



M E M O R A N D U M

TO: Interested Parties  
FROM: David Kronsteiner, President  
DATE: June 10, 2019  
SUBJECT: Port of Coos Bay Commission Meeting Notice

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The **Board of Commissioners** of the Oregon International Port of Coos Bay will hold its **Regular Commission Meeting, and a Budget Hearing for the 2019/20 Fiscal Year Budget**, beginning at **6:30 p.m., Monday, June 17, 2019**, in the Port Commission Chambers, located at 125 West Central Avenue, Suite 230, Coos Bay, Oregon 97420.

The purpose of the hearing is to discuss with interested persons the FY 2019/20 Budget as approved by the Oregon International Port of Coos Bay's Budget Committee. Copies of the budget document may be inspected or obtained at 125 W Central Avenue, Suite 300, Coos Bay, OR 97420 between the hours of 8:00am and 5:00pm.

An **Executive Session** has also been scheduled on **Monday, June 17, 2019, immediately after the Commission Meeting**, in the Port's Conference Room, located at 125 West Central Avenue, Suite 230, Coos Bay, Oregon 97420, as authorized under ORS 192.660(2), to:

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

DK:km

**OREGON INTERNATIONAL PORT OF COOS BAY  
REGULAR COMMISSION MEETING  
6:30 p.m., Monday, June 17, 2019**

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

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- 11. NEXT MEETING DATE – Monday, August 19, 2019, 6:30pm**
- 12. RECESS TO EXECUTIVE SESSION**
- 13. ADJOURN**

# Consent Items

**DRAFT**  
**OREGON INTERNATIONAL PORT OF COOS BAY**  
**Coos Bay, Oregon**  
**REGULAR COMMISSION MEETING**  
**3:00 p.m., Monday, May 20, 2019**

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

**ATTENDANCE**

**Commission:**

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

**Staff:**

John Burns, Chief Executive Officer; Anna Soderstrom, Chief Commercial Officer; Lanelle Comstock, Chief Administrative Officer; Patrick Kerr, Director of Rail Operations; Megan Richardson, Director of Finance; Rick Adamek, Project Manager; Margaret Barber, External Affairs Manager; Mary Green, Fiscal Accounting Technician; Vicki English, Accounting Clerk; Krystal Moffett, Administrative Assistant; and Mike Stebbins, Port Legal Counsel.

**Media & Guests:**

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

**1. CALL MEETING TO ORDER**

President Kronsteiner called the meeting to order at 3:00 p.m.

**2. INTRODUCTION OF GUESTS AND PORT STAFF**

John Burns announced that Anna Soderstrom will be leaving the Port on May 31, 2019 to relocate closer to family. Ms. Soderstrom thanked Mr. Burns and the Commissioners for their support and also thanked the team at the Port.

**3. PUBLIC COMMENT**

**4. CONSENT ITEMS**

- A. Approval of March 18, 2019 Regular Commission Meeting Minutes
- B. Approval of March & April Invoices
- C. Approval of March & April Contracts Awarded
- D. Approval of Skallerud – Giddings Lease Agreement
- E. Approval of Community Giving and Scholarship Awards

Upon a motion by Commissioner Martin (second by Commissioner Farm), the Board of Commissioners voted to approve the March 18, 2019 Regular Commission Meeting Minutes, March & April Invoices, March & April Contracts Awarded, Skallerud – Giddings Lease Agreement, and Community Giving Donation and Scholarship Awards. **Motion Passed.**

5. **MANAGEMENT REPORTS**

All Management Reports were included within the Meeting Packet.

6. **ACTION ITEMS/REPORTS**

A. **Vacation of Bay Street in Coos Bay**

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 or 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.

The City of Coos Bay submitted an application to vacate the unimproved portion of Bay Street, located at Bay Street and South Front Street (25-13-35CA). The application was filed on April 8, 2019. On April 16, 2019 the Coos Bay City Council voted to initiate the proposed vacation of “Bay Street” as allowed in CBMC 17-370.020. Prior to beginning the public process, 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 line of the Port*).

The vacation of the “Bay Street” right of way would benefit both the City and the abutting property owner in providing a lot of adequate size for potential commercial development. The City received notarized consent from State of Oregon Dept of State Lands on April 17, 2019 (owner of Tax Lot #9000). Port Staff has reviewed the area of the proposed street vacation and believes the street vacation action will not create a negative impact on 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.

Upon a motion by Commissioner Farm (second by Commissioner Garcia), the Board of Commissioners motioned to approve the request for consent from the City of Coos Bay for a Street Vacation of Bay Street located at South Front Street and Bay Street, abutting the Coalbank Slough. **Motion Passed.**

B. **Fuel Oil Delivery Throughput Charge Increase at Charleston Marina**

Resolution FY 05/06 – 6 establishes rules, regulation, rates, and fees for conducting private commercial business on Charleston Marina Complex Properties, including fuel delivery by truck to fuel vessels at the Charleston Shipyard. The existing rate is \$100 annually for a business license, and a throughput charge of \$0.01 per gallon of fuel distributed.

Port staff conducted market research, collecting data from other ports throughout the Pacific Northwest to determine if this rate is reflective of the market. Ten ports were surveyed and asked whether they allow vessel fueling by truck on port property. If so, they were asked if there was an associated throughput charge to do so, and the price per gallon. Half of the ports surveyed allowed vessel fueling by truck on port premises. The average price per gallon of those ports was between \$0.05 and \$0.06 per gallon.

Port staff recommends that trucks distributing fuel from the Charleston Marina have an up to date business license on file, and that the throughput rate for fuel distribution by truck be increased from \$0.01 per gallon to \$0.05 per gallon to mirror current market rates.

Monthly volumes will be tracked by a monthly fuel flowage report, in addition to copies of delivery tickets.

Commissioner Garcia asked whether this rate increase was discussed with the Charleston Advisory Committee. Mr. Burns stated the increase itself has not been, but this has been part of discussions with the committee regarding Port tenants who are required to pay rental and throughput fees while others who are not Port tenants do not have the same expense to conduct business in the Charleston Marina and Shipyard.

Upon a motion by Commissioner Farm (second by Commissioner Martin), the Board of Commissioners motioned to approve the increase of rates for fuel oil delivery for the purpose of fueling vessels at the Charleston Marina from \$0.01 per gallon to \$0.05 per gallon. **Motion Passed.**

### **C. Lease Agreement – Cape Café**

Port staff were approached by Billy and Stacie Tessman, the owners of the Cape Café in Charleston, regarding the Basin Café facility. The Tessman's were interested in remodeling and leasing the Basin Café facility to open a pizza parlor on the bar side of the building, followed by remodeling and relocating the Cape Café to the diner side of the facility.

Port staff worked with the tenants to create a business plan and repair plan. The repair plan outlines work that will be completed by the tenants, as well as work that is required to be completed by a licensed contractor such as HVAC, Electrical, and Plumbing. Charleston staff are completing weekly inspections of the work being done to ensure that it is being done to code and Port standard. The lease requires that copies of all necessary permits and certifications are provided to the Port. Once the renovation of the bar side is complete, work will begin on the diner side of the building.

The Tessman's plan to open the pizza parlor later this summer and relocate the diner within the next year. All renovation costs are being paid by the tenant. In exchange for this investment, rent forgiveness will be given to the tenants for a period of 6 months for the bar side, and 12 months for the diner side. The initial term of the lease is one year, with ten (10) one year renewal terms.

The Basin Café had previously been vacant since 2008.

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to approve Oregon International Port of Coos Bay executing a lease agreement with Bill and Stacie Tessman, dba Cape Café for the Basin Café facility in the Charleston Marina. **Motion Passed.**

### **D. Lease Agreement – Russell Marine and Fuel Supply**

The owners of Russell Marine and Fuel Supply approached Port staff in 2018, requesting replacement of the five underground storage tanks on the premises of the leased facility. The existing tanks were dated, resulting in significant annual insurance premiums.

In conjunction with the tank replacement project, the Port worked with the tenants to develop an updated lease agreement. The previous agreement was insufficient with regard to reporting, insurance requirements, environmental best practices, and maintenance of Alaska Packer Road. The updated lease agreement also includes a throughput charge of \$0.02/gallon on fuel distributed from the fueling station. This charge was determined following market research of numerous other west coast ports pricing structure and best practices. The updated lease provides for a five year term, with two five-year renewals.

Upon a motion by Commissioner Garcia (second by Commissioner Martin), the Board of Commissioners motioned to approve Oregon International Port of Coos Bay entering into a long-term lease agreement with Russell Marine and Fuel Supply. **Motion Passed.**

#### **E. Lease Extension – Coos Bay Power Squadron**

The Coos Bay Power Squadron currently occupies the Port-owned facility located at 90436 Guano Rock Road in Charleston. The original lease between the Port and the Power Squadron was executed February 10, 1969 with a 25-year term. The second and current lease agreement was executed on September 21, 1990, also with a 25-year term, beginning on December 15, 1993. The current lease is scheduled to terminate on December 15, 2019.

In early 2018, the Power Squadron expressed an interest in staying in the building for an additional year, which was granted with a one-year extension.

The Power Squadron has again approached the Port for a second one-year extension.

The Power Squadron is a non-profit organization whose mission is to make the water a safer place through boating education, civic service, and fellowship. The Squadron assists participants in improving boating skills and knowledge with certified instructors.

The amended termination date of the lease will be December 15, 2020.

Commissioner Martin asked the current lease rate. Margaret Barber stated it is approximately \$100 per year. Commissioner Martin asked if the property is included in the portfolio of available properties should a market-rate tenant be found. Mr. Burns stated it is not.

Upon a motion by Commissioner Farm (second by Commissioner Martin), the Board of Commissioners motioned to approve Oregon International Port of Coos Bay executing an amendment to the lease agreement with the Coos Bay Power Squadron to extend the term of the lease by one year. **Motion Passed.**

#### **F. Lease Assignment – Clausen Oysters**

In November of 2017, the Port entered into a long-term lease agreement with Clausen Oysters, LLC, which at the time was owned by a four-member partnership. The Partnership later dissolved and was reorganized with only two members remaining. The November 2017 lease included a throughput charge on the volume of oysters sold. Following the reorganization, the new ownership structure approached the Port regarding the throughput charge, indicating that their current harvesting methods would not allow them to accurately track volumes produced on Port owned property as opposed to other land holdings.

To address these concerns, Port staff developed an updated rental rate schedule, which increases the total annual rental rate by 20% every three years over the next nine-year period to increase rates to a level reflective of the market.

Upon a motion by Commissioner Farm (second by Commissioner Garcia), the Board of Commissioners motioned to approve Oregon International Port of Coos Bay entering into a long-term lease agreement with Seth Silverman and Patrick Glennon, dba Clausen Oysters, LLC. Commissioner Martin recused himself from the vote. **Motion Passed.**

### **G. Award of Railroad Bridge Inspector Contract**

In March 2019, Port staff prepared and released a Request for Qualifications (RFQ) for Professional Support Services for Coos Bay Rail Line Bridge Inspection Services. The scope of work focuses on annually inspecting all 121 bridges on the Coos Bay Rail Line and reporting those findings in a specified format for the Coos Bay Rail Line, Inc (CBRL) in association with the Oregon International Port of Coos Bay (OIPCB or Port), which is the owner of the Coos Bay Rail Line. As a Class III rail carrier operating solely in the state of Oregon, they are required to ensure the structural integrity of its bridges, culverts and tunnels that support railroad tracks.

The Bridge Management Program (BMP) was initiated to assist in the consistent application of sound inspection and infrastructure management practices. This BMP is a critical link in the prevention of bridge, culvert and tunnel (or their respective component) failures and assists in the protection of vital infrastructure investments. CBRL's commitment to safety had been illustrated by its accomplishment of bridge inspections to its bridges after re-instituting rail service in the Fall of 2011 and performing immediate and planned necessary bridge repair and/or replacement when field conditions warranted attention before legislation regulated those practices.

Continuing with its progressive approach toward safety, CBRL (via implementation of this BMP) will document its current inspection/repair/replacement procedure as well as its plan of on-going railroad bridge safety implementation procedures.

The BMP is CBRL's compliance with the Rail Safety Improvement Act of 2008, Section 417 passed by the 110th Congress on January 3, 2008. Refinements are set forth in the Federal Railroad Administration (FRA) Track Safety Standards, Appendix C, 49 CFR 237 – Bridge Safety Standards published in the Federal Register, dated September 13, 2010 as well as FRA Safety Advisory 2007-03 published in the Federal Register, dated September 11, 2007. Bridge safety inspection and infrastructure management practices required by the above-mentioned regulations were established to ensure that bridge owners (such as the CBRL) had in place, necessary, sufficient bridge inspection, repair and/or replacement procedures to prevent bridge failures.

The Port received four (4) statements of qualification. Responses consisted of a local Engineer/ manager who would coordinate additional services through partnering team members. Each firm/team described the depth and quality of their knowledge and experience as it relates to CBRL's Bridge Inspection Program.

An evaluation team consisting of Port staff reviewed and rated each proposal and then selected the most qualified firm. Port staff is in negotiations with the highest scoring submitter for a detailed scope of work, breakdown of costs and project schedule.



However, if it appears that an agreement cannot be reached with the top submitter, staff may terminate those negotiations, reject the statement and then attempt to reach agreement with the second highest scoring submitter. In any case, staff believes terms can be reached with one of the top two submitters. Time is of the essence due to the priority nature of this project.

Commissioner Farm asked whether the not to exceed amount for this item was reflective of the budget. Rick Adamek confirmed.

Upon a motion by Commissioner Martin (second by Commissioner Farm), the Board of Commissioners motioned to approve of professional support services for the Coos Bay Rail Line Bridge Inspection Program project with authority for the Chief Executive Officer to enter into a contract for said services upon mutual agreement of scopes, costs and fees, and contract terms and conditions with the top scoring submitter, or if terms cannot be agreed upon, with the second highest scoring submitter provided such agreement can be reached. **Motion Passed.**

## 7. OTHER

## 8. COMMISSION COMMENTS

Mr. Burns asked Commissioners to look ahead to August for a strategic planning session; also, to consider whether the July meeting is needed.

President Kronsteiner thanked staff for putting together the budget documents, and stated the budget meetings today went seamlessly. There was great participation and great comments received.

## 9. NEXT MEETING DATE – Monday, June 17, 2019, 6:30pm.

## 10. ADJOURN

President Kronsteiner adjourned the meeting at 3:19 p.m. and entered into Executive Session to:

(e) conduct deliberations with persons designated by the governing body to negotiate real property transactions; and

(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.

**DRAFT**  
**OREGON INTERNATIONAL PORT OF COOS BAY**  
**Coos Bay, Oregon**  
**BUDGET COMMITTEE MEETING**  
**12:00 p.m., Monday, May 20, 2019**

Port Conference Room, 125 Central Avenue, Suite 210, Coos Bay, Oregon 97420

**ATTENDANCE**

**Commission:**

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

**Budget Committee:**

Maeora Mosieur; Louis Leberti; Nick Edwards; Steve Scheer; and Richard Dybevik.

**Staff:**

John Burns, Chief Executive Officer; Lanelle Comstock, Chief Administrative Officer; Anna Soderstrom, Chief Commercial Officer; Patrick Kerr, Director of Rail Operations; Megan Richardson, Director of Finance and Accounting; Rick Adamek, Project Manager; Thomas Durand, Maritime Operations Manager; Mary Green, Fiscal Support Technician; Vicki English, Finance Clerk; and Krystal Moffett, Administrative Assistant.

**Media & Guests:**

Ed Ellingsen; Kathy Erickson for Congressman DeFazio; and Ray Cox.

**1. CALL MEETING TO ORDER**

President Kronsteiner called the meeting to order at 12:02 p.m.

**2. INTRODUCTIONS**

**3. SELECTION OF BUDGET COMMITTEE CHAIR**

Upon a motion by Lou Leberti (second by Eric Farm), the Budget Committee voted to appoint Nick Edwards as Budget Committee Chair. **Motion Passed.**

**4. RECEIVE FY 2019/20 BUDGET MESSAGE BY JOHN BURNS, CEO**

John Burns welcomed everyone and thanked budget committee members, Port Commissioners and members of the public for their time and participation. The goal of the budget process is to get information to our stakeholders with an appropriate amount of time to review the budget document. The budget document was provided to committee members about one week prior to this meeting. The challenge with preparing this budget is planning for the future while dealing with the past. Many of the Port's current assets are aged and have not been cared for as they should have been

for one reason or another. These assets, including the Charleston Marina Complex, need to be tended to in order to move forward. One of the critical components of the Charleston Shipyard, the marine ways, has once again experienced a failure. The Port must come up with a solution to fix this long-term. Port staff have worked very hard with the railroad to rebuild the infrastructure, as evidenced by the recent work on the swing span bridge. Looking to the future, the Channel Deepening Project will be critical for the economic growth of this area. Submittal of the draft Environmental Impact Study should be to the US Army Corps of Engineers in the spring of 2020, with an expected approval by the fall of 2020. The bidding process will begin soon after. The Port owns considerable land on the North Spit and it has been part of the Port's strategic business plan to develop a multi-use terminal. A feasibility study is currently in the final stages. In the meantime, the Port must keep things going with limited resources. All three lines of business have great needs, and Port staff strive to ensure that there is not one first among the equals.

To keep focused on the Port's overall mission in the budget process, Port staff look to six specific strategic initiatives; this ensures that activities and expenditures are appropriate. These initiatives include the development of:

1. A Healthy and Vibrant Railroad;
2. State of the Art Maritime Infrastructure;
3. Deeper and Wider Channel;
4. Thriving Commercial and Recreational Fishing Community;
5. Prepared Workforce Ready to Meet Tomorrow's Work; and
6. Strong Ties into the Community.

All Port activities tie into these strategic goals which is represented in the budget document. Balancing the budget is not necessarily in equilibrium by department, but the overall Port budget must balance.

Port staff anticipate in the 2019/20 budget period an income of about \$8.5 million and expenditures of about \$8.37 million, leaving a small surplus to transfer into the special fund. The income sources of those funds are about 62% generated by fees for services, 27% from property taxes, and the remaining 11% from other sources.

Mr. Burns stated the structure of the Port budget and the subsidiary company, Coos Bay Rail Line, Inc. (CBRL) which has an independent budget. Within the Port's budget, the personnel total is about the same as in 2018/19. The railroad budget will have about 20 employees.

Looking at the total income by department, three departments will generate a net positive result including Administration, Port Operations, and Rail. Three departments will have a negative net result, including Charleston Operations, External Affairs and Business Development, and Port Development.

Lou Leberti asked for clarification on the separation of the Port and CBRL budgets. Mr. Leberti pointed out the Rail department shows an income of \$1.1 million. Mr. Burns stated the Port owns the rail line infrastructure, including the rail, bridges, and tunnels. The operations are performed by Coos Bay Rail Line, Inc. The \$1.1 million income shown for the Rail department are funds that

will come from the rail line operations into the Port to be spent on the infrastructure. Steve Scheer asked whether the rail operations are public. Mr. Burns stated the Coos Bay Rail Line, Inc. is a wholly owned not-for-profit subsidiary of the Port. Mr. Scheer then asked why it was not included in the Port budget. Mr. Burns stated the separation is based on legal and audit purposes, and any profits realized from rail operations will then be invested back into the rail infrastructure.

## **5. REVIEW THE PROPOSED BUDGET BY MEGAN RICHARDSON, DIRECTOR**

Megan Richardson began going over the general fund with the Administration department.

### **DEPARTMENT BUDGETS**

#### **A. Administration – Lanelle Comstock, Chief Administrative Officer**

The Administration department consist of seven employees. Functions of the Administration department include accounting and finance, human resources, risk management, records management, legal services, IT, Port Commission support, administrative support for all other departments, and office management. Page 11 of the budget document shows department revenue consisting of property taxes, interest earnings, the Coos County Urban Renewal Agency administration fee, a longevity credit for insurance, building leases, and the Southport note principal repayment. Page 14 details department expenses which include personnel services for the existing seven employees. This is consistent with expenses in the prior fiscal year. Within materials and services, the primary expenses for the administration department include the overhead cost for the Port's administrative office and the cost necessary to support the administrative functions. Shown on line 15 of that page, there has been a great increase to the staff training and development. Previously this cost had been distributed amongst the departments but is now all assumed under the Administration budget. The Administration department also oversees the purchase of all office supplies, IT supplies, IT software subscriptions and licenses, payroll services, legal service, and auditing services.

There are differences in the budgeted amounts from the previous fiscal year regarding the office lease and utilities. Last year it was budgeted and planned to purchase a new office building, and only occupy the Hub building for 6 months, then the other 6 months pay debt service. The purchase didn't go through as planned. Although Port staff continue to seek a viable and appropriate property, it is not budgeted to move within the next fiscal year.

On page 15, line 43, there has been a vehicle lease line item added. After much research, it has been determined that money can be saved through a fleet program leasing vehicles rather than reimbursing for mileage and maintaining old vehicles.

Eric Farm asked for clarification on the number of FTE's. Lanelle Comstock stated the budget had included a typo of 9, but the Administration FTE is 7. Mr. Leberti asked for clarification of the office lease amount. Ms. Comstock stated that last fiscal year it was budgeted for 6 months of lease, and this year it is budgeted for the full year. Mr. Burns added that the Port has taken on additional office space within the Hub building, so the lease amount is higher. James Martin asked what is included in the IT software licenses. Ms. Comstock stated it includes Adobe, Microsoft

Office Suite, NetSuite, assorted programs for marketing and external affairs, the website, Meltwater, and a program archiving social media for public records. The biggest portion is Microsoft Office and NetSuite, which is used for accounting and includes the Harbour Mastery, specialized software for the Charleston Marina.

## **B. Charleston & Dredge Operations – John Burns, Chief Executive Officer**

Mr. Burns presented the Charleston Operations budget, on behalf of Director Mike Dunning who prepared the department budget.

Anticipated revenue is about \$2.5 million, generated from fees for services such as moorage, storage, leases, RV park space rent, ice, propane, and other merchandise. Personnel services will include two less FTE's than in the previous fiscal year, due in part to one project manager being moved from Charleston to Administration, and the other FTE being a temporary position to cover the RV Park and Marina office during peak season needs.

Expenses for materials and services account for just under \$1 million, including such items as employee development, equipment rental, as well as repairs and maintenance to boats, buildings, docks, and land improvements. Port staff have initiated efforts to better utilize existing space, including moving the maintenance shop from the storage space they currently occupy to a building that was previously leased by Bandon Pacific. This will free up those storage units to be refurbished and rented. The next step will be to relocate the Charleston administrative staff out of their existing location to where Pacific Charters currently is. That will negate the need for extra RV Park help by utilizing a different entry point, allowing better staff coverage for the RV Park check-ins. Security staff will move from the second floor of the current Marina office building into the current RV Park office. The Marina office space will then be available for lease. Agreements have been entered into to utilize other previously vacant space, such as the Basin Café. That will soon be occupied as a pizzeria.

Port staff will continue the program for disposal of derelict vessels. The coming budget cycle includes \$25,000 earmarked for this effort, which will remove approximately 10 vessels from the facility. Port staff secured a grant from the Oregon State Marine Board and Oregon Department of Fish & Wildlife to replace the launch ramp docks. This had been initiated last year, but the docks were found to be in much worse shape than originally thought. The Marine Board was able to grant additional money to cover the replacement with more robust structures. Nick Edwards stated this had been talked about at the last Charleston Advisory meeting where it was pointed out that the commercial fishing industry may not be able to use these docks in the future, which is a big concern. Mr. Edwards stated it is a problem putting wire on the vessels in the shipyard and it is essential to be able to utilize the launch ramp docks. Mr. Burns stated that Port staff will reach out to the Marine Board and do everything possible to keep that commercial usage and encouraged others to support that effort for short-term commercial utilization of the launch ramp docks. Mr. Leberti asked who to contact at the Marine Board; Mr. Burns stated Port staff will reach out with that information.

Brianna Hanson asked the income associated with the vessels currently in the Shipyard. Mr. Burns stated that some of the derelict vessels provide no income and it is becoming a space issue. If

those vessels were disposed of the space would be available for additional income. Commissioner Hanson asked if the income from the storage space is higher in the long run than the amount spent to remove the derelict vessels. Mr. Burns confirmed that it is.

Mr. Burns stated the condenser at the ice house will be replaced, rather than running the risk of the entire unit going down. The flake ice provided is essential to the fishing fleet. This project had been on the books the year before last, but it was delayed for various reasons. It will be done as quickly as possible in the off season to minimize impact to the fleet.

In the RV Park, the Port was fortunate to receive a grant for the replacement of 55 picnic tables. This will include a Port match of about \$17,000 and in-kind staff labor. The new picnic tables are made of a synthetic product so there will be no concern with wooden tables that rot. This project will replace most all of the current picnic tables.

Also included in this year's budget is about \$50,000 for a sediment characterization study required every seven years. No dredging will be permitted until this is completed.

Mr. Edwards stated that the Charleston Shipyard is always in constant need of repair and it would be beneficial to set up a reserve fund to put money in every year. To fix the ways, it could be as much as \$500,000 depending. The water treatment cost \$1.1 million. There are always needs, including the \$25,000 for derelict vessel removal. The infrastructure must be maintained, and the Shipyard needs to be viable and ongoing. Mr. Edwards spoke of Giddings Boatworks which employs 25-40 people, and the multiple businesses in Charleston that will lose business if the Shipyard slows down.

Mr. Burns spoke of the difficulty with funding. There are not a lot of grants available to help with infrastructure issues in Charleston. The Connect Oregon dollars are not there for these projects; they are intended more for transportation issues. The Marine Board will help out with the recreational side, but not commercial. Mr. Burns stated the Port could work together with Ray Cox of Giddings Boatworks on the MARAD small shipyard grant process. Resources for small businesses can be stressed, but the Port does not operate the Shipyard so the Port cannot apply; perhaps working collectively could be the solution. Mr. Cox spoke of his recent trip to Washington DC in support of the MARAD grant program, and the need to lobby each year to keep that program going. Mr. Cox stated that he did not apply this year.

Mr. Burns stated it is necessary to set money aside and plan for the future. Mr. Scheer asked if the Port had been in contact with the County; their budget this year included a line item of over \$300,000 for economic development, which appeared to not be allocated for any specific project. Mr. Scheer stated that Commissioner Bob Main is a big supporter of the Port and Charleston.

Mr. Cox spoke of the need to allocate money from the haul out fee to invest back into the infrastructure of the ways. If that had been done over the last ten years, that money would be available in this time of need. Mr. Edwards spoke of people making the business decision to move their vessels to Reedsport, due to the dock fees and other costs in Charleston. Mr. Cox stated there are numerous vessels that make this decision, including some of the larger vessels out of Alaska.

Mr. Cox stated he has to turn away business, and that some people don't even call because they know the ways is broken down.

Mr. Burns stated the Port has been working hard over the last nine months to find a replacement for the Harbormaster position in Charleston and thanked everyone for their efforts in the process. Mr. Burns shared that a new Harbormaster will be starting on June 24, 2019. He comes with great enthusiasm and a background in the marina business for the last seven years. He also has good financial acumen and may be someone that can help define new ways forward, taking the Charleston Marina to a better place than it is today.

### **C. Business Development & External Affairs – Anna Soderstrom, Chief Commercial Officer**

The Business Development and External Affairs Department consists of three staff who are responsible for the commercial development of the Marina, Rail, and the North Spit properties. The Commercial department promotes and develops the Port's commercial portfolio for economic growth and public benefit; and supports the Port's mission by telling the story to a wide audience including commercial stakeholders, legislative and regulatory audiences, and the local community. The Commercial department works together with all staff to develop and design the Port's commercial strategies and implement plans of action. The commercial department coordinates governmental affairs, and grant writing and reporting. The Port has been very successful in the last year, obtaining the \$20 million BUILD grant. Managing federal and state money is a very labor intensive process.

The Commercial department creates all marketing materials in-house which includes writing and directing videos, working to spread awareness of the Port of Coos Bay for big cargo opportunities and the commercial and recreational fishing. The Port attended the Pacific Marine Expo in Seattle, the second largest expo in North America, and will be going again later this year.

Expenses for the Commercial Department are shown on page 18 of the budget document. There are some changes and reallocations compared to last year's budget. The expenses include employee development such as conferences and trainings, staff travel, marketing supplies such as t-shirts and hats, memberships and subscriptions for all staff including the Special Districts Association of Oregon and the Pacific Northwest Maritime Association, advertising, cargo recruitment and development, professional services such as the North Spit feasibility study, office supplies, legislative support, and community affairs including the new scholarship program.

Anna Soderstrom spoke of the Pacific Northwest Maritime Association quarterly meetings with the Ports of Oregon and Washington where best practices are shared and rates are compared and discussed. When compared to other marinas, the Charleston rates are rather low for moorage by foot. Ms. Soderstrom shared it would be helpful to put the data together for comparison so customers understand where Charleston is compared to other ports.

Mr. Leberti asked whether the legislative expense included lobbyists. Ms. Soderstrom confirmed.

#### **D. Port Operations – John Burns, Chief Executive Officer**

The Maritime Operations Department stays focused with strategic goals and the mission to prepare for the future while supporting today's operations, and to maintain, manage, and operate Port infrastructure and properties through effective communication and collaboration with stakeholders. In the coming year, strategic initiatives continue to include the Channel Modification Project. Significant time and resources have been dedicated to this project. Digging the channel deeper and wider where it makes sense is significant while also not doing harm where possible. Director Mike Dunning spends a large portion of his time working on this project with the Army Corps, working to meet regulations and move this project forward. As presented, Port staff estimate it will cost approximately \$300-400 million. There is \$55 million left of a \$60 million allocation from 2009. This funding should be available to start the project.

Concerning safety and security, Port staff have been working very hard to ensure operations are done safer and smarter, and that no individual or property is placed in jeopardy. Maritime Operations Manager Thomas Durand has brought good sound practice to updating this process which has been applied across the board. With security, particularly in Charleston and the North Spit, Port staff are always looking for ways to improve.

Mr. Edwards asked about placing cameras on the docks, capturing people as they enter and leave the dock areas. Mr. Burns stated the Port has secured a very low interest loan from the state. With approximately \$90,000 left of that loan, the intention is to upgrade the camera system in Charleston. Mr. Cox spoke about the cameras at the Shipyard and stated if there is a problem in that area the footage is accessible.

Maritime Operations staff conduct evaluations of Port properties and navigational infrastructure including docks, buildings, and land. Fortunately, this year the upper reach of the bay will be dredged. It has been many years since that happened last. There are several terminal owners that will work together to accomplish this.

Maritime Operations staff continue to provide support for private industry by working with the Emergency Response cooperative and the pilots, in order to ensure a sufficient number of pilots available as the Port's needs grow. Work continues to coordinate the vessel traffic system. It is the Port's position to maintain that system to ensure all stakeholders who use the bay are treated the same. Mr. Burns confirmed this will be part of the South Coast Response Center, in conjunction with the US Coast Guard. Maritime Operations staff also continue to be the go-to group for any permitting issues.

The Maritime Operations department is funded through a number of sources including management fees and building leases. That revenue stream has increased a bit for this coming period. At the same time, the expense side is down a bit.

Mr. Edwards asked for an update on the jetty modification. Mr. Burns confirmed that the Army Corps has the allocation to complete their study. There was just additional money released through the Waterways Committee to be applied to jetty structures. Kathy Erickson confirmed the understanding that work should begin the latter part of next year.



## **E. Port Development – John Burns, Chief Executive Officer**

Port Development does not generate a lot of revenue or expense, yet this group manages a large sum of money in major grant projects. Currently, the Port is executing nearly \$40 million in grants. The Port Development Department is responsible for carrying out those projects, including the new launch ramp docks in Charleston and the Tunnel Rehabilitation Project. There are two project managers in this department, and the Port is looking to add one additional person to this group; that position will focus on the procurement and contracting aspect, primarily with the Channel Modification Project.

## **F. Railroad Operations – Patrick Kerr, Director of Rail Operations**

The Port oversees the operations of the Coos Bay Rail Line, a 134-mile line from Eugene to Coquille. The Port took over operations on November 1, 2018. The primary customers are forest product manufacturers. Forecasting for this next fiscal year is about 7,000 carloads with a mission to provide a safe, reliable transportation option to the region. The Coos Bay Rail Line is the only connection to the national railway network for Coos, Douglas, and rural Lane Counties. The CBRL supports nearly 900 jobs for customers that ship on the line, accounting for \$200 million annually in economic activity by those shippers. The CBRL makes up about 1% of the nation's total wood product railcars shipped every year.

The Port owns the rail line and has oversight of the operations, while working to maintain customer relationships, retain and expand existing services, and coordinate rail maintenance with capital improvement projects. The primary emphasis of the Rail Department is to provide safe, reliable service and deliver railroad operations on plan and on budget. The Rail Department is working to develop a track improvement plan for the next 2-3 years, both a maintenance and capacity improvement plan which will enhance the value of the Port's rail corridor and franchise.

Based on an estimated 7,000 carloads, the Port will receive a management fee of about \$406,000, a capital projects surcharge (a per railcar fee) of about \$505,000 and real estate revenue of about \$161,000. For the expenses, there is debt service of about \$644,000, contracted services for about \$35,000 and infrastructure repair of about \$250,000.

Commissioner Farm asked about the rail operation service fee. Historically it was in the budget but appears to be zeroed out this year and asked whether that revenue was staying with the rail line. Ms. Richardson stated in the past the Port had recognized the full gross revenue of the rail line; now that the Port has taken over operations that revenue stays in the CBRL budget, and the Port will only recognize the 10% management fee.

## **6. CONCLUDING COMMENTS BY JOHN BURNS, CEO**

Mr. Burns addressed questions about dredging, stating the Port does not know where dredging will be this next season so it is difficult to attach budget amounts to those unknowns. Funding will be provided through the state from a gas tax passed this last biennium, which will generate approximately \$250,000 per year in revenue for the dredge. The Port will utilize this money for

maintenance and replacement of any of the equipment, and also for insurance coverage. The operating cost is covered by the receiving port. Once more information is known, numbers can be attached to the dredge department's budget. The Port will maintain a neutral position on this, not making or losing money but supporting other ports throughout the state. Mr. Cox asked whether it was possible to dredge the ways at the same time. Mr. Burns stated there will be a meeting as soon as possible to address this issue. Mr. Edwards asked if the dredging in Charleston is complete. Mr. Burns stated there is access to only a finite amount for disposal in the flow lane. There were mechanical issues with the dredge this year that precluded getting done what was needed. As soon as the opportunity arises to get back, dredging will continue. Ms. Richardson stated the dredge fund was created with placeholder amounts to keep the fuel tax revenue separate from the Port revenue. This is to ensure proper stewardship of state money and the two vessels. The placeholders are best estimates based on historical customers, not a current identified customer.

Ms. Richardson stated on page 13 there are some unallocated expenses, including long term debt service. That includes about \$142,000 for Charleston, \$136,500 for the line of credit for Port Development, and the purchase of the rail line now due at a \$644,000 annual payment. Normally, a transfer from the reserve fund would cover the rail debt from surcharges collected. In previous years, there was a cash carryforward from the general fund that was referred to as a reserve fund. This year that is being corrected and actually put into a reserve fund, with a separate visible balance. The \$644,000 debt service is being retained in the general fund, with a budgeted transfer of \$1.398 million into the reserve fund.

Looking at the special projects fund beginning on page 23, this year the total resources are budgeted at \$44.7 million. \$2.8 million of that is the Channel Modification Project budget. The remaining \$41.5 million are the projects being funded through grants. This year the focus is to finish the Tunnel Rehabilitation Project Phase I and begin Phase II, the replacement of the Vaughan Viaduct and the Coalbank Slough Bridge, the Wildcat Creek concrete bridges, steel bridge repairs, and all three swing span bridges. Those projects are being funded through the remainder of the ODOT grant, the Connect Oregon grant, the FASTLANE and the BUILD grants. On line 12, there is a transfer of \$235,000 from the reserve fund to cover the Charleston ice plant condenser replacement; there is a match with those grant funds of \$105,000 that will also be transferred from the reserve fund.

Page 24 shows the reserve fund with a cash carryforward of \$1.398 million from the general fund. There are the transfers to the special projects fund and the dredge fund. The dredge fund is being established, shown on page 25, due to the state fuel tax money. This will keep those funds separate and provide accounting to the state that those funds are being managed appropriately.

Mr. Burns stated the Port has limited resources with many great needs; the challenge is to be the best stewards of those resources as possible. Mr. Edwards encouraged budget committee members next year to tour some of the projects that will be discussed. Mr. Burns suggested that should be done early in the process to provide feedback on what projects are most needed.

Maeora Mosieur asked those who are more familiar with the needed projects if there are any changes suggested for the budget, perhaps ways to reduce expenses, redirect focus, or look at different revenue streams. Bob Garcia spoke of the delicate balance with generating revenue while

keeping rates as low as possible. In Charleston the estimated revenue is about \$345,000 less than expenses, but this is an important place to make as big an investment as possible. Finding more grants would be helpful, but there are not many available. Commissioner Martin spoke of the large grants available for the railroad rehabilitation but the lack of similar funds available for Charleston. This is a conversation to have with state and federal leaders, that transportation infrastructure is not just railroads and highways. Commissioner Hanson spoke of utilizing creative approaches to grant funding, such as for the picnic tables, the ice maker, and perhaps utilizing environmental energy credits. President Kronsteiner spoke of MARAD grants being difficult to obtain, and perhaps design work showing future operations would help ensure greater success. Ms. Mosieur spoke of the time investment to pursue additional funds, and the likelihood of that not effecting this upcoming fiscal year budget. Ms. Mosieur asked budget committee members if any category of expenditures could be more appropriately focused one place or another. Ms. Mosieur stated staff has done an excellent job of putting the budget together. President Kronsteiner stated that staff has spent considerable time and effort on the preparation of the budget, and it is difficult to improve much.

Mr. Scheer stated that he has been on three different budget committees, including the county and the airport, and the problem with these large budgets typically is not on the expense side, it is on the revenue side. Although there are considerable costs associated with personnel expenses, retaining high caliber staff is key to the high level projects planned. Long term needs must be balanced with the short term. Charleston is a big asset to the Port. If the infrastructure was in place to grow additional jobs, it would bring prosperity to Charleston. Mr. Scheer suggested the estimated \$1.7 million in property tax be diverted to Charleston, if the Rail and Maritime Operations were self-sustaining.

Mr. Edwards echoed the sentiment that Charleston is an asset to the community and deserving of the big investment for the prosperity of the area and benefit to all.

## **7. PUBLIC COMMENT**

Mr. Cox spoke of the \$3.4 million Connect Oregon grant to Fred Wahl Marine in Reedsport. The shipyard in Toledo is government operated and receives grants. Mr. Scheer spoke of the airport this year receiving a grant of \$6.4 million for a fire safety building. Mr. Scheer stated it just takes persistence to continue applying for grant funding. Ms. Soderstrom spoke of the Port being the only port in the United States to receive three MARAD grants in a row. Going after more grants might not be the solution to the root cause. Grants require a significant need that will have a ripple effect in the community, which the rail does. That ripple effect is harder to show for the Charleston Marina.

## **8. COMMITTEE COMMENT**

Mr. Burns stated that Coos Bay, despite great needs, is a very fortunate community to have champions in the right places in Washington DC and Salem. It is the Port's responsibility is to keep pushing those champions to further our resources.

Mr. Leberti asked if the Rail has been pushed for too hard, and not enough for the Charleston Marina. Mr. Burns stated Port staff will continue to push for Charleston as hard as for the Rail, though the funding sources are not the same. Effort is being put forth, with a lessor success rate.

**9. PRESENT THE MOTION TO RECOMMEND THE BUDGET TO THE PORT COMMISSION FOR ADOPTION, OR SCHEDULE A FOLLOW UP MEETING**

Upon a motion by Nick Edwards (second by Maeora Mosieur), the Budget Committee voted to recommend the budget to the Port Commission for adoption. **Motion Passed.**

**10. ADJOURN MEETING**

President Kronsteiner adjourned the meeting at 1:44 p.m.



M E M O R A N D U M

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

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A/P checks issued per NetSuite financial system	2,043,536.85
Payroll disbursement per Umpqua Bank statement	236,314.82
Misc electronic disbursements per Umpqua Bank statement	1,498,039.75
<b>Total Disbursements</b>	<b><u>\$ 3,777,891.42</u></b>



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Megan Richardson, Accounting Manager

DATE: June 10, 2019

SUBJECT: May 2019 Contracts Awarded

The following are bids that were awarded, and contracts authorized and signed by the Chief Executive Officer during the month of May. 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:

<b>Contract</b>	<b>Description</b>	<b>Cost</b>
Topper Industries Inc	Change Order 2: Relocate Two Bull Rail Sections to Correct an ADA Issue	\$894.00
Scott Partney Construction	Change Order 14: Replace Cap at Bent #2 - Bridge at MP 712.90	\$1,309.00
<b>Total Contracts Awarded for this period:</b>		<b>\$2,203.00</b>

# **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: June 10, 2019  
SUBJECT: Administrative Services Management Report

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**Upcoming Scheduled Meetings:**

- Coos Bay Rail Line, Inc. Board Meeting & Budget Hearing: Monday, June 17, 5:30 pm
- June Port Commission Meeting & Budget Hearing: Monday, June 17, 6:30 pm
- CCURA Board Meeting & Budget Hearing: Thursday, June 20, 7:30 am
- SDAO Board Practices Assessment: Thursday, June 20, noon

**Strategic Planning:** A half day strategic planning session is being scheduled for some time in August (hopefully to be immediately followed by the August Commission meeting). The session will be to review the current goals as outlined in the 2015 Strategic Business Plan and to update them accordingly to reflect changes within the Port's operations. This will be considered a Board Work Session and a public meeting.

**Open Enrollment:** The month of June is the open enrollment period for the Port and Rail employee's medical, dental and voluntary life insurance for the plan year beginning July 1. This is the only opportunity for employees to make changes to their insurance coverage for the next fiscal year (unless they have a qualifying event such as marriage, the birth of a child, loss of other health coverage, etc.). The cost of medical insurance for Port employees has increased 8% this fiscal year, while the cost of dental insurance for Port employees has decreased 1%.

**Property Appraisals:** Special Districts Insurance Services will be conducting property appraisals on all Port buildings and assets valued over \$100,000 that are insured within the SDIS insurance pool. The results of the appraisal will be used to establish appropriate insurable values of our buildings and will be applied at next renewal. SDIS tries to assess the values every 5-7 years. This is of no cost to the Port. The appraisal firm will be on site Monday, June 17 through Wednesday, June 19 to walk through and assess each building.

**New Charleston Marina Seasonal Office Assistance:** Although our original hire for the Charleston Marina Seasonal Office Assistance didn't work out, we are even more pleased and thankful to now have Jessica Mitts in the Charleston Marina and RV Park offices to assist both Cheryl Charitar and Victoria Moreno during the very busy late Spring/Summer/early Fall seasons. Jessica Mitts is currently a student at SWOCC studying Accounting and Business Management and has extensive work experience in customer service, administrative support, and



human resources. Cheryl and Victoria are elated with Jessica's outstanding work performance, quick learning capabilities, positive attitude and friendly customer service. Thank you for your assistance Jessica!

**Board Practices Assessment:** The Board Practices Assessment, conducted by Special Districts Association of Oregon (SDAO), is scheduled for Thursday, June 20 at noon (lunch will be provided). This will be considered a Board Work Session and a public meeting. The Assessment is a 90-minute facilitated meeting with the full board and Port staff who normally participate in the board's meetings. The Assessment is a self-assessment process in which participants will be fully engaged in evaluating the board's effectiveness, strengths and weaknesses in the following key performance areas:

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

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

**Independence Day:** The Port of Coos Bay / Coos Bay Rail Line Administrative Office and the Charleston Marina Office will be closed Thursday, July 4, and Friday, July 5. Employees will use a PTO day to cover the July 5th day off.



M E M O R A N D U M

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

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We hereby present April and April Year-to-Date [10 month] financial results for the Port.

**Operating Revenue:**

Total operating revenues were \$677K or \$99K greater than budget. Admin revenue will fall short of budget due to not having leasable space in our own building. Activity at the Marina is increasing and revenues for April have exceeded the budget by 30%. Dredge Operations has been billed and shows revenue for the season.

**Operating Expense:**

Operating expenses totaled \$856K, which was \$27K greater than budget. All departments remained within budget except Port Ops, Dredge Ops, and Charleston Ops. Charleston's overage is due to a timing issue with the billing of dredge services.

**Operating Result:**

The Port ended April with a \$179K deficit against a planned deficit of \$252K, which is better than plan by \$72K. All departments performed better than plan except Charleston.

**Other Income & Expense:**

Total other revenues were \$40K, which is \$62K less than budget. This shortfall is related to the timing of transfers from the reserve fund. Other expenses totaled \$23K, which was \$1K less than budget.

**Net Result & Year to Date:**

April Net Result amounted to a loss of \$162K compared to a budgeted loss of \$174K resulting in a \$12K positive variance. If the Port were to maintain this trend, we could expect to end the year with a negative net result, falling \$280K short of our projected year end goal.

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 May month end were \$4,882,092 which is an increase of \$59,878 from April with interest earnings of \$8,174. No interest was earned in the

money market account because the balance has been managed to meet the required minimum for banking fees and cashflow needs. The Local Government Investment Pool (LGIP) interest rate remained at 2.75% pa.

The Finance department completed the supplemental budget which will be presented at the upcoming commission meeting. The supplemental budget was needed to address the unforeseen expenses related to Rail Operations startup and the extra maintenance needs related to the Dredge. In addition to the General Fund, the Special Projects Fund had greater expenses and reimbursement related to the Channel Modification project.

As we approach the end of June the Finance team will focus on closing the year out and preparing final schedules for auditors. We are working with the auditors to navigate the year end close for Coos Bay Rail Line, Inc. and determining what impact their Financials will have in the Port's Annual Financials.

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



	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019		\$ Diff	% Diff	Apr 2018		% Diff	Jul 2018 - Apr 2019		% Diff	Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019		% Diff		
Actual	Budget	Actual			\$ Diff	Actual		Budget	\$ Diff		Actual	Budget	Last FY	\$ Diff		Projected	Budget
<b>1 Operating Income</b>																	
2 Administration	1,360	7,667	(6,307)	(82%)	1,015	345	34%	22,522	48,080	(25,558)	(53%)	19,142	3,380	18%	37,855	63,413	(40%)
3 External Affairs	8	0	8	-	0	8	-	448	0	448	-	0	448	-	448	0	-
4 Port Development	0	0	0	-	0	0	-	0	0	0	-	8,530	(8,530)	(100%)	0	0	-
5 Port Operations	65,904	60,471	5,433	9%	58,841	7,063	12%	605,031	616,502	(11,471)	(2%)	608,476	(3,445)	(1%)	728,859	740,330	(2%)
6 Railroad Operations	376,025	383,234	(7,209)	(2%)	376,405	(380)	(0%)	3,552,187	4,165,296	(613,109)	(15%)	4,124,058	(571,870)	(14%)	4,351,651	4,964,760	(12%)
7 Dredge Operations	70,594	0	70,594	-	(9,644)	80,238	(832%)	70,594	124,242	(53,648)	(43%)	411,408	(340,814)	(83%)	70,594	124,242	(43%)
<b>8 Charleston Operations</b>																	
9 Building & Dock Leases	14,773	16,516	(1,743)	(11%)	17,629	(2,856)	(16%)	173,972	171,371	2,601	2%	180,750	(6,778)	(4%)	207,601	205,000	1%
10 Property Agreements	0	755	(755)	(100%)	704	(704)	(100%)	960	6,489	(5,529)	(85%)	7,044	(6,084)	(86%)	2,471	8,000	(69%)
11 Marina	86,818	56,699	30,119	53%	36,911	49,907	135%	767,328	767,173	155	0%	822,762	(55,434)	(7%)	962,155	962,000	0%
12 Shipyard	26,299	21,449	4,850	23%	21,960	4,339	20%	217,644	217,162	481	0%	193,547	24,096	12%	265,481	265,000	0%
13 RV Park	15,719	9,649	6,070	63%	8,293	7,426	90%	247,858	211,610	36,248	17%	222,318	25,540	11%	311,248	275,000	13%
14 Ice Plant	7,975	5,310	2,665	50%	4,510	3,465	77%	244,248	198,777	45,471	23%	190,639	53,610	28%	335,472	290,000	16%
16 Travel Lift	11,000	11,209	(209)	(2%)	6,545	4,455	68%	45,385	44,864	521	1%	40,400	4,985	12%	75,521	75,000	1%
17 Other	105	3,956	(3,851)	(97%)	3,149	(3,044)	(97%)	2,937	51,434	(48,497)	(94%)	208	2,729	1313%	13,003	61,500	(79%)
<b>18 Total Charleston Operations</b>	<b>162,689</b>	<b>125,543</b>	<b>37,146</b>	<b>30%</b>	<b>99,702</b>	<b>62,987</b>	<b>63%</b>	<b>1,700,333</b>	<b>1,668,881</b>	<b>31,452</b>	<b>2%</b>	<b>1,657,669</b>	<b>42,664</b>	<b>3%</b>	<b>2,172,952</b>	<b>2,141,500</b>	<b>1%</b>
<b>19 Total Operating Income</b>	<b>676,580</b>	<b>576,915</b>	<b>99,665</b>	<b>17%</b>	<b>526,319</b>	<b>150,261</b>	<b>29%</b>	<b>5,951,115</b>	<b>6,623,001</b>	<b>(671,886)</b>	<b>(10%)</b>	<b>6,829,282</b>	<b>(878,167)</b>	<b>(13%)</b>	<b>7,362,359</b>	<b>8,034,245</b>	<b>(8%)</b>
<b>21 Operating Expenses</b>																	
22 Administration	120,331	151,485	31,155	21%	88,081	(32,249)	(37%)	988,339	1,265,411	277,072	22%	1,025,393	37,055	4%	1,227,700	1,504,772	18%
23 External Affairs	52,438	52,790	353	1%	43,509	(8,929)	(21%)	435,211	569,994	134,783	24%	435,724	512	(0%)	524,510	659,293	(20%)
24 Port Development	23,822	28,308	4,486	16%	10,940	(12,882)	(118%)	216,859	215,621	(1,237)	(1%)	185,110	(31,749)	17%	256,653	255,416	0%
25 Port Operations	37,425	36,964	(461)	(1%)	27,983	(9,442)	(34%)	233,549	301,125	67,575	22%	231,424	(2,126)	1%	290,393	357,968	(19%)
26 Railroad Operations	303,054	332,173	29,120	9%	321,310	18,256	6%	3,119,637	3,454,747	335,110	10%	3,376,217	256,580	(8%)	3,812,151	4,147,261	(8%)
27 Dredge Operations	12,465	4,552	(7,913)	(174%)	3,860	(8,605)	(223%)	270,088	115,138	(154,950)	(135%)	448,312	178,223	(40%)	279,193	124,242	125%
28 Charleston Operations	306,777	223,078	(83,699)	(38%)	106,524	(200,254)	(188%)	1,769,654	2,040,061	270,408	13%	1,785,143	15,490	(1%)	2,114,417	2,384,825	(11%)
<b>29 Total Expenses</b>	<b>856,312</b>	<b>829,352</b>	<b>(26,960)</b>	<b>(3%)</b>	<b>602,206</b>	<b>(254,105)</b>	<b>(42%)</b>	<b>7,033,337</b>	<b>7,962,097</b>	<b>928,760</b>	<b>12%</b>	<b>7,487,323</b>	<b>453,985</b>	<b>6%</b>	<b>8,505,018</b>	<b>9,433,777</b>	<b>10%</b>
<b>31 Operating Results</b>																	
32 Administration	(118,971)	(143,818)	24,848	(17%)	(87,066)	(31,904)	37%	(965,817)	(1,217,331)	251,514	(21%)	(1,006,252)	40,435	(4%)	(1,189,845)	(1,441,359)	(17%)
33 External Affairs	(52,430)	(52,790)	361	(1%)	(43,509)	(8,921)	21%	(434,763)	(569,994)	135,231	(24%)	(435,724)	960	(0%)	(524,062)	(659,293)	(21%)
34 Port Development	(23,822)	(28,308)	4,486	(16%)	(10,940)	(12,882)	118%	(216,859)	(215,621)	(1,237)	1%	(176,580)	(40,279)	23%	(256,653)	(255,416)	0%
35 Port Operations	28,479	23,507	4,972	21%	30,859	(2,380)	(8%)	371,482	315,377	56,105	18%	377,053	(5,571)	(1%)	438,467	382,362	15%
36 Railroad Operations	72,972	51,061	21,911	43%	55,095	17,876	32%	432,550	710,550	(278,000)	(39%)	747,841	(315,290)	(42%)	539,499	817,499	(34%)
37 Dredge Operations	58,129	(4,552)	62,681	(1377%)	(13,505)	71,634	(530%)	(199,494)	9,104	(208,598)	(2291%)	(36,904)	(162,591)	441%	(208,599)	(0)	57943969%
38 Charleston Operations	(144,088)	(97,535)	(46,553)	48%	(6,822)	(137,266)	2012%	(69,321)	(371,181)	301,860	(81%)	(127,474)	58,154	(46%)	58,535	(243,325)	(124%)
<b>39 Totals Operating Results</b>	<b>(179,731)</b>	<b>(252,437)</b>	<b>72,705</b>	<b>(29%)</b>	<b>(75,888)</b>	<b>(103,844)</b>	<b>137%</b>	<b>(1,082,222)</b>	<b>(1,339,096)</b>	<b>256,874</b>	<b>(19%)</b>	<b>(658,041)</b>	<b>(424,182)</b>	<b>64%</b>	<b>(1,142,659)</b>	<b>(1,399,532)</b>	<b>(18%)</b>
41 Tax Collected	11,813	15,396	(3,582)	(23%)	15,427	(3,613)	(23%)	1,707,454	1,716,059	(8,605)	(1%)	1,969,255	(261,801)	(13%)	1,742,395	1,751,000	(0%)
42 Financial Income	16,202	10,870	5,332	49%	14,839	1,363	9%	156,119	142,023	14,095	10%	166,023	(9,904)	(6%)	175,595	161,500	9%
43 Grant Income	9,743	3,592	6,151	171%	2,000	7,743	387%	127,235	120,661	6,574	5%	51,315	75,920	148%	132,174	125,600	5%
45 Other Income	2,757	72,449	(69,692)	(96%)	624,564	(621,807)	(100%)	865,061	724,489	140,572	19%	1,142,202	(277,142)	(24%)	1,009,959	869,387	16%
<b>46 Total Other Income</b>	<b>40,516</b>	<b>102,307</b>	<b>(61,791)</b>	<b>(60%)</b>	<b>656,830</b>	<b>(616,314)</b>	<b>(94%)</b>	<b>2,855,869</b>	<b>2,703,232</b>	<b>152,636</b>	<b>6%</b>	<b>3,328,795</b>	<b>(472,926)</b>	<b>(14%)</b>	<b>3,060,123</b>	<b>2,907,487</b>	<b>5%</b>
48 Financial Expenses & Taxes	1,335	1,750	415	(24%)	30,842	29,507	(96%)	43,414	17,500	(25,914)	148%	246,203	202,789	(82%)	46,914	21,000	(123%)
49 Debt Service	14,866	22,245	7,379	(33%)	20,901	6,036	(29%)	818,404	946,171	127,768	(14%)	226,232	(592,172)	262%	847,070	974,838	13%
50 Capital Outlays	6,685	0	(6,685)	-	53,072	46,387	(87%)	154,507	270,000	115,493	(43%)	60,214	(94,293)	157%	154,507	270,000	43%
51 Interfund Transfers	0	0	0	-	0	0	-	902,500	0	(902,500)	-	214	(902,286)	421846%	902,500	0	-
<b>52 Total Other Expenses</b>	<b>22,885</b>	<b>23,995</b>	<b>1,109</b>	<b>(5%)</b>	<b>104,815</b>	<b>81,929</b>	<b>(78%)</b>	<b>1,918,825</b>	<b>1,233,671</b>	<b>(685,154)</b>	<b>56%</b>	<b>532,863</b>	<b>(1,385,962)</b>	<b>260%</b>	<b>1,950,992</b>	<b>1,265,838</b>	<b>(54%)</b>
<b>54 Net Result</b>	<b>(162,101)</b>	<b>(174,125)</b>	<b>12,024</b>	<b>(7%)</b>	<b>476,127</b>	<b>(638,229)</b>	<b>(134%)</b>	<b>(145,179)</b>	<b>130,465</b>	<b>(275,644)</b>	<b>(211%)</b>	<b>2,137,891</b>	<b>(2,283,070)</b>	<b>(107%)</b>	<b>(33,527)</b>	<b>242,117</b>	<b>(114%)</b>

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

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
<b>Operating Income</b>																	
4005 Building & Dock Leases	360	6,667	(6,307)	-95%	0	360	-	3,539	29,117	(25,578)	-88%	0	3,539	-	16,872	42,450	-60%
4245 CCURA	1,000	1,000	0	0%	1,000	0	0%	10,000	10,000	0	0%	10,000	0	0%	12,000	12,000	0%
4290 Other	0	0	0	-	15	(15)	-100%	8,983	8,963	20	0%	9,142	(159)	-2%	8,983	8,963	0%
<b>Total Operating Income</b>	<b>1,360</b>	<b>7,667</b>	<b>(6,307)</b>	<b>-82%</b>	<b>1,015</b>	<b>345</b>	<b>34%</b>	<b>22,522</b>	<b>48,080</b>	<b>(25,558)</b>	<b>-53%</b>	<b>19,142</b>	<b>3,380</b>	<b>18%</b>	<b>37,855</b>	<b>63,413</b>	<b>-40%</b>
<b>Expenses</b>																	
<b>Personnel Services</b>																	
5005 Salaries	64,070	66,980	2,910	4%	37,507	(26,564)	-71%	461,703	491,032	29,330	6%	456,629	(5,073)	-1%	551,086	580,416	5%
5015 Overtime	118	127	9	7%	0	(118)	-	471	932	461	49%	548	77	14%	641	1,102	42%
5020 Car Allowance	692	692	0	0%	462	(231)	-50%	4,961	5,076	115	2%	6,278	1,317	21%	5,885	6,000	2%
5050 Merit Pool	0	3,662	3,662	100%	0	0	-	0	26,848	26,848	100%	0	0	-	4,887	31,735	85%
<b>Total Compensation</b>	<b>64,881</b>	<b>71,462</b>	<b>6,581</b>	<b>9%</b>	<b>37,968</b>	<b>(26,913)</b>	<b>-71%</b>	<b>467,135</b>	<b>523,888</b>	<b>56,753</b>	<b>11%</b>	<b>463,456</b>	<b>(3,679)</b>	<b>-1%</b>	<b>562,500</b>	<b>619,253</b>	<b>9%</b>
5100 Federal Payroll taxes	4,860	4,929	70	1%	2,884	(1,975)	-68%	31,005	36,136	5,131	14%	31,635	630	2%	37,583	42,714	12%
5105 State Payroll taxes	17	0	(17)	-	12	(5)	-37%	129	0	(129)	-	129	(0)	0%	129	0	-
5110 Unemployment Insurance	1,103	978	(125)	-13%	568	(534)	-94%	6,186	7,166	980	14%	5,624	(562)	-10%	7,491	8,471	12%
5115 Workers compensation	84	138	54	39%	975	892	91%	205	1,009	804	80%	9,752	9,546	98%	389	1,193	67%
<b>Total Payroll Taxes</b>	<b>6,063</b>	<b>6,044</b>	<b>(19)</b>	<b>0%</b>	<b>4,440</b>	<b>(1,623)</b>	<b>-37%</b>	<b>37,526</b>	<b>44,312</b>	<b>6,786</b>	<b>15%</b>	<b>47,140</b>	<b>9,614</b>	<b>20%</b>	<b>45,592</b>	<b>52,378</b>	<b>13%</b>
5200 Medical insurance	4,351	5,929	1,578	27%	3,082	(1,269)	-41%	44,133	59,288	15,154	26%	32,734	(11,400)	-35%	55,991	71,145	21%
5205 Dental insurance	725	777	53	7%	517	(208)	-40%	7,197	7,773	576	7%	5,467	(1,730)	-32%	8,752	9,328	6%
5215 Term life insurance	219	111	(108)	-98%	228	9	4%	2,635	812	(1,823)	-225%	2,705	69	3%	2,783	960	-190%
5220 Long Term Disability insurance	0	408	408	100%	0	0	-	0	2,988	2,988	100%	0	0	-	544	3,532	85%
5225 PERS Employee Contributions	5,415	10,005	4,590	46%	5,316	(100)	-2%	57,342	73,344	16,002	22%	61,943	4,600	7%	70,694	86,696	18%
5230 PERS Employer Contributions	2,321	4,288	1,967	46%	2,278	(43)	-2%	24,576	31,433	6,858	22%	26,547	1,971	7%	30,297	37,155	18%
5295 Allocations	0	0	0	-	0	0	-	0	0	0	-	(7,015)	(7,015)	100%	0	0	-
<b>Total Insured Benefits</b>	<b>13,031</b>	<b>21,517</b>	<b>8,486</b>	<b>39%</b>	<b>11,421</b>	<b>(1,610)</b>	<b>-14%</b>	<b>135,884</b>	<b>175,639</b>	<b>39,755</b>	<b>23%</b>	<b>122,380</b>	<b>(13,504)</b>	<b>-11%</b>	<b>169,061</b>	<b>208,816</b>	<b>19%</b>
<b>Total Personnel Services</b>	<b>83,974</b>	<b>99,023</b>	<b>15,049</b>	<b>15%</b>	<b>53,829</b>	<b>(30,145)</b>	<b>-56%</b>	<b>640,545</b>	<b>743,839</b>	<b>103,294</b>	<b>14%</b>	<b>632,976</b>	<b>(7,569)</b>	<b>-1%</b>	<b>777,153</b>	<b>880,447</b>	<b>12%</b>
<b>Goods &amp; Services</b>																	
6005 Seminars & training	0	1,133	1,133	100%	0	0	-	1,639	12,734	11,095	87%	21,740	20,101	92%	3,905	15,000	74%
6010 Educational reimbursement	0	0	0	-	2,501	2,501	100%	646	7,500	6,854	91%	5,546	4,900	88%	646	7,500	91%
<b>Total Staff Training</b>	<b>0</b>	<b>1,133</b>	<b>1,133</b>	<b>100%</b>	<b>2,501</b>	<b>2,501</b>	<b>100%</b>	<b>2,285</b>	<b>20,234</b>	<b>17,949</b>	<b>89%</b>	<b>27,285</b>	<b>25,000</b>	<b>92%</b>	<b>4,551</b>	<b>22,500</b>	<b>80%</b>
6020 Travel - airfare	0	250	250	100%	0	0	-	0	2,500	2,500	100%	1,968	1,968	100%	500	3,000	83%
6025 Travel - lodging & transportation	0	333	333	100%	258	258	100%	2,182	4,333	2,151	50%	3,684	1,502	41%	2,849	5,000	43%
6030 Travel - Per Diem & mileage reimbursement	34	333	300	90%	995	961	97%	1,172	3,333	2,162	65%	4,972	3,800	76%	1,838	4,000	54%
6035 Meals & Entertainment	196	300	104	35%	217	22	10%	3,990	7,033	3,044	43%	5,056	1,066	21%	4,457	7,500	41%
<b>Total Travel &amp; Entertainment</b>	<b>229</b>	<b>1,217</b>	<b>987</b>	<b>81%</b>	<b>1,470</b>	<b>1,240</b>	<b>84%</b>	<b>7,344</b>	<b>17,200</b>	<b>9,856</b>	<b>57%</b>	<b>15,680</b>	<b>8,336</b>	<b>53%</b>	<b>9,644</b>	<b>19,500</b>	<b>51%</b>

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

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6050 Office supplies	676	1,000	324	32%	656	(20)	-3%	11,917	10,000	(1,917)	-19%	3,924	(7,993)	-204%	13,917	12,000	-16%
6055 Kitchen supplies	267	417	150	36%	321	54	17%	3,061	4,167	1,105	27%	2,914	(147)	-5%	3,895	5,000	22%
6060 IT supplies	500	625	125	20%	1,096	596	54%	1,194	6,250	5,056	81%	3,382	2,187	65%	2,444	7,500	67%
6070 Postage & courier services	64	500	436	87%	414	351	85%	2,784	5,000	2,216	44%	4,104	1,320	32%	3,784	6,000	37%
6075 Memberships & dues	13	0	(13)	-	0	(13)	-	1,531	0	(1,531)	-	291	(1,241)	-427%	1,531	0	-
6077 Subscriptions	0	0	0	-	0	0	-	0	0	0	-	331	331	100%	0	0	-
6080 Office lease	7,726	0	(7,726)	-	6,110	(1,617)	-26%	68,394	42,000	(26,394)	-63%	59,347	(9,047)	-15%	68,394	42,000	-63%
6085 Office equipment lease	0	500	500	100%	504	504	100%	2,015	2,000	(15)	-1%	1,511	(504)	-33%	2,015	2,000	-1%
6090 IT SW subscriptions & licenses	7,698	11,350	3,652	32%	6,205	(1,493)	-24%	80,940	93,300	12,360	13%	64,488	(16,452)	-26%	98,640	111,000	11%
6095 Commission expenses	0	125	125	100%	0	0	-	0	1,250	1,250	100%	265	265	100%	3,750	5,000	25%
<b>Total Office Expense</b>	<b>16,945</b>	<b>14,517</b>	<b>(2,428)</b>	<b>-17%</b>	<b>15,305</b>	<b>(1,640)</b>	<b>-11%</b>	<b>173,789</b>	<b>163,967</b>	<b>(9,822)</b>	<b>-6%</b>	<b>140,558</b>	<b>(33,231)</b>	<b>-24%</b>	<b>200,322</b>	<b>190,500</b>	<b>-5%</b>
6100 Telephone - landline	2,259	583	(1,676)	-287%	435	(1,824)	-419%	6,278	5,833	(445)	-8%	4,024	(2,255)	-56%	7,445	7,000	-6%
6105 Telephone - mobile	580	750	170	23%	597	17	3%	6,072	7,500	1,428	19%	6,049	(23)	0%	7,572	9,000	16%
6110 Internet services	604	650	46	7%	607	4	1%	7,018	6,700	(318)	-5%	6,927	(91)	-1%	8,318	8,000	-4%
6115 Cable TV	47	0	(47)	-	0	(47)	-	436	400	(36)	-9%	0	(436)	-	436	400	-9%
6130 Electricity	506	2,300	1,794	78%	387	(120)	-31%	5,125	10,400	5,275	51%	3,306	(1,819)	-55%	9,725	15,000	35%
6135 Water/Sewer	0	1,200	1,200	100%	0	0	-	0	3,600	3,600	100%	0	0	-	2,400	6,000	60%
6140 Garbage/Sanitation Collection	0	600	600	100%	0	0	-	0	1,800	1,800	100%	0	0	-	1,200	3,000	60%
<b>Total Utilities</b>	<b>3,996</b>	<b>6,083</b>	<b>2,088</b>	<b>34%</b>	<b>2,027</b>	<b>(1,969)</b>	<b>-97%</b>	<b>24,929</b>	<b>36,233</b>	<b>11,304</b>	<b>31%</b>	<b>20,306</b>	<b>(4,623)</b>	<b>-23%</b>	<b>37,096</b>	<b>48,400</b>	<b>23%</b>
6200 Temporary/Contract help	0	0	0	-	0	0	-	0	0	0	-	10,310	10,310	100%	0	0	-
6205 Janitorial services	967	778	(189)	-24%	373	(594)	-159%	4,113	4,944	832	17%	3,357	(756)	-23%	5,668	6,500	13%
6215 Payroll services	1,186	808	(378)	-47%	516	(670)	-130%	6,796	5,922	(874)	-15%	5,458	(1,338)	-25%	7,874	7,000	-12%
6245 Legal advertising	0	100	100	100%	0	0	-	315	1,800	1,485	83%	655	340	52%	1,515	3,000	50%
6250 Legal services	10,100	12,500	2,400	19%	6,542	(3,558)	-54%	52,082	125,000	72,918	58%	74,290	22,208	30%	77,082	150,000	49%
6255 Auditing	0	4,625	4,625	100%	0	0	-	51,875	46,250	(5,625)	-12%	49,038	(2,838)	-6%	61,125	55,500	-10%
6260 Consulting services	0	2,500	2,500	100%	4,750	4,750	100%	0	25,000	25,000	100%	23,892	23,892	100%	5,000	30,000	83%
6265 Recruiting services	1,008	833	(175)	-21%	0	(1,008)	-	4,425	8,333	3,908	47%	2,032	(2,394)	-118%	6,092	10,000	39%
6270 Contracted Services	0	0	0	-	0	0	-	108	0	(108)	-	2,317	2,209	95%	108	0	-
6290 Commercial insurance	1,481	1,785	305	17%	393	(1,087)	-277%	14,123	17,854	3,731	21%	3,922	(10,201)	-260%	17,694	21,425	17%
<b>Total Professional Services</b>	<b>14,741</b>	<b>23,929</b>	<b>9,188</b>	<b>38%</b>	<b>12,574</b>	<b>(2,167)</b>	<b>-17%</b>	<b>133,836</b>	<b>235,104</b>	<b>101,268</b>	<b>43%</b>	<b>175,269</b>	<b>41,433</b>	<b>24%</b>	<b>182,157</b>	<b>283,425</b>	<b>36%</b>
6310 Marketing supplies	0	0	0	-	0	0	-	110	0	(110)	-	135	25	18%	110	0	-
6315 Advertising	0	0	0	-	0	0	-	0	0	0	-	665	665	100%	0	0	-
6340 Legislative support	0	0	0	-	0	0	-	0	0	0	-	5,500	5,500	100%	0	0	-
6351 Awards & Recognitions	0	0	0	-	0	0	-	2,160	0	(2,160)	-	2,200	40	2%	2,160	0	-
<b>Total Marketing Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>2,270</b>	<b>0</b>	<b>(2,270)</b>	<b>-</b>	<b>8,500</b>	<b>6,229</b>	<b>73%</b>	<b>2,270</b>	<b>0</b>	<b>-</b>

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

amounts in \$US dollars

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Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6415 Clothing	0	0	0	-	0	0	-	190	0	(190)	-	0	(190)	-	190	0	-
6420 Janitorial supplies	0	0	0	-	0	0	-	0	0	0	-	373	373	100%	0	0	-
<b>Total Operational Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>190</b>	<b>0</b>	<b>(190)</b>	<b>-</b>	<b>373</b>	<b>183</b>	<b>49%</b>	<b>190</b>	<b>0</b>	<b>-</b>
6500 Repairs & maintenance equipment	445	417	(29)	-7%	269	(176)	-65%	1,784	4,167	2,382	57%	3,964	2,180	55%	2,618	5,000	48%
6510 Repairs & maintenance buildings	0	1,000	1,000	100%	106	106	100%	1,366	3,000	1,634	54%	483	(883)	-183%	3,366	5,000	33%
<b>Total Repair and Maintenance</b>	<b>445</b>	<b>1,417</b>	<b>971</b>	<b>69%</b>	<b>375</b>	<b>(70)</b>	<b>-19%</b>	<b>3,151</b>	<b>7,167</b>	<b>4,016</b>	<b>56%</b>	<b>4,447</b>	<b>1,297</b>	<b>29%</b>	<b>5,984</b>	<b>10,000</b>	<b>40%</b>
6599 Budget Contingency	0	4,167	4,167	100%	0	0	-	0	41,667	41,667	100%	0	0	-	8,333	50,000	83%
<b>Total Goods &amp; Services</b>	<b>36,356</b>	<b>52,462</b>	<b>16,106</b>	<b>31%</b>	<b>34,252</b>	<b>(2,104)</b>	<b>-6%</b>	<b>347,793</b>	<b>521,571</b>	<b>173,778</b>	<b>33%</b>	<b>392,418</b>	<b>44,624</b>	<b>11%</b>	<b>450,547</b>	<b>624,325</b>	<b>28%</b>
<b>Total Expenses</b>	<b>120,331</b>	<b>151,485</b>	<b>31,155</b>	<b>21%</b>	<b>88,081</b>	<b>(32,249)</b>	<b>-37%</b>	<b>988,339</b>	<b>1,265,411</b>	<b>277,072</b>	<b>22%</b>	<b>1,025,393</b>	<b>37,055</b>	<b>4%</b>	<b>1,227,700</b>	<b>1,504,772</b>	<b>18%</b>
<b>Operating Results</b>	<b>(118,971)</b>	<b>(143,818)</b>	<b>24,848</b>	<b>-17%</b>	<b>(87,066)</b>	<b>(31,904)</b>	<b>37%</b>	<b>(965,817)</b>	<b>(1,217,331)</b>	<b>251,514</b>	<b>-21%</b>	<b>(1,006,252)</b>	<b>40,435</b>	<b>-4%</b>	<b>(1,189,845)</b>	<b>(1,441,359)</b>	<b>-17%</b>
<b>Other Income &amp; Expenses</b>																	
<b>Other Income</b>																	
4405 Property Taxes - Current Year	7,725	12,089	(4,364)	-36%	11,768	(4,043)	-34%	1,640,427	1,670,924	(30,497)	-2%	1,596,410	44,017	3%	1,669,503	1,700,000	-2%
4410 Property Taxes - Prior Years	4,081	3,234	847	26%	3,651	430	12%	66,858	44,135	22,724	51%	55,641	11,218	20%	72,724	50,000	45%
4505 Interest - Bank	8,828	3,496	5,332	152%	7,465	1,363	18%	82,380	24,784	57,595	232%	48,859	33,520	69%	87,108	29,513	195%
4506 Interest - Southport Note	2,253	2,253	0	0%	2,404	(151)	-6%	23,097	23,097	0	0%	24,592	(1,495)	-6%	27,564	27,564	0%
4515 Principal Repayment - Southport Note	5,121	5,121	0	0%	4,970	151	3%	50,642	50,642	0	0%	49,147	1,495	3%	60,923	60,923	0%
4905 Other	0	0	0	-	5	(5)	-100%	3,779	0	3,779	-	400,021	(396,242)	-99%	3,779	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	0	0	0	-	9,733	(9,733)	-100%	0	0	-
<b>Total Other Income</b>	<b>28,009</b>	<b>26,193</b>	<b>1,815</b>	<b>7%</b>	<b>30,263</b>	<b>(2,255)</b>	<b>-7%</b>	<b>1,867,183</b>	<b>1,813,582</b>	<b>53,601</b>	<b>3%</b>	<b>2,184,403</b>	<b>(317,220)</b>	<b>-15%</b>	<b>1,921,601</b>	<b>1,868,000</b>	<b>3%</b>
<b>Other Expenses</b>																	
<b>Taxes &amp; Misc Expenses</b>																	
6720 Property Tax - Sublet Facilities	0	0	0	-	0	0	-	173	0	(173)	-	1,751	1,577	90%	173	0	-
6740 Merchant fees	1,335	1,667	332	20%	1,008	(327)	-32%	20,928	16,667	(4,261)	-26%	19,077	(1,850)	-10%	24,261	20,000	-21%
6745 Banking fees	0	83	83	100%	176	176	100%	65	833	768	92%	572	506	89%	232	1,000	77%
6750 Fines & Penalties	0	0	0	-	7	7	100%	0	0	0	-	7	7	100%	0	0	-
<b>Total Taxes &amp; Misc Expenses</b>	<b>1,335</b>	<b>1,750</b>	<b>415</b>	<b>24%</b>	<b>1,191</b>	<b>(144)</b>	<b>-12%</b>	<b>21,166</b>	<b>17,500</b>	<b>(3,666)</b>	<b>-21%</b>	<b>21,406</b>	<b>240</b>	<b>1%</b>	<b>24,666</b>	<b>21,000</b>	<b>-17%</b>
<b>Debt Services</b>																	
7005 Principal repayment	0	2,500	2,500	100%	16,493	16,493	100%	0	25,000	25,000	100%	21,893	21,893	100%	5,000	30,000	83%
7010 Interest payment	0	5,000	5,000	100%	49	49	100%	0	50,000	50,000	100%	308	308	100%	10,000	60,000	83%
<b>Total Debt Services</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>	<b>100%</b>	<b>16,542</b>	<b>16,542</b>	<b>100%</b>	<b>0</b>	<b>75,000</b>	<b>75,000</b>	<b>100%</b>	<b>22,200</b>	<b>22,200</b>	<b>100%</b>	<b>15,000</b>	<b>90,000</b>	<b>83%</b>
<b>Total Other Expenses</b>	<b>1,335</b>	<b>9,250</b>	<b>7,915</b>	<b>86%</b>	<b>17,733</b>	<b>16,398</b>	<b>92%</b>	<b>21,166</b>	<b>92,500</b>	<b>71,334</b>	<b>77%</b>	<b>43,607</b>	<b>22,441</b>	<b>51%</b>	<b>39,666</b>	<b>111,000</b>	<b>64%</b>
<b>Net Other Income</b>	<b>26,674</b>	<b>16,943</b>	<b>9,730</b>	<b>57%</b>	<b>12,530</b>	<b>14,143</b>	<b>113%</b>	<b>1,846,017</b>	<b>1,721,082</b>	<b>124,935</b>	<b>7%</b>	<b>2,140,796</b>	<b>(294,780)</b>	<b>-14%</b>	<b>1,881,935</b>	<b>1,757,000</b>	<b>7%</b>
<b>Net Result</b>	<b>(92,297)</b>	<b>(126,875)</b>	<b>34,578</b>	<b>-27%</b>	<b>(74,536)</b>	<b>(17,761)</b>	<b>24%</b>	<b>880,200</b>	<b>503,751</b>	<b>376,448</b>	<b>75%</b>	<b>1,134,544</b>	<b>(254,344)</b>	<b>-22%</b>	<b>692,089</b>	<b>315,641</b>	<b>119%</b>

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

amounts in \$US dollars

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



External Affairs	Current Period				Same Month Last Year			Year to Date						Year End			
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD			Jul 2018 - Jun 2019		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
<b>Operating Income</b>																	
4180 Merchandise	8	0	8	-	0	8	-	448	0	448	-	0	448	-	448	0	-
<b>Total Operating Income</b>	<b>8</b>	<b>0</b>	<b>8</b>	<b>-</b>	<b>0</b>	<b>8</b>	<b>-</b>	<b>448</b>	<b>0</b>	<b>448</b>	<b>-</b>	<b>0</b>	<b>448</b>	<b>-</b>	<b>448</b>	<b>0</b>	<b>-</b>
<b>Expenses</b>																	
<b>Personnel Services</b>																	
5005 Salaries	27,308	27,311	4	0%	17,675	(9,633)	-54%	199,358	200,221	863	0%	181,866	(17,492)	-10%	235,805	236,668	0%
5010 Other compensation	0	0	0	-	0	0	-	26	0	(26)	-	0	(26)	-	26	0	-
5015 Overtime	0	208	208	100%	0	0	-	27	1,523	1,496	98%	139	112	80%	304	1,800	83%
5020 Car Allowance	1,038	1,039	0	0%	692	(346)	-50%	7,442	7,614	172	2%	7,121	(321)	-5%	8,828	9,000	2%
<b>Total Compensation</b>	<b>28,346</b>	<b>28,558</b>	<b>212</b>	<b>1%</b>	<b>18,367</b>	<b>(9,979)</b>	<b>-54%</b>	<b>206,853</b>	<b>209,358</b>	<b>2,505</b>	<b>1%</b>	<b>189,126</b>	<b>(17,727)</b>	<b>-9%</b>	<b>244,963</b>	<b>247,468</b>	<b>1%</b>
5100 Federal Payroll taxes	2,135	2,173	38	2%	1,386	(749)	-54%	15,610	15,932	322	2%	13,526	(2,084)	-15%	18,510	18,832	2%
5105 State Payroll taxes	7	0	(7)	-	6	(1)	-11%	57	0	(57)	-	59	2	3%	57	0	-
5110 Unemployment Insurance	681	340	(340)	-100%	453	(228)	-50%	2,758	2,494	(264)	-11%	2,532	(226)	-9%	3,212	2,948	-9%
5115 Workers compensation	44	64	20	31%	396	352	89%	185	466	281	60%	3,957	3,772	95%	270	551	51%
<b>Total Payroll Taxes</b>	<b>2,867</b>	<b>2,577</b>	<b>(290)</b>	<b>-11%</b>	<b>2,241</b>	<b>(626)</b>	<b>-28%</b>	<b>18,609</b>	<b>18,892</b>	<b>283</b>	<b>1%</b>	<b>20,073</b>	<b>1,463</b>	<b>7%</b>	<b>22,048</b>	<b>22,331</b>	<b>1%</b>
5200 Medical insurance	2,220	2,220	(0)	0%	2,115	(106)	-5%	22,204	22,203	(1)	0%	21,146	(1,058)	-5%	26,645	26,644	0%
5205 Dental insurance	262	219	(43)	-20%	219	(43)	-20%	2,617	2,185	(432)	-20%	2,185	(432)	-20%	3,054	2,622	-16%
5215 Term life insurance	149	30	(119)	-396%	120	(28)	-23%	1,487	300	(1,187)	-396%	1,274	(213)	-17%	1,547	360	-330%
5220 Long Term Disability insurance	0	159	159	100%	0	0	-	0	1,162	1,162	100%	0	0	-	212	1,374	85%
5225 PERS Employee Contributions	2,646	3,998	1,352	34%	2,571	(74)	-3%	28,289	29,311	1,022	3%	22,634	(5,655)	-25%	33,624	34,646	3%
5230 PERS Employer Contributions	1,134	1,713	580	34%	1,102	(32)	-3%	12,124	12,561	438	3%	9,700	(2,423)	-25%	14,410	14,848	3%
<b>Total Insured Benefits</b>	<b>6,410</b>	<b>8,339</b>	<b>1,929</b>	<b>23%</b>	<b>6,127</b>	<b>(283)</b>	<b>-5%</b>	<b>66,720</b>	<b>67,723</b>	<b>1,002</b>	<b>1%</b>	<b>56,939</b>	<b>(9,781)</b>	<b>-17%</b>	<b>79,492</b>	<b>80,494</b>	<b>1%</b>
<b>Total Personnel Services</b>	<b>37,623</b>	<b>39,474</b>	<b>1,851</b>	<b>5%</b>	<b>26,735</b>	<b>(10,888)</b>	<b>-41%</b>	<b>292,183</b>	<b>295,973</b>	<b>3,790</b>	<b>1%</b>	<b>266,138</b>	<b>(26,045)</b>	<b>-10%</b>	<b>346,503</b>	<b>350,293</b>	<b>1%</b>
<b>Goods &amp; Services</b>																	
6005 Seminars & training	0	375	375	100%	0	0	-	1,400	3,750	2,350	63%	4,520	3,120	69%	2,150	4,500	52%
6010 Educational reimbursement	550	0	(550)	-	0	(550)	-	4,100	6,000	1,900	32%	0	(4,100)	-	4,100	6,000	32%
<b>Total Staff Training</b>	<b>550</b>	<b>375</b>	<b>(175)</b>	<b>-47%</b>	<b>0</b>	<b>(550)</b>	<b>-</b>	<b>5,500</b>	<b>9,750</b>	<b>4,250</b>	<b>44%</b>	<b>4,520</b>	<b>(980)</b>	<b>-22%</b>	<b>6,250</b>	<b>10,500</b>	<b>40%</b>
6020 Travel - airfare	0	0	0	-	0	0	-	135	6,000	5,865	98%	1,940	1,805	93%	135	6,000	98%
6025 Travel - lodging & transportation	343	400	57	14%	1,063	720	68%	5,224	7,280	2,056	28%	6,065	841	14%	5,944	8,000	26%
6030 Travel - Per Diem & mileage reimbursement	0	600	600	100%	923	923	100%	4,344	8,800	4,456	51%	5,700	1,356	24%	5,544	10,000	45%
6035 Meals & Entertainment	62	700	638	91%	181	120	66%	925	8,600	7,675	89%	1,892	968	51%	2,325	10,000	77%
<b>Total Travel &amp; Entertainment</b>	<b>404</b>	<b>1,700</b>	<b>1,296</b>	<b>76%</b>	<b>2,167</b>	<b>1,763</b>	<b>81%</b>	<b>10,628</b>	<b>30,680</b>	<b>20,052</b>	<b>65%</b>	<b>15,597</b>	<b>4,969</b>	<b>32%</b>	<b>13,948</b>	<b>34,000</b>	<b>59%</b>
6050 Office supplies	0	42	42	100%	52	52	100%	201	417	215	52%	596	395	66%	285	500	43%
6060 IT supplies	0	0	0	-	0	0	-	0	0	0	-	3,495	3,495	100%	0	0	-
6070 Postage & courier services	0	0	0	-	8	8	100%	0	0	0	-	108	108	100%	0	0	-



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

amounts in \$US dollars

Fund: General Fund

Department: External Affairs

Location: All

Budget: Adopted



External Affairs	Current Period				Same Month Last Year			Year to Date					Year End				
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD			Jul 2018 - Jun 2019		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6075 Memberships & dues	1,706	3,333	1,628	49%	1,209	(496)	-41%	23,914	33,333	9,419	28%	21,575	(2,340)	-11%	30,581	40,000	24%
6077 Subscriptions	0	0	0	-	0	0	-	0	0	0	-	1,046	1,046	100%	0	0	-
6090 IT SW subscriptions & licenses	0	0	0	-	13	13	100%	0	0	0	-	6,197	6,197	100%	0	0	-
<b>Total Office Expense</b>	<b>1,706</b>	<b>3,375</b>	<b>1,669</b>	<b>49%</b>	<b>1,282</b>	<b>(424)</b>	<b>-33%</b>	<b>24,116</b>	<b>33,750</b>	<b>9,634</b>	<b>29%</b>	<b>33,017</b>	<b>8,901</b>	<b>27%</b>	<b>30,866</b>	<b>40,500</b>	<b>24%</b>
6250 Legal services	0	0	0	-	0	0	-	0	0	0	-	1,480	1,480	100%	0	0	-
6260 Consulting services	0	0	0	-	0	0	-	0	65,000	65,000	100%	7,950	7,950	100%	0	65,000	100%
6270 Contracted Services	0	0	0	-	0	0	-	16	0	(16)	-	202	186	92%	16	0	-
6290 Commercial insurance	0	0	0	-	388	388	100%	0	0	0	-	3,870	3,870	100%	0	0	-
<b>Total Professional Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>388</b>	<b>388</b>	<b>100%</b>	<b>16</b>	<b>65,000</b>	<b>64,984</b>	<b>100%</b>	<b>13,502</b>	<b>13,486</b>	<b>100%</b>	<b>16</b>	<b>65,000</b>	<b>100%</b>
6300 Promotional & marketing services	0	0	0	-	0	0	-	0	0	0	-	245	245	100%	0	0	-
6305 Promotional items	0	0	0	-	0	0	-	0	0	0	-	1,067	1,067	100%	0	0	-
6310 Marketing supplies	13	0	(13)	-	6	(6)	-100%	3,909	6,000	2,091	35%	12,409	8,501	69%	5,909	8,000	26%
6315 Advertising	2,035	1,200	(835)	-70%	2,873	838	29%	16,815	32,000	15,185	47%	17,550	735	4%	24,815	40,000	38%
6320 Cargo recruitment & development	2,800	0	(2,800)	-	2,998	198	7%	5,924	14,500	8,576	59%	12,485	6,560	53%	5,924	14,500	59%
6325 Commercial Marketing	0	0	0	-	0	0	-	0	0	0	-	55	55	100%	0	0	-
6340 Legislative support	7,057	6,667	(390)	-6%	7,060	3	0%	62,370	66,667	4,296	6%	56,396	(5,974)	-11%	75,704	80,000	5%
6345 Community affairs	250	0	(250)	-	0	(250)	-	13,750	15,675	1,925	12%	2,742	(11,008)	-401%	14,575	16,500	12%
<b>Total Marketing Expense</b>	<b>12,155</b>	<b>7,867</b>	<b>(4,288)</b>	<b>-55%</b>	<b>12,937</b>	<b>783</b>	<b>6%</b>	<b>102,769</b>	<b>134,842</b>	<b>32,073</b>	<b>24%</b>	<b>102,950</b>	<b>181</b>	<b>0%</b>	<b>126,927</b>	<b>159,000</b>	<b>20%</b>
<b>Total Goods &amp; Services</b>	<b>14,815</b>	<b>13,317</b>	<b>(1,498)</b>	<b>-11%</b>	<b>16,774</b>	<b>1,959</b>	<b>12%</b>	<b>143,029</b>	<b>274,022</b>	<b>130,993</b>	<b>48%</b>	<b>169,585</b>	<b>26,557</b>	<b>16%</b>	<b>178,007</b>	<b>309,000</b>	<b>42%</b>
<b>Total Expenses</b>	<b>52,438</b>	<b>52,790</b>	<b>353</b>	<b>1%</b>	<b>43,509</b>	<b>(8,929)</b>	<b>-21%</b>	<b>435,211</b>	<b>569,994</b>	<b>134,783</b>	<b>24%</b>	<b>435,724</b>	<b>512</b>	<b>0%</b>	<b>524,510</b>	<b>659,293</b>	<b>20%</b>
<b>Operating Results</b>	<b>(52,430)</b>	<b>(52,790)</b>	<b>361</b>	<b>-1%</b>	<b>(43,509)</b>	<b>(8,921)</b>	<b>21%</b>	<b>(434,763)</b>	<b>(569,994)</b>	<b>135,231</b>	<b>-24%</b>	<b>(435,724)</b>	<b>960</b>	<b>0%</b>	<b>(524,062)</b>	<b>(659,293)</b>	<b>-21%</b>
<b>Other Income &amp; Expenses</b>																	
<b>Other Income</b>																	
4695 Grants Received - Other	0	0	0	-	0	0	-	0	50,000	(50,000)	-100%	0	0	-	0	50,000	-100%
<b>Total Other Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>50,000</b>	<b>(50,000)</b>	<b>-100%</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>50,000</b>	<b>-100%</b>
<b>Net Other Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>50,000</b>	<b>(50,000)</b>	<b>-100%</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>50,000</b>	<b>-100%</b>
<b>Net Result</b>	<b>(52,430)</b>	<b>(52,790)</b>	<b>361</b>	<b>-1%</b>	<b>(43,509)</b>	<b>(8,921)</b>	<b>21%</b>	<b>(434,763)</b>	<b>(519,994)</b>	<b>85,231</b>	<b>-16%</b>	<b>(435,724)</b>	<b>960</b>	<b>0%</b>	<b>(524,062)</b>	<b>(609,293)</b>	<b>-14%</b>

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

amounts in \$US dollars

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



Port Development	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
<b>Operating Income</b>																	
4240 Project Management Fees	0	0	0	-	0	0	-	0	0	0	-	8,530	(8,530)	-100%	0	0	-
<b>Total Operating Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>8,530</b>	<b>(8,530)</b>	<b>-100%</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>Expenses</b>																	
<b>Personnel Services</b>																	
5005 Salaries	17,297	18,780	1,483	8%	12,154	(5,143)	-42%	138,718	137,678	(1,040)	-1%	125,011	(13,707)	-11%	163,780	162,740	-1%
5020 Car Allowance	692	692	0	0%	462	(231)	-50%	4,788	5,076	288	6%	4,747	(41)	-1%	5,712	6,000	5%
<b>Total Compensation</b>	<b>17,989</b>	<b>19,473</b>	<b>1,483</b>	<b>8%</b>	<b>12,615</b>	<b>(5,374)</b>	<b>-43%</b>	<b>143,506</b>	<b>142,754</b>	<b>(752)</b>	<b>-1%</b>	<b>129,758</b>	<b>(13,748)</b>	<b>-11%</b>	<b>169,492</b>	<b>168,740</b>	<b>0%</b>
5100 Federal Payroll taxes	1,376	1,490	113	8%	917	(459)	-50%	10,860	10,921	61	1%	9,458	(1,402)	-15%	12,848	12,909	0%
5105 State Payroll taxes	5	0	(5)	-	3	(2)	-66%	39	0	(39)	-	39	(0)	0%	39	0	-
5110 Unemployment Insurance	504	227	(277)	-122%	300	(204)	-68%	1,511	1,662	151	9%	1,235	(276)	-22%	1,814	1,965	8%
5115 Workers compensation	40	56	16	28%	271	230	85%	227	410	183	45%	2,707	2,480	92%	302	485	38%
<b>Total Payroll Taxes</b>	<b>1,925</b>	<b>1,772</b>	<b>(153)</b>	<b>-9%</b>	<b>1,491</b>	<b>(434)</b>	<b>-29%</b>	<b>12,637</b>	<b>12,993</b>	<b>356</b>	<b>3%</b>	<b>13,439</b>	<b>802</b>	<b>6%</b>	<b>15,003</b>	<b>15,359</b>	<b>2%</b>
5200 Medical insurance	945	1,819	874	48%	1,732	787	45%	10,724	18,188	7,464	41%	17,322	6,598	38%	14,361	21,825	34%
5205 Dental insurance	101	172	72	42%	172	72	42%	1,168	1,723	555	32%	1,723	555	32%	1,512	2,067	27%
5215 Term life insurance	92	28	(65)	-234%	83	(9)	-11%	898	203	(695)	-342%	832	(66)	-8%	935	240	-289%
5220 Long Term Disability insurance	0	108	108	100%	0	0	-	0	793	793	100%	0	0	-	144	937	85%
5225 PERS Employee Contributions	1,679	2,726	1,047	38%	1,766	87	5%	17,549	19,986	2,436	12%	18,545	995	5%	21,188	23,624	10%
5230 PERS Employer Contributions	720	1,168	449	38%	757	37	5%	7,521	8,565	1,044	12%	7,948	427	5%	9,080	10,124	10%
5295 Allocations	0	0	0	-	(8,605)	(8,605)	100%	0	0	0	-	(32,321)	(32,321)	100%	0	0	-
<b>Total Insured Benefits</b>	<b>3,537</b>	<b>6,021</b>	<b>2,485</b>	<b>41%</b>	<b>(4,094)</b>	<b>(7,631)</b>	<b>186%</b>	<b>37,860</b>	<b>49,457</b>	<b>11,598</b>	<b>23%</b>	<b>14,048</b>	<b>(23,811)</b>	<b>-169%</b>	<b>47,219</b>	<b>58,817</b>	<b>20%</b>
<b>Total Personnel Services</b>	<b>23,451</b>	<b>27,266</b>	<b>3,815</b>	<b>14%</b>	<b>10,012</b>	<b>(13,439)</b>	<b>-134%</b>	<b>194,004</b>	<b>205,205</b>	<b>11,201</b>	<b>5%</b>	<b>157,246</b>	<b>(36,758)</b>	<b>-23%</b>	<b>231,715</b>	<b>242,916</b>	<b>5%</b>
<b>Goods &amp; Services</b>																	
6005 Seminars & training	0	208	208	100%	0	0	-	1,542	2,083	541	26%	289	(1,253)	-434%	1,959	2,500	22%
6010 Educational reimbursement	0	208	208	100%	0	0	-	0	2,083	2,083	100%	0	0	-	417	2,500	83%
<b>Total Staff Training</b>	<b>0</b>	<b>417</b>	<b>417</b>	<b>100%</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>1,542</b>	<b>4,167</b>	<b>2,625</b>	<b>63%</b>	<b>289</b>	<b>(1,253)</b>	<b>-434%</b>	<b>2,375</b>	<b>5,000</b>	<b>52%</b>
6020 Travel - airfare	0	125	125	100%	0	0	-	0	1,250	1,250	100%	0	0	-	250	1,500	83%
6025 Travel - lodging & transportation	0	208	208	100%	0	0	-	0	2,083	2,083	100%	417	417	100%	417	2,500	83%
6030 Travel - Per Diem & mileage reimbursement	371	292	(80)	-27%	0	(371)	-	831	2,917	2,086	72%	1,786	955	53%	1,414	3,500	60%
6035 Meals & Entertainment	0	0	0	-	0	0	-	0	0	0	-	299	299	100%	0	0	-
<b>Total Travel &amp; Entertainment</b>	<b>371</b>	<b>625</b>	<b>254</b>	<b>41%</b>	<b>0</b>	<b>(371)</b>	<b>-</b>	<b>831</b>	<b>6,250</b>	<b>5,419</b>	<b>87%</b>	<b>2,502</b>	<b>1,671</b>	<b>67%</b>	<b>2,081</b>	<b>7,500</b>	<b>72%</b>
6050 Office supplies	0	0	0	-	0	0	-	0	0	0	-	240	240	100%	0	0	-
6070 Postage & courier services	0	0	0	-	0	0	-	0	0	0	-	8	8	100%	0	0	-
6075 Memberships & dues	0	0	0	-	0	0	-	0	0	0	-	1,152	1,152	100%	0	0	-
6090 IT SW subscriptions & licenses	0	0	0	-	0	0	-	0	0	0	-	20	20	100%	0	0	-

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

amounts in \$US dollars

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



Port Development	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
<b>Total Office Expense</b>	0	0	0	-	0	0	-	0	0	0	-	1,420	1,420	100%	0	0	-
6155 Environmental Remediation/Mitigation/Monitoring	0	0	0	-	0	0	-	0	0	0	-	1,025	1,025	100%	0	0	-
<b>Total Utilities</b>	0	0	0	-	0	0	-	0	0	0	-	1,025	1,025	100%	0	0	-
6245 Legal advertising	0	0	0	-	0	0	-	0	0	0	-	114	114	100%	0	0	-
6250 Legal services	0	0	0	-	334	334	100%	0	0	0	-	3,290	3,290	100%	0	0	-
6260 Consulting services	0	0	0	-	0	0	-	15,346	0	(15,346)	-	12,441	(2,904)	-23%	15,346	0	-
6270 Contracted Services	0	0	0	-	0	0	-	3,750	0	(3,750)	-	0	(3,750)	-	3,750	0	-
6290 Commercial insurance	0	0	0	-	564	564	100%	0	0	0	-	5,625	5,625	100%	0	0	-
<b>Total Professional Services</b>	0	0	0	-	898	898	100%	19,096	0	(19,096)	-	21,470	2,375	11%	19,096	0	-
6405 Safety/hazardous materials	0	0	0	-	0	0	-	1,031	0	(1,031)	-	280	(751)	-269%	1,031	0	-
6415 Clothing	0	0	0	-	0	0	-	240	0	(240)	-	8	(232)	-2900%	240	0	-
6450 Fuel - Gas	0	0	0	-	0	0	-	92	0	(92)	-	0	(92)	-	92	0	-
<b>Total Operational Expense</b>	0	0	0	-	0	0	-	1,363	0	(1,363)	-	288	(1,075)	-374%	1,363	0	-
6515 Repairs & maintenance land improvements	0	0	0	-	0	0	-	24	0	(24)	-	591	566	96%	24	0	-
6520 Repairs & maintenance docks	0	0	0	-	30	30	100%	0	0	0	-	30	30	100%	0	0	-
6580 Permits	0	0	0	-	0	0	-	0	0	0	-	250	250	100%	0	0	-
<b>Total Repair and Maintenance</b>	0	0	0	-	30	30	100%	24	0	(24)	-	870	846	97%	24	0	-
<b>Total Goods &amp; Services</b>	371	1,042	670	64%	928	556	60%	22,855	10,417	(12,438)	-119%	27,864	5,009	18%	24,938	12,500	-100%
<b>Total Expenses</b>	23,822	28,308	4,486	16%	10,940	(12,882)	-118%	216,859	215,621	(1,237)	-1%	185,110	(31,749)	-17%	256,653	255,416	0%
<b>Operating Results</b>	(23,822)	(28,308)	4,486	-16%	(10,940)	(12,882)	118%	(216,859)	(215,621)	(1,237)	1%	(176,580)	(40,279)	23%	(256,653)	(255,416)	0%
<b>Other Income &amp; Expenses</b>																	
<b>Other Income</b>																	
4605 Grants Received - ODOT Lottery	9,743	0	9,743	-	0	9,743	-	103,227	0	103,227	-	0	103,227	-	103,227	0	-
4810 Transfer - SPF	0	11,933	(11,933)	-100%	0	0	-	0	119,333	(119,333)	-100%	0	0	-	23,867	143,200	-83%
<b>Total Other Income</b>	9,743	11,933	(2,190)	-18%	0	9,743	-	103,227	119,333	(16,107)	-13%	0	103,227	-	127,093	143,200	-11%
<b>Other Expenses</b>																	
<b>Taxes &amp; Misc Expenses</b>																	
6745 Banking fees	0	0	0	-	0	0	-	14,083	0	(14,083)	-	0	(14,083)	-	14,083	0	-
<b>Total Taxes &amp; Misc Expenses</b>	0	0	0	-	0	0	-	14,083	0	(14,083)	-	0	(14,083)	-	14,083	0	-
<b>Debt Services</b>																	
7010 Interest payment	10,562	6,833	(3,729)	-55%	0	(10,562)	-	34,621	68,333	33,712	49%	0	(34,621)	-	48,288	82,000	41%
9010 Transfers - SPF	0	0	0	-	0	0	-	0	0	0	-	214	214	100%	0	0	-

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

amounts in \$US dollars

Fund: General Fund

Department: Port Development

Location: All

Budget: Adopted



Port Development	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
8095 CIP Capitalized Labor	0	0	0	-	8,605	8,605	100%	0	0	0	-	0	0	-	0	0	-
<b>Total Debt Services</b>	<b>10,562</b>	<b>6,833</b>	<b>(3,729)</b>	<b>-55%</b>	<b>8,605</b>	<b>(1,957)</b>	<b>-23%</b>	<b>34,621</b>	<b>68,333</b>	<b>33,712</b>	<b>49%</b>	<b>214</b>	<b>(34,407)</b>	<b>-16086%</b>	<b>48,288</b>	<b>82,000</b>	<b>41%</b>
<b>Total Other Expenses</b>	<b>10,562</b>	<b>6,833</b>	<b>(3,729)</b>	<b>-55%</b>	<b>8,605</b>	<b>(1,957)</b>	<b>-23%</b>	<b>48,704</b>	<b>68,333</b>	<b>19,630</b>	<b>29%</b>	<b>214</b>	<b>(48,490)</b>	<b>-22670%</b>	<b>62,370</b>	<b>82,000</b>	<b>24%</b>
<b>Net Other Income</b>	<b>(819)</b>	<b>5,100</b>	<b>(5,919)</b>	<b>-116%</b>	<b>(8,605)</b>	<b>7,786</b>	<b>-90%</b>	<b>54,523</b>	<b>51,000</b>	<b>3,523</b>	<b>7%</b>	<b>(214)</b>	<b>54,737</b>	<b>-25591%</b>	<b>64,723</b>	<b>61,200</b>	<b>6%</b>
<b>Net Result</b>	<b>(24,641)</b>	<b>(23,208)</b>	<b>(1,433)</b>	<b>6%</b>	<b>(19,545)</b>	<b>(5,097)</b>	<b>26%</b>	<b>(162,336)</b>	<b>(164,621)</b>	<b>2,286</b>	<b>-1%</b>	<b>(176,794)</b>	<b>14,458</b>	<b>-8%</b>	<b>(191,930)</b>	<b>(194,216)</b>	<b>-1%</b>

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

amounts in \$US dollars

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



Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
<b>Operating Income</b>																	
4005 Building & Dock Leases	14,025	8,757	5,267	60%	9,294	4,731	51%	90,506	88,285	2,220	3%	93,693	(3,187)	-3%	108,020	105,800	2%
4010 Property Agreements	5,574	4,150	1,424	34%	5,448	127	2%	64,706	65,814	(1,108)	-2%	86,383	(21,677)	-25%	75,892	77,000	-1%
4240 Project Management Fees	46,305	46,314	(9)	0%	44,100	2,205	5%	449,820	449,903	(83)	0%	428,400	21,420	5%	542,447	542,530	0%
4290 Other	0	1,250	(1,250)	-100%	0	0	-	0	12,500	(12,500)	-100%	0	0	-	2,500	15,000	-83%
<b>Total Operating Income</b>	<b>65,904</b>	<b>60,471</b>	<b>5,433</b>	<b>9%</b>	<b>58,841</b>	<b>7,063</b>	<b>12%</b>	<b>605,031</b>	<b>616,502</b>	<b>(11,471)</b>	<b>-2%</b>	<b>608,476</b>	<b>(3,445)</b>	<b>-1%</b>	<b>728,859</b>	<b>740,330</b>	<b>-2%</b>
<b>Expenses</b>																	
<b>Personnel Services</b>																	
5005 Salaries	19,094	19,097	3	0%	9,631	(9,463)	-98%	137,411	139,997	2,586	2%	119,041	(18,370)	-15%	162,895	165,481	2%
5010 Other compensation	0	0	0	-	0	0	-	0	0	0	-	54	54	100%	0	0	-
5020 Car Allowance	692	692	0	0%	346	(346)	-100%	4,961	5,076	115	2%	4,170	(791)	-19%	5,885	6,000	2%
<b>Total Compensation</b>	<b>19,786</b>	<b>19,789</b>	<b>3</b>	<b>0%</b>	<b>9,977</b>	<b>(9,809)</b>	<b>-98%</b>	<b>142,372</b>	<b>145,073</b>	<b>2,701</b>	<b>2%</b>	<b>123,265</b>	<b>(19,107)</b>	<b>-16%</b>	<b>168,780</b>	<b>171,481</b>	<b>2%</b>
5100 Federal Payroll taxes	1,514	1,514	0	0%	763	(750)	-98%	10,891	11,098	206	2%	9,430	(1,462)	-16%	12,912	13,118	2%
5105 State Payroll taxes	5	0	(5)	-	3	(2)	-55%	39	0	(39)	-	36	(2)	-6%	39	0	-
5110 Unemployment Insurance	554	227	(327)	-144%	249	(305)	-122%	2,220	1,662	(557)	-34%	1,964	(255)	-13%	2,522	1,965	-28%
5115 Workers compensation	39	48	8	17%	278	239	86%	212	349	136	39%	2,784	2,572	92%	276	412	33%
<b>Total Payroll Taxes</b>	<b>2,112</b>	<b>1,788</b>	<b>(324)</b>	<b>-18%</b>	<b>1,294</b>	<b>(818)</b>	<b>-63%</b>	<b>13,362</b>	<b>13,109</b>	<b>(253)</b>	<b>-2%</b>	<b>14,215</b>	<b>853</b>	<b>6%</b>	<b>15,748</b>	<b>15,495</b>	<b>-2%</b>
5200 Medical insurance	0	1,346	1,346	100%	0	0	-	(945)	13,463	14,408	107%	2,700	3,644	135%	1,748	16,156	89%
5205 Dental insurance	206	219	12	6%	172	(34)	-20%	2,064	2,185	122	6%	1,261	(803)	-64%	2,501	2,622	5%
5215 Term life insurance	101	28	(74)	-266%	47	(54)	-115%	1,014	203	(811)	-399%	661	(353)	-53%	1,051	240	-338%
5220 Long Term Disability insurance	0	110	110	100%	0	0	-	0	806	806	100%	0	0	-	147	953	85%
5225 PERS Employee Contributions	1,847	2,770	924	33%	1,031	(816)	-79%	16,853	20,310	3,457	17%	11,841	(5,011)	-42%	20,550	24,007	14%
5230 PERS Employer Contributions	791	1,187	396	33%	442	(350)	-79%	7,222	8,704	1,482	17%	5,075	(2,147)	-42%	8,807	10,289	14%
5295 Allocations	0	0	0	-	0	0	-	0	0	0	-	(1,085)	(1,085)	100%	0	0	-
<b>Total Insured Benefits</b>	<b>2,946</b>	<b>5,660</b>	<b>2,714</b>	<b>48%</b>	<b>1,692</b>	<b>(1,254)</b>	<b>-74%</b>	<b>26,207</b>	<b>45,672</b>	<b>19,465</b>	<b>43%</b>	<b>20,452</b>	<b>(5,755)</b>	<b>-28%</b>	<b>34,802</b>	<b>54,267</b>	<b>36%</b>
<b>Total Personnel Services</b>	<b>24,844</b>	<b>27,237</b>	<b>2,393</b>	<b>9%</b>	<b>12,963</b>	<b>(11,881)</b>	<b>-92%</b>	<b>181,942</b>	<b>203,854</b>	<b>21,912</b>	<b>11%</b>	<b>157,932</b>	<b>(24,009)</b>	<b>-15%</b>	<b>219,331</b>	<b>241,243</b>	<b>9%</b>
<b>Goods &amp; Services</b>																	
6005 Seminars & training	0	417	417	100%	140	140	100%	325	4,167	3,842	92%	435	110	25%	1,158	5,000	77%
6010 Educational reimbursement	0	125	125	100%	0	0	-	0	1,250	1,250	100%	0	0	-	250	1,500	83%
<b>Total Staff Training</b>	<b>0</b>	<b>542</b>	<b>542</b>	<b>100%</b>	<b>140</b>	<b>140</b>	<b>100%</b>	<b>325</b>	<b>5,417</b>	<b>5,092</b>	<b>94%</b>	<b>435</b>	<b>110</b>	<b>25%</b>	<b>1,408</b>	<b>6,500</b>	<b>78%</b>
6020 Travel - airfare	556	667	111	17%	0	(556)	-	581	6,667	6,086	91%	1,912	1,331	70%	1,914	8,000	76%
6025 Travel - lodging & transportation	1,870	1,375	(495)	-36%	1,169	(701)	-60%	12,041	13,750	1,709	12%	12,083	42	0%	14,791	16,500	10%
6030 Travel - Per Diem & mileage reimbursement	540	833	293	35%	900	360	40%	7,050	8,333	1,283	15%	7,407	357	5%	8,717	10,000	13%
6035 Meals & Entertainment	0	42	42	100%	0	0	-	59	417	358	86%	84	25	30%	142	500	72%
<b>Total Travel &amp; Entertainment</b>	<b>2,966</b>	<b>2,917</b>	<b>(50)</b>	<b>-2%</b>	<b>2,069</b>	<b>(897)</b>	<b>-43%</b>	<b>19,732</b>	<b>29,167</b>	<b>9,435</b>	<b>32%</b>	<b>21,486</b>	<b>1,754</b>	<b>8%</b>	<b>25,565</b>	<b>35,000</b>	<b>27%</b>

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

amounts in \$US dollars

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



Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6075 Memberships & dues	(1,885)	0	1,885	-	0	1,885	-	0	0	0	-	1,557	1,557	100%	0	0	-
<b>Total Office Expense</b>	<b>(1,885)</b>	<b>0</b>	<b>1,885</b>	<b>-</b>	<b>0</b>	<b>1,885</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>1,557</b>	<b>1,557</b>	<b>100%</b>	<b>0</b>	<b>0</b>	<b>-</b>
6115 Cable TV	0	0	0	-	43	43	100%	0	0	0	-	307	307	100%	0	0	-
6130 Electricity	197	317	120	38%	388	191	49%	2,028	3,167	1,139	36%	3,538	1,510	43%	2,661	3,800	30%
6135 Water/Sewer	0	25	25	100%	0	0	-	0	250	250	100%	327	327	100%	50	300	83%
6140 Garbage/Sanitation Collection	0	0	0	-	52	52	100%	63	0	(63)	-	93	30	32%	63	0	-
6155 Environmental Remediation/Mitigation/Monitoring	0	208	208	100%	0	0	-	0	2,083	2,083	100%	4,404	4,404	100%	417	2,500	83%
<b>Total Utilities</b>	<b>197</b>	<b>550</b>	<b>353</b>	<b>64%</b>	<b>484</b>	<b>287</b>	<b>59%</b>	<b>2,091</b>	<b>5,500</b>	<b>3,409</b>	<b>62%</b>	<b>8,669</b>	<b>6,578</b>	<b>76%</b>	<b>3,191</b>	<b>6,600</b>	<b>52%</b>
6200 Temporary/Contract help	0	417	417	100%	0	0	-	0	4,167	4,167	100%	6,485	6,485	100%	833	5,000	83%
6250 Legal services	0	0	0	-	454	454	100%	0	0	0	-	9,808	9,808	100%	0	0	-
6260 Consulting services	0	833	833	100%	0	0	-	0	8,333	8,333	100%	3,765	3,765	100%	1,667	10,000	83%
6270 Contracted Services	1,885	0	(1,885)	-	0	(1,885)	-	1,885	0	(1,885)	-	0	(1,885)	-	1,885	0	-
6290 Commercial insurance	723	677	(46)	-7%	564	(160)	-28%	6,941	6,771	(170)	-3%	5,625	(1,316)	-23%	8,295	8,125	-2%
<b>Total Professional Services</b>	<b>2,609</b>	<b>1,927</b>	<b>(681)</b>	<b>-35%</b>	<b>1,017</b>	<b>(1,591)</b>	<b>-156%</b>	<b>8,826</b>	<b>19,271</b>	<b>10,445</b>	<b>54%</b>	<b>25,682</b>	<b>16,856</b>	<b>66%</b>	<b>12,680</b>	<b>23,125</b>	<b>45%</b>
6345 Community affairs	0	0	0	-	0	0	-	90	0	(90)	-	175	85	49%	90	0	-
<b>Total Marketing Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>90</b>	<b>0</b>	<b>(90)</b>	<b>-</b>	<b>175</b>	<b>85</b>	<b>49%</b>	<b>90</b>	<b>0</b>	<b>-</b>
6400 Small equipment & tools	0	42	42	100%	0	0	-	0	417	417	100%	225	225	100%	83	500	83%
6405 Safety/hazardous materials	0	42	42	100%	0	0	-	0	417	417	100%	0	0	-	83	500	83%
6410 Signage	0	167	167	100%	40	40	100%	10	1,667	1,656	99%	721	711	99%	344	2,000	83%
6415 Clothing	0	42	42	100%	241	241	100%	0	417	417	100%	608	608	100%	83	500	83%
6425 Operational supplies	0	0	0	-	0	0	-	0	0	0	-	5	5	100%	0	0	-
6430 Equipment Rental	0	167	167	100%	0	0	-	0	1,667	1,667	100%	0	0	-	333	2,000	83%
6450 Fuel - Gas	0	0	0	-	0	0	-	100	0	(100)	-	100	0	0%	100	0	-
<b>Total Operational Expense</b>	<b>0</b>	<b>458</b>	<b>458</b>	<b>100%</b>	<b>281</b>	<b>281</b>	<b>100%</b>	<b>110</b>	<b>4,584</b>	<b>4,473</b>	<b>98%</b>	<b>1,658</b>	<b>1,548</b>	<b>93%</b>	<b>1,027</b>	<b>5,500</b>	<b>81%</b>
6510 Repairs & maintenance buildings	0	417	417	100%	0	0	-	185	4,167	3,982	96%	408	223	55%	1,018	5,000	80%
6515 Repairs & maintenance land improvements	0	1,667	1,667	100%	9,020	9,020	100%	9,111	16,667	7,556	45%	9,366	256	3%	12,444	20,000	38%
6520 Repairs & maintenance docks	6,625	833	(5,792)	-695%	0	(6,625)	-	6,882	8,333	1,452	17%	552	(6,329)	-1146%	8,548	10,000	15%
6575 Waterway Leases	2,069	208	(1,861)	-893%	2,009	(60)	-3%	3,171	2,083	(1,088)	-52%	2,009	(1,162)	-58%	3,588	2,500	-44%
6580 Permits	0	208	208	100%	0	0	-	1,086	2,083	997	48%	1,494	408	27%	1,503	2,500	40%
<b>Total Repair and Maintenance</b>	<b>8,694</b>	<b>3,333</b>	<b>(5,361)</b>	<b>-161%</b>	<b>11,029</b>	<b>2,335</b>	<b>21%</b>	<b>20,434</b>	<b>33,333</b>	<b>12,899</b>	<b>39%</b>	<b>13,829</b>	<b>(6,605)</b>	<b>-48%</b>	<b>27,101</b>	<b>40,000</b>	<b>32%</b>
<b>Total Goods &amp; Services</b>	<b>12,581</b>	<b>9,727</b>	<b>(2,854)</b>	<b>-29%</b>	<b>15,020</b>	<b>2,439</b>	<b>16%</b>	<b>51,608</b>	<b>97,271</b>	<b>45,663</b>	<b>47%</b>	<b>73,491</b>	<b>21,884</b>	<b>30%</b>	<b>71,062</b>	<b>116,725</b>	<b>39%</b>
<b>Total Expenses</b>	<b>37,425</b>	<b>36,964</b>	<b>(461)</b>	<b>-1%</b>	<b>27,983</b>	<b>(9,442)</b>	<b>-34%</b>	<b>233,549</b>	<b>301,125</b>	<b>67,575</b>	<b>22%</b>	<b>231,424</b>	<b>(2,126)</b>	<b>-1%</b>	<b>290,393</b>	<b>357,968</b>	<b>19%</b>
<b>Operating Results</b>	<b>28,479</b>	<b>23,507</b>	<b>4,972</b>	<b>21%</b>	<b>30,859</b>	<b>(2,380)</b>	<b>-8%</b>	<b>371,482</b>	<b>315,377</b>	<b>56,105</b>	<b>18%</b>	<b>377,053</b>	<b>(5,571)</b>	<b>-1%</b>	<b>438,467</b>	<b>382,362</b>	<b>15%</b>

**Financial Report - Actual vs. Budget  
For Period Ending Apr 2019**

amounts in \$US dollars

Fund: General Fund

Department: Port Ops

Location: All

Budget: Adopted



Port Ops	Current Period				Same Month Last Year			Year to Date						Year End			
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
4900 Other Income	2,000	0	2,000	-	0	2,000	-	2,000	0	2,000	-	0	2,000	-	2,000	0	-
4915 Insurance Reimbursement	0	0	0	-	11,596	(11,596)	-100%	0	0	0	-	11,596	(11,596)	-100%	0	0	-
<b>Total Other Income</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>	<b>-</b>	<b>11,596</b>	<b>(9,596)</b>	<b>-83%</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>	<b>-</b>	<b>11,596</b>	<b>(9,596)</b>	<b>-83%</b>	<b>2,000</b>	<b>0</b>	<b>-</b>
<b>Taxes &amp; Misc Expenses</b>																	
6755 Insurance Claims	0	0	0	-	0	0	-	0	0	0	-	12,993	12,993	100%	0	0	-
<b>Total Taxes &amp; Misc Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>12,993</b>	<b>12,993</b>	<b>100%</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>Total Other Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>12,993</b>	<b>12,993</b>	<b>100%</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>Net Other Income</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>	<b>-</b>	<b>11,596</b>	<b>(9,596)</b>	<b>-83%</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>	<b>-</b>	<b>(1,397)</b>	<b>3,397</b>	<b>-243%</b>	<b>2,000</b>	<b>0</b>	<b>-</b>
<b>Net Result</b>	<b>30,479</b>	<b>23,507</b>	<b>6,972</b>	<b>30%</b>	<b>42,455</b>	<b>(11,976)</b>	<b>-28%</b>	<b>373,482</b>	<b>315,377</b>	<b>58,105</b>	<b>18%</b>	<b>375,655</b>	<b>(2,173)</b>	<b>-1%</b>	<b>440,467</b>	<b>382,362</b>	<b>15%</b>

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

amounts in \$US dollars

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



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Jul 2018 - Jun 2019					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Prior FYTD vs Current FYTD Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
<b>Operating Income</b>																	
4005 Building & Dock Leases	14,773	16,516	(1,743)	-11%	17,629	(2,856)	-16%	173,972	171,371	2,601	2%	180,750	(6,778)	-4%	207,601	205,000	1%
4010 Property Agreements	0	755	(755)	-100%	704	(704)	-100%	960	6,489	(5,529)	-85%	7,044	(6,084)	-86%	2,471	8,000	-69%
4100 Annual Moorage	37,541	29,664	7,877	27%	5,974	31,567	528%	310,127	376,907	(66,779)	-18%	348,473	(38,345)	-11%	413,221	480,000	-14%
4105 Semi-Annual Moorage	7,592	3,115	4,478	144%	10,255	(2,663)	-26%	36,259	6,678	29,581	443%	21,987	14,272	65%	48,581	19,000	156%
4110 Monthly Moorage	18,896	5,698	13,197	232%	(2,540)	21,435	-844%	158,480	162,425	(3,945)	-2%	144,911	13,569	9%	196,055	200,000	-2%
4115 Transient Moorage	3,609	3,331	278	8%	3,133	476	15%	55,923	68,257	(12,334)	-18%	66,673	(10,750)	-16%	67,666	80,000	-15%
4118 Work Dock	8,569	5,074	3,495	69%	5,253	3,316	63%	59,210	50,765	8,445	17%	45,988	13,222	29%	73,445	65,000	13%
4120 Metered Utilities	250	441	(191)	-43%	2,102	(1,851)	-88%	1,429	5,486	(4,057)	-74%	37,729	(36,300)	-96%	1,943	6,000	-68%
4125 Launch Ramp	1,825	2,829	(1,004)	-35%	2,310	(485)	-21%	29,259	35,713	(6,454)	-18%	33,166	(3,908)	-12%	36,546	43,000	-15%
4135 Storage Yard	3,308	2,696	612	23%	2,858	450	16%	32,884	29,505	3,380	11%	29,148	3,736	13%	38,380	35,000	10%
4140 Storage Unit	14,219	14,449	(230)	-2%	13,135	1,084	8%	143,252	147,420	(4,168)	-3%	136,293	6,959	5%	172,832	177,000	-2%
4145 Long Term Boat Storage	6,846	7,543	(697)	-9%	7,291	(446)	-6%	68,550	75,549	(6,999)	-9%	71,033	(2,483)	-3%	83,001	90,000	-8%
4150 Short Term Boat Storage	4,752	3,875	876	23%	3,457	1,294	37%	37,903	41,418	(3,515)	-8%	31,988	5,915	18%	46,485	50,000	-7%
4155 Boat Wash	130	0	130	-	126	4	4%	358	0	358	-	157	201	128%	358	0	-
4165 Space Rents	13,426	9,649	3,777	39%	7,600	5,826	77%	237,895	211,610	26,285	12%	212,783	25,112	12%	301,285	275,000	10%
4173 Laundry	205	142	63	44%	137	68	49%	3,239	3,583	(344)	-10%	3,045	194	6%	3,656	4,000	-9%
4175 Propane	751	710	41	6%	535	216	40%	8,401	8,366	36	0%	7,970	431	5%	10,036	10,000	0%
4180 Merchandise	60	66	(6)	-9%	77	(17)	-22%	1,837	1,689	147	9%	1,823	14	1%	2,147	2,000	7%
4185 Visitor Convention Bureau Fee	1,273	0	1,273	-	0	1,273	-	1,273	0	1,273	-	0	1,273	-	1,273	0	-
4190 Ice	8,200	5,310	2,890	54%	4,584	3,617	79%	242,687	198,777	43,910	22%	190,501	52,186	27%	333,910	290,000	15%
4200 Boat Lifts	11,000	11,209	(209)	-2%	6,050	4,950	82%	47,310	44,864	2,446	5%	41,100	6,210	15%	77,446	75,000	3%
4230 Environmental Fee	3,041	2,261	780	35%	2,179	862	40%	21,008	19,925	1,083	5%	18,354	2,654	14%	26,083	25,000	4%
4235 Customer Discounts	(91)	0	(91)	-	(23)	(67)	287%	(5,877)	0	(5,877)	-	(2,444)	(3,433)	140%	(5,877)	0	-
4290 Other	2,515	625	1,890	302%	3,727	(1,212)	-33%	33,122	6,250	26,872	430%	29,566	3,556	12%	34,372	7,500	358%
4295 Bad Debt Expense	0	(417)	417	-100%	3,149	(3,149)	-100%	871	(4,167)	5,038	-121%	(370)	1,241	-336%	38	(5,000)	-101%
<b>Total Operating Income</b>	<b>162,689</b>	<b>125,543</b>	<b>37,146</b>	<b>30%</b>	<b>99,702</b>	<b>62,987</b>	<b>63%</b>	<b>1,700,333</b>	<b>1,668,881</b>	<b>31,452</b>	<b>2%</b>	<b>1,657,669</b>	<b>42,664</b>	<b>3%</b>	<b>2,172,952</b>	<b>2,141,500</b>	<b>1%</b>
<b>Expenses</b>																	
<b>Personnel Services</b>																	
5005 Salaries	81,341	102,189	20,848	20%	65,679	(15,662)	-24%	576,902	749,147	172,245	23%	653,712	76,810	12%	713,271	885,516	19%
5010 Other compensation	361	1,154	793	69%	350	(11)	-3%	3,174	8,460	5,287	62%	3,993	820	21%	4,714	10,000	53%
5015 Overtime	1,752	1,696	(56)	-3%	2,055	303	15%	19,392	12,433	(6,958)	-56%	25,353	5,961	24%	21,655	14,697	-47%
5020 Car Allowance	0	692	692	100%	462	462	100%	808	5,076	4,268	84%	4,747	3,939	83%	1,732	6,000	71%
<b>Total Compensation</b>	<b>83,454</b>	<b>105,731</b>	<b>22,277</b>	<b>21%</b>	<b>68,545</b>	<b>(14,909)</b>	<b>-22%</b>	<b>600,275</b>	<b>775,116</b>	<b>174,841</b>	<b>23%</b>	<b>687,806</b>	<b>87,530</b>	<b>13%</b>	<b>741,372</b>	<b>916,213</b>	<b>19%</b>
5100 Federal Payroll taxes	6,088	8,088	2,000	25%	5,062	(1,026)	-20%	43,969	59,296	15,327	26%	51,046	7,077	14%	54,763	70,090	22%
5105 State Payroll taxes	40	0	(40)	-	35	(4)	-13%	298	0	(298)	-	352	54	15%	298	0	-
5110 Unemployment Insurance	2,228	2,024	(205)	-10%	1,654	(574)	-35%	11,646	14,837	3,191	22%	13,804	2,158	16%	14,347	17,538	18%
5115 Workers compensation	1,906	3,728	1,822	49%	1,563	(343)	-22%	18,047	27,328	9,281	34%	15,626	(2,421)	-15%	23,021	32,302	29%
<b>Total Payroll Taxes</b>	<b>10,262</b>	<b>13,840</b>	<b>3,578</b>	<b>26%</b>	<b>8,315</b>	<b>(1,947)</b>	<b>-23%</b>	<b>73,961</b>	<b>101,461</b>	<b>27,500</b>	<b>27%</b>	<b>80,829</b>	<b>6,868</b>	<b>8%</b>	<b>92,430</b>	<b>119,930</b>	<b>23%</b>



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

amounts in \$US dollars

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



Charleston Ops	Current Period				Same Month Last Year			Year to Date						Year End			
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD		Jul 2018 - Jun 2019			
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
5200 Medical insurance	13,290	15,281	1,991	13%	13,610	320	2%	133,770	152,806	19,035	12%	140,724	6,953	5%	164,332	183,367	10%
5205 Dental insurance	1,691	1,583	(108)	-7%	1,538	(153)	-10%	16,230	15,834	(395)	-2%	14,890	(1,340)	-9%	19,396	19,001	-2%
5215 Term life insurance	436	256	(180)	-70%	485	48	10%	4,638	1,878	(2,760)	-147%	5,015	377	8%	4,980	2,220	-124%
5220 Long Term Disability insurance	0	621	621	100%	0	0	-	0	4,551	4,551	100%	0	0	-	829	5,380	85%
5225 PERS Employee Contributions	8,762	16,537	7,775	47%	10,790	2,028	19%	89,504	121,235	31,732	26%	109,711	20,207	18%	111,572	143,304	22%
5230 PERS Employer Contributions	3,253	6,344	3,091	49%	4,113	860	21%	33,613	46,507	12,894	28%	42,125	8,512	20%	42,079	54,973	23%
5295 Allocations	0	0	0	-	0	0	-	0	0	0	-	(38,347)	(38,347)	100%	0	0	-
<b>Total Insured Benefits</b>	<b>27,431</b>	<b>40,622</b>	<b>13,191</b>	<b>32%</b>	<b>30,535</b>	<b>3,104</b>	<b>10%</b>	<b>277,755</b>	<b>342,812</b>	<b>65,057</b>	<b>19%</b>	<b>274,119</b>	<b>(3,636)</b>	<b>-1%</b>	<b>343,188</b>	<b>408,245</b>	<b>16%</b>
<b>Total Personnel Services</b>	<b>121,148</b>	<b>160,193</b>	<b>39,046</b>	<b>24%</b>	<b>107,395</b>	<b>(13,753)</b>	<b>-13%</b>	<b>951,991</b>	<b>1,219,390</b>	<b>267,399</b>	<b>22%</b>	<b>1,042,753</b>	<b>90,762</b>	<b>9%</b>	<b>1,176,989</b>	<b>1,444,388</b>	<b>19%</b>
<b>Goods &amp; Services</b>																	
6005 Seminars & training	452	600	148	25%	650	198	30%	3,006	8,400	5,394	64%	2,579	(428)	-17%	4,606	10,000	54%
6010 Educational reimbursement	0	208	208	100%	0	0	-	189	2,083	1,894	91%	0	(189)	-	606	2,500	76%
<b>Total Staff Training</b>	<b>452</b>	<b>808</b>	<b>356</b>	<b>44%</b>	<b>650</b>	<b>198</b>	<b>30%</b>	<b>3,195</b>	<b>10,483</b>	<b>7,288</b>	<b>70%</b>	<b>2,579</b>	<b>(617)</b>	<b>-24%</b>	<b>5,212</b>	<b>12,500</b>	<b>58%</b>
6020 Travel - airfare	0	83	83	100%	0	0	-	0	833	833	100%	401	401	100%	167	1,000	83%
6025 Travel - lodging & transportation	0	167	167	100%	0	0	-	0	1,667	1,667	100%	955	955	100%	333	2,000	83%
6030 Travel - Per Diem & mileage reimbursement	0	125	125	100%	0	0	-	284	1,250	966	77%	1,573	1,288	82%	534	1,500	64%
6035 Meals & Entertainment	0	50	50	100%	50	50	100%	0	500	500	100%	407	407	100%	100	600	83%
<b>Total Travel &amp; Entertainment</b>	<b>0</b>	<b>425</b>	<b>425</b>	<b>100%</b>	<b>50</b>	<b>50</b>	<b>100%</b>	<b>284</b>	<b>4,250</b>	<b>3,966</b>	<b>93%</b>	<b>3,334</b>	<b>3,050</b>	<b>91%</b>	<b>1,134</b>	<b>5,100</b>	<b>78%</b>
6050 Office supplies	47	0	(47)	-	139	92	66%	387	0	(387)	-	1,765	1,379	78%	387	0	-
6055 Kitchen supplies	128	208	80	39%	397	269	68%	2,574	2,083	(490)	-24%	2,692	119	4%	2,990	2,500	-20%
6060 IT supplies	20	0	(20)	-	674	654	97%	20	0	(20)	-	1,069	1,049	98%	20	0	-
6070 Postage & courier services	0	42	42	100%	0	0	-	47	417	369	89%	220	173	78%	131	500	74%
6075 Memberships & dues	(34)	0	34	-	0	34	-	0	0	0	-	589	589	100%	0	0	-
6077 Subscriptions	0	0	0	-	0	0	-	0	0	0	-	22	22	100%	0	0	-
6085 Office equipment lease	0	0	0	-	0	0	-	0	0	0	-	1,437	1,437	100%	0	0	-
6090 IT SW subscriptions & licenses	0	0	0	-	1,007	1,007	100%	0	0	0	-	3,022	3,022	100%	0	0	-
<b>Total Office Expense</b>	<b>161</b>	<b>250</b>	<b>89</b>	<b>36%</b>	<b>2,217</b>	<b>2,056</b>	<b>93%</b>	<b>3,069</b>	<b>2,500</b>	<b>(569)</b>	<b>-23%</b>	<b>10,816</b>	<b>7,747</b>	<b>72%</b>	<b>3,569</b>	<b>3,000</b>	<b>-19%</b>
6100 Telephone - landline	269	250	(19)	-8%	214	(56)	-26%	2,399	2,500	101	4%	4,860	2,461	51%	2,899	3,000	3%
6105 Telephone - mobile	462	625	163	26%	516	54	10%	5,083	6,250	1,167	19%	5,155	71	1%	6,333	7,500	16%
6110 Internet services	1,038	1,000	(38)	-4%	1,076	39	4%	12,568	10,000	(2,568)	-26%	7,687	(4,881)	-63%	14,568	12,000	-21%
6115 Cable TV	0	458	458	100%	449	449	100%	10,215	4,583	(5,632)	-123%	4,672	(5,543)	-119%	11,132	5,500	-102%
6130 Electricity	20,319	20,000	(319)	-2%	20,932	613	3%	214,425	200,000	(14,425)	-7%	194,154	(20,272)	-10%	254,425	240,000	-6%
6131 Propane - Operations	0	113	113	100%	35	35	100%	782	1,313	531	40%	1,072	290	27%	969	1,500	35%
6135 Water/Sewer	5,105	9,268	4,162	45%	4,922	(183)	-4%	61,125	61,865	740	1%	58,550	(2,575)	-4%	74,260	75,000	1%
6140 Garbage/Sanitation Collection	9,595	5,545	(4,049)	-73%	5,976	(3,619)	-61%	64,635	66,752	2,118	3%	49,112	(15,523)	-32%	72,882	75,000	3%
6145 Hazardous material disposal	150	333	183	55%	0	(150)	-	2,444	3,333	890	27%	1,500	(944)	-63%	3,110	4,000	22%

**Financial Report - Actual vs. Budget  
For Period Ending Apr 2019**

amounts in \$US dollars



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

Charleston Ops	Current Period				Same Month Last Year			Year to Date					Year End				
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD			Jul 2018 - Jun 2019		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6150 Derelict boat disposal	0	0	0	-	30	30	100%	4,907	40,000	35,093	88%	34,426	29,518	86%	4,907	40,000	88%
6155 Environmental Remediation/Mitigation/Monitoring	10	400	390	97%	16	6	35%	8,951	4,737	(4,214)	-89%	7,323	(1,628)	-22%	9,714	5,500	-77%
<b>Total Utilities</b>	<b>36,948</b>	<b>37,993</b>	<b>1,046</b>	<b>3%</b>	<b>34,165</b>	<b>(2,783)</b>	<b>-8%</b>	<b>387,534</b>	<b>401,334</b>	<b>13,799</b>	<b>3%</b>	<b>368,510</b>	<b>(19,024)</b>	<b>-5%</b>	<b>455,201</b>	<b>469,000</b>	<b>3%</b>
6200 Temporary/Contract help	3,638	1,050	(2,588)	-246%	6,230	2,592	42%	56,503	32,900	(23,603)	-72%	83,204	26,701	32%	58,603	35,000	-67%
6205 Janitorial services	107	33	(74)	-221%	0	(107)	-	601	333	(268)	-80%	364	(238)	-65%	668	400	-67%
6210 Vending machine services	0	125	125	100%	0	0	-	560	1,250	690	55%	1,925	1,365	71%	810	1,500	46%
6245 Legal advertising	0	167	167	100%	(640)	(640)	100%	406	1,667	1,261	76%	(559)	(965)	173%	739	2,000	63%
6250 Legal services	0	0	0	-	0	0	-	0	0	0	-	1,091	1,091	100%	0	0	-
6260 Consulting services	0	0	0	-	0	0	-	0	0	0	-	1,424	1,424	100%	0	0	-
6270 Contracted Services	5,109	0	(5,109)	-	0	(5,109)	-	7,304	0	(7,304)	-	4,293	(3,011)	-70%	7,304	0	-
6290 Commercial insurance	6,748	6,100	(649)	-11%	5,400	(1,348)	-25%	63,470	60,996	(2,474)	-4%	59,913	(3,557)	-6%	75,669	73,195	-3%
<b>Total Professional Services</b>	<b>15,602</b>	<b>7,475</b>	<b>(8,128)</b>	<b>-109%</b>	<b>10,990</b>	<b>(4,612)</b>	<b>-42%</b>	<b>128,845</b>	<b>97,146</b>	<b>(31,699)</b>	<b>-33%</b>	<b>151,656</b>	<b>22,811</b>	<b>15%</b>	<b>143,794</b>	<b>112,095</b>	<b>-28%</b>
6300 Promotional & marketing services	0	0	0	-	0	0	-	0	0	0	-	745	745	100%	0	0	-
6305 Promotional items	0	0	0	-	0	0	-	0	0	0	-	100	100	100%	0	0	-
6315 Advertising	0	0	0	-	0	0	-	0	0	0	-	614	614	100%	0	0	-
<b>Total Marketing Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>1,459</b>	<b>1,459</b>	<b>100%</b>	<b>0</b>	<b>0</b>	<b>-</b>
6400 Small equipment & tools	765	833	68	8%	1,592	826	52%	8,807	8,333	(474)	-6%	7,810	(997)	-13%	10,474	10,000	-5%
6405 Safety/hazardous materials	67	458	392	85%	3,414	3,348	98%	5,565	4,583	(982)	-21%	7,716	2,151	28%	6,482	5,500	-18%
6410 Signage	0	83	83	100%	0	0	-	757	833	76	9%	1,858	1,101	59%	924	1,000	8%
6415 Clothing	0	417	417	100%	0	0	-	1,901	4,167	2,265	54%	2,530	629	25%	2,735	5,000	45%
6420 Janitorial supplies	64	1,000	936	94%	661	597	90%	9,089	10,000	911	9%	9,284	195	2%	11,089	12,000	8%
6425 Operational supplies	1,910	917	(993)	-108%	108	(1,802)	-1671%	7,603	9,167	1,564	17%	6,544	(1,059)	-16%	9,436	11,000	14%
6430 Equipment Rental	0	333	333	100%	2,700	2,700	100%	36	3,333	3,298	99%	2,759	2,723	99%	702	4,000	82%
6450 Fuel - Gas	2,135	833	(1,301)	-156%	846	(1,289)	-152%	13,460	8,333	(5,127)	-62%	10,974	(2,486)	-23%	15,127	10,000	-51%
6455 Fuel - Diesel	81	208	127	61%	70	(12)	-17%	466	2,083	1,617	78%	592	127	21%	883	2,500	65%
6481 Propane - Retail	413	500	87	17%	432	20	5%	5,365	5,000	(365)	-7%	5,534	170	3%	6,365	6,000	-6%
6485 Retail items	0	83	83	100%	0	0	-	0	833	833	100%	416	416	100%	167	1,000	83%
<b>Total Operational Expense</b>	<b>5,435</b>	<b>5,667</b>	<b>232</b>	<b>4%</b>	<b>9,823</b>	<b>4,388</b>	<b>45%</b>	<b>53,049</b>	<b>56,667</b>	<b>3,618</b>	<b>6%</b>	<b>56,018</b>	<b>2,969</b>	<b>5%</b>	<b>64,382</b>	<b>68,000</b>	<b>5%</b>
6500 Repairs & maintenance equipment	21,206	2,083	(19,122)	-918%	(899)	(22,105)	2458%	69,320	20,833	(48,487)	-233%	29,616	(39,704)	-134%	73,487	25,000	-194%
6505 Repairs & maintenance vehicles	338	1,000	662	66%	4,530	4,191	93%	2,834	10,000	7,166	72%	13,884	11,051	80%	4,834	12,000	60%
6510 Repairs & maintenance buildings	2,566	3,000	434	14%	(13,918)	(16,484)	118%	22,874	24,300	1,426	6%	28,089	5,216	19%	28,574	30,000	5%
6515 Repairs & maintenance land improvements	0	583	583	100%	0	0	-	2,060	5,833	3,774	65%	9,374	7,314	78%	3,226	7,000	54%
6520 Repairs & maintenance docks	4,320	3,600	(720)	-20%	(48,478)	(52,799)	109%	10,256	32,800	22,544	69%	34,546	24,290	70%	17,456	40,000	56%
6540 Marina dredging	98,673	0	(98,673)	-	0	(98,673)	-	114,276	124,242	9,966	8%	0	(114,276)	-	114,276	124,242	8%
6550 Channel Modification	0	0	0	-	0	0	-	0	0	0	-	249	249	100%	0	0	-
6575 Waterway Leases	0	0	0	-	0	0	-	16,212	27,784	11,571	42%	26,622	10,409	39%	18,429	30,000	39%
6580 Permits	0	0	0	-	0	0	-	3,854	2,500	(1,354)	-54%	5,639	1,785	32%	3,854	2,500	-54%

Financial Report - Actual vs. Budget  
For Period Ending Apr 2019  
amounts in \$US dollars



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

Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
<b>Total Repair and Maintenance</b>	127,032	10,267	(116,765)	-1137%	(58,766)	(185,797)	316%	241,686	248,292	6,607	3%	148,018	(93,667)	-63%	264,135	270,742	2%
<b>Total Goods &amp; Services</b>	185,630	62,885	(122,745)	-195%	(871)	(186,501)	21406%	817,663	820,672	3,009	0%	742,390	(75,273)	-10%	937,428	940,437	0%
<b>Total Expenses</b>	306,777	223,078	(83,699)	-38%	106,524	(200,254)	-188%	1,769,654	2,040,061	270,408	13%	1,785,143	15,490	1%	2,114,417	2,384,825	11%
<b>Operating Results</b>	(144,088)	(97,535)	(46,553)	48%	(6,822)	(137,266)	2012%	(69,321)	(371,181)	301,860	-81%	(127,474)	58,154	-46%	58,535	(243,325)	-124%
<b>Other Income &amp; Expenses</b>																	
<b>Other Income</b>																	
4450 Lodging Tax	7	73	(66)	-90%	7	(0)	-3%	169	1,000	(831)	-83%	105	64	61%	169	1,000	-83%
4650 Grants Received - MAP	0	0	0	-	0	0	-	5,500	5,600	(100)	-2%	5,500	0	0%	5,500	5,600	-2%
4695 Grants Received - Other	0	3,592	(3,592)	-100%	2,000	(2,000)	-100%	18,508	65,061	(46,553)	-72%	16,739	1,769	11%	23,447	70,000	-67%
4815 Transfer - RF	0	10,417	(10,417)	-100%	0	0	-	0	104,167	(104,167)	-100%	0	0	-	20,833	125,000	-83%
4900 Other Income	0	0	0	-	10,300	(10,300)	-100%	100	0	100	-	10,362	(10,262)	-99%	100	0	-
4905 Other	0	0	0	-	0	0	-	2,600	0	2,600	-	46	2,554	5569%	2,600	0	-
4915 Insurance Reimbursement	257	0	257	-	178,368	(178,110)	-100%	25,135	0	25,135	-	208,942	(183,808)	-88%	25,135	0	-
<b>Total Other Income</b>	264	14,081	(13,817)	-98%	190,675	(190,411)	-100%	52,012	175,828	(123,816)	-70%	241,694	(189,682)	-78%	77,784	201,600	-61%
<b>Other Expenses</b>																	
<b>Taxes &amp; Misc Expenses</b>																	
6705 Grant expenses	0	0	0	-	0	0	-	0	0	0	-	14,983	14,983	100%	0	0	-
6720 Property Tax - Sublet Facilities	0	0	0	-	0	0	-	8,706	0	(8,706)	-	7,571	(1,135)	-15%	8,706	0	-
6755 Insurance Claims	0	0	0	-	29,651	29,651	100%	(540)	0	540	-	189,250	189,790	100%	(540)	0	-
<b>Total Taxes &amp; Misc Expenses</b>	0	0	0	-	29,651	29,651	100%	8,166	0	(8,166)	-	211,804	203,638	96%	8,166	0	-
<b>Debt Services</b>																	
7005 Principal repayment	4,258	4,371	113	3%	4,136	(122)	-3%	76,901	87,421	10,520	12%	53,394	(23,507)	-44%	76,901	87,421	12%
7010 Interest payment	45	3,540	3,495	99%	223	178	80%	62,270	70,806	8,536	12%	29,709	(32,561)	-110%	62,270	70,806	12%
8005 Construction In Progress	0	0	0	-	0	0	-	0	0	0	-	8,447	8,447	100%	0	0	-
8010 CIP Buildings	6,685	0	(6,685)	-	0	(6,685)	-	6,685	68,000	61,315	90%	0	(6,685)	-	6,685	68,000	90%
8011 CIP Docks	0	0	0	-	39,568	39,568	100%	126,821	194,000	67,179	35%	39,568	(87,253)	-221%	126,821	194,000	35%
8015 CIP Land Improvements	0	0	0	-	0	0	-	0	0	0	-	7,300	7,300	100%	0	0	-
8025 CIP Mobile Equipment	0	0	0	-	0	0	-	8,001	8,000	(1)	0%	0	(8,001)	-	8,001	8,000	0%
8060 CIP Consulting Engineering & Design	0	0	0	-	4,899	4,899	100%	0	0	0	-	4,899	4,899	100%	0	0	-
<b>Total Debt Services</b>	10,988	7,911	(3,077)	-39%	48,826	37,838	77%	280,678	428,227	147,549	34%	143,317	(137,361)	-96%	280,678	428,227	34%
<b>Total Other Expenses</b>	10,988	7,911	(3,077)	-39%	78,477	67,489	86%	288,844	428,227	139,383	33%	355,121	66,277	19%	288,844	428,227	33%
<b>Net Other Income</b>	(10,724)	6,170	(16,894)	-274%	112,198	(122,922)	-110%	(236,833)	(252,399)	15,566	-6%	(113,427)	(123,405)	109%	(211,061)	(226,627)	-7%
<b>Net Result</b>	(154,813)	(91,365)	(63,447)	69%	105,376	(260,188)	-247%	(306,153)	(623,580)	317,426	-51%	(240,902)	(65,252)	27%	(152,526)	(469,952)	-68%

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

amounts in \$US dollars

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



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Jul 2018 - Jun 2019					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Prior FYTD vs Current FYTD Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
<b>Operating Income</b>																	
4285 Mob/Demob Services	42,388	0	42,388	-	0	42,388	-	42,388	5,000	37,388	748%	90,328	(47,940)	-53%	42,388	5,000	748%
4287 Dredging Services	28,206	0	28,206	-	(9,644)	37,850	-392%	28,206	119,242	(91,036)	-76%	183,722	(155,517)	-85%	28,206	119,242	-76%
4290 Other	0	0	0	-	0	0	-	0	0	0	-	137,357	(137,357)	-100%	0	0	-
<b>Total Operating Income</b>	<b>70,594</b>	<b>0</b>	<b>70,594</b>	<b>-</b>	<b>(9,644)</b>	<b>80,238</b>	<b>-832%</b>	<b>70,594</b>	<b>124,242</b>	<b>(53,648)</b>	<b>-43%</b>	<b>411,408</b>	<b>(340,814)</b>	<b>-83%</b>	<b>70,594</b>	<b>124,242</b>	<b>-43%</b>
<b>Expenses</b>																	
<b>Personnel Services</b>																	
5005 Salaries	0	0	0	-	0	0	-	39,914	25,923	(13,990)	-54%	68,935	29,021	42%	39,914	25,923	-54%
5010 Other compensation	0	0	0	-	0	0	-	199	0	(199)	-	37	(162)	-442%	199	0	-
5015 Overtime	0	0	0	-	0	0	-	7,836	0	(7,836)	-	21,491	13,656	64%	7,836	0	-
<b>Total Compensation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>47,948</b>	<b>25,923</b>	<b>(22,025)</b>	<b>-85%</b>	<b>90,463</b>	<b>42,514</b>	<b>47%</b>	<b>47,948</b>	<b>25,923</b>	<b>-85%</b>
<b>Payroll Taxes</b>																	
5100 Federal Payroll taxes	0	0	0	-	0	0	-	3,539	1,983	(1,556)	-78%	6,764	3,225	48%	3,539	1,983	-78%
5105 State Payroll taxes	0	0	0	-	0	0	-	22	0	(22)	-	45	23	50%	22	0	-
5110 Unemployment Insurance	0	0	0	-	0	0	-	1,115	648	(467)	-72%	1,192	77	6%	1,115	648	-72%
5115 Workers compensation	0	0	0	-	0	0	-	0	1,154	1,154	100%	0	0	-	0	1,154	100%
<b>Total Payroll Taxes</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>4,676</b>	<b>3,785</b>	<b>(891)</b>	<b>-24%</b>	<b>8,001</b>	<b>3,325</b>	<b>42%</b>	<b>4,676</b>	<b>3,785</b>	<b>-24%</b>
<b>Insurance</b>																	
5200 Medical insurance	771	0	(771)	-	0	(771)	-	6,023	5,126	(897)	-18%	10,922	4,899	45%	6,023	5,126	-18%
5205 Dental insurance	69	0	(69)	-	0	(69)	-	1,102	513	(590)	-115%	1,292	189	15%	1,102	513	-115%
5215 Term life insurance	42	0	(42)	-	0	(42)	-	365	60	(305)	-509%	349	(16)	-5%	365	60	-509%
5220 Long Term Disability insurance	0	0	0	-	0	0	-	0	12	12	100%	0	0	-	0	12	100%
5225 PERS Employee Contributions	0	0	0	-	99	99	100%	7,657	4,395	(3,262)	-74%	14,163	6,505	46%	7,657	4,395	-74%
5230 PERS Employer Contributions	0	0	0	-	0	0	-	2,344	1,555	(788)	-51%	5,258	2,914	55%	2,344	1,555	-51%
5295 Allocations	0	0	0	-	0	0	-	0	0	0	-	45,362	45,362	100%	0	0	-
<b>Total Insured Benefits</b>	<b>883</b>	<b>0</b>	<b>(883)</b>	<b>-</b>	<b>99</b>	<b>(784)</b>	<b>-793%</b>	<b>17,492</b>	<b>11,661</b>	<b>(5,830)</b>	<b>-50%</b>	<b>77,345</b>	<b>59,853</b>	<b>77%</b>	<b>17,492</b>	<b>11,661</b>	<b>-50%</b>
<b>Total Personnel Services</b>	<b>883</b>	<b>0</b>	<b>(883)</b>	<b>-</b>	<b>99</b>	<b>(784)</b>	<b>-793%</b>	<b>70,116</b>	<b>41,369</b>	<b>(28,747)</b>	<b>-69%</b>	<b>175,809</b>	<b>105,693</b>	<b>60%</b>	<b>70,116</b>	<b>41,369</b>	<b>-69%</b>
<b>Goods &amp; Services</b>																	
6005 Seminars & training	0	0	0	-	0	0	-	0	0	0	-	5,618	5,618	100%	0	0	-
<b>Total Staff Training</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>5,618</b>	<b>5,618</b>	<b>100%</b>	<b>0</b>	<b>0</b>	<b>-</b>
6020 Travel - airfare	0	0	0	-	0	0	-	0	0	0	-	50	50	100%	0	0	-
6025 Travel - lodging & transportation	0	0	0	-	0	0	-	0	0	0	-	34,369	34,369	100%	0	0	-
6030 Travel - Per Diem & mileage reimbursement	0	0	0	-	(196)	(196)	100%	156	0	(156)	-	24,495	24,339	99%	156	0	-
<b>Total Travel &amp; Entertainment</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>(196)</b>	<b>(196)</b>	<b>100%</b>	<b>156</b>	<b>0</b>	<b>(156)</b>	<b>-</b>	<b>58,914</b>	<b>58,758</b>	<b>100%</b>	<b>156</b>	<b>0</b>	<b>-</b>

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

amounts in \$US dollars

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



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD			Jul 2018 - Jun 2019		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6105 Telephone - mobile	0	0	0	-	94	94	100%	650	0	(650)	-	940	290	31%	650	0	-
6140 Garbage/Sanitation Collection	0	0	0	-	0	0	-	0	0	0	-	949	949	100%	0	0	-
6145 Hazardous material disposal	0	0	0	-	0	0	-	0	0	0	-	1,149	1,149	100%	0	0	-
6155 Environmental Remediation/Mitigation/Monitoring	0	0	0	-	0	0	-	0	0	0	-	1,041	1,041	100%	0	0	-
<b>Total Utilities</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>94</b>	<b>94</b>	<b>100%</b>	<b>650</b>	<b>0</b>	<b>(650)</b>	<b>-</b>	<b>4,079</b>	<b>3,429</b>	<b>84%</b>	<b>650</b>	<b>0</b>	<b>-</b>
6200 Temporary/Contract help	0	0	0	-	0	0	-	0	0	0	-	1,300	1,300	100%	0	0	-
6250 Legal services	0	0	0	-	0	0	-	2,499	0	(2,499)	-	1,337	(1,162)	-87%	2,499	0	-
6255 Auditing	0	375	375	100%	0	0	-	0	3,750	3,750	100%	0	0	-	750	4,500	83%
6270 Contracted Services	0	0	0	-	0	0	-	11,856	6,500	(5,356)	-82%	19,955	8,099	41%	11,856	6,500	-82%
6290 Commercial insurance	4,282	4,177	(105)	-3%	3,773	(509)	-13%	41,605	41,771	166	0%	36,648	(4,957)	-14%	49,959	50,125	0%
<b>Total Professional Services</b>	<b>4,282</b>	<b>4,552</b>	<b>270</b>	<b>6%</b>	<b>3,773</b>	<b>(509)</b>	<b>-13%</b>	<b>55,960</b>	<b>52,021</b>	<b>(3,939)</b>	<b>-8%</b>	<b>59,240</b>	<b>3,281</b>	<b>6%</b>	<b>65,064</b>	<b>61,125</b>	<b>-6%</b>
6400 Small equipment & tools	0	0	0	-	0	0	-	6,266	0	(6,266)	-	4,116	(2,150)	-52%	6,266	0	-
6405 Safety/hazardous materials	0	0	0	-	0	0	-	0	0	0	-	1,472	1,472	100%	0	0	-
6410 Signage	0	0	0	-	0	0	-	0	0	0	-	109	109	100%	0	0	-
6415 Clothing	0	0	0	-	0	0	-	0	0	0	-	117	117	100%	0	0	-
6425 Operational supplies	85	0	(85)	-	0	(85)	-	36,803	4,000	(32,803)	-820%	32,474	(4,329)	-13%	36,803	4,000	-820%
6430 Equipment Rental	0	0	0	-	0	0	-	6,436	0	(6,436)	-	25,995	19,559	75%	6,436	0	-
6450 Fuel - Gas	0	0	0	-	0	0	-	178	4,050	3,872	96%	558	380	68%	178	4,050	96%
6455 Fuel - Diesel	0	0	0	-	0	0	-	6,475	4,000	(2,475)	-62%	2,042	(4,433)	-217%	6,475	4,000	-62%
<b>Total Operational Expense</b>	<b>85</b>	<b>0</b>	<b>(85)</b>	<b>-</b>	<b>0</b>	<b>(85)</b>	<b>-</b>	<b>56,158</b>	<b>12,050</b>	<b>(44,108)</b>	<b>-366%</b>	<b>66,883</b>	<b>10,725</b>	<b>16%</b>	<b>56,158</b>	<b>12,050</b>	<b>-366%</b>
6500 Repairs & maintenance equipment	7,300	0	(7,300)	-	90	(7,210)	-8017%	81,627	1,200	(80,427)	-6702%	76,160	(5,467)	-7%	81,627	1,200	-6702%
6505 Repairs & maintenance vehicles	0	0	0	-	0	0	-	5,421	8,498	3,077	36%	1,174	(4,248)	-362%	5,421	8,498	36%
6540 Marina dredging	(85)	0	85	-	0	85	-	0	0	0	-	435	435	100%	0	0	-
<b>Total Repair and Maintenance</b>	<b>7,215</b>	<b>0</b>	<b>(7,215)</b>	<b>-</b>	<b>90</b>	<b>(7,125)</b>	<b>-7922%</b>	<b>87,048</b>	<b>9,698</b>	<b>(77,350)</b>	<b>-798%</b>	<b>77,769</b>	<b>(9,280)</b>	<b>-12%</b>	<b>87,048</b>	<b>9,698</b>	<b>-798%</b>
<b>Total Goods &amp; Services</b>	<b>11,582</b>	<b>4,552</b>	<b>(7,030)</b>	<b>-154%</b>	<b>3,761</b>	<b>(7,821)</b>	<b>-208%</b>	<b>199,972</b>	<b>73,769</b>	<b>(126,204)</b>	<b>-171%</b>	<b>272,503</b>	<b>72,530</b>	<b>27%</b>	<b>209,077</b>	<b>82,873</b>	<b>-152%</b>
<b>Total Expenses</b>	<b>12,465</b>	<b>4,552</b>	<b>(7,913)</b>	<b>-174%</b>	<b>3,860</b>	<b>(8,605)</b>	<b>-223%</b>	<b>270,088</b>	<b>115,138</b>	<b>(154,950)</b>	<b>-135%</b>	<b>448,312</b>	<b>178,223</b>	<b>40%</b>	<b>279,193</b>	<b>124,242</b>	<b>-125%</b>
<b>Operating Results</b>	<b>58,129</b>	<b>(4,552)</b>	<b>62,681</b>	<b>-1377%</b>	<b>(13,505)</b>	<b>71,634</b>	<b>-530%</b>	<b>(199,494)</b>	<b>9,104</b>	<b>(208,598)</b>	<b>-2291%</b>	<b>(36,904)</b>	<b>(162,591)</b>	<b>441%</b>	<b>(208,599)</b>	<b>(0)</b>	<b>57943969%</b>
<b>Other Income &amp; Expenses</b>																	
<b>Other Income</b>																	
4695 Grants Received - Other	0	0	0	-	0	0	-	0	0	0	-	29,076	(29,076)	-100%	0	0	-
4815 Transfer - RF	0	0	0	-	0	0	-	0	0	0	-	72,105	(72,105)	-100%	0	0	-
4905 Other	500	0	500	-	0	500	-	500	0	500	-	0	500	-	500	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	25,668	0	25,668	-	2,744	22,924	835%	25,668	0	-
<b>Total Other Income</b>	<b>500</b>	<b>0</b>	<b>500</b>	<b>-</b>	<b>0</b>	<b>500</b>	<b>-</b>	<b>26,168</b>	<b>0</b>	<b>26,168</b>	<b>-</b>	<b>103,925</b>	<b>(77,757)</b>	<b>-75%</b>	<b>26,168</b>	<b>0</b>	<b>-</b>
<b>Net Other Income</b>	<b>500</b>	<b>0</b>	<b>500</b>	<b>-</b>	<b>0</b>	<b>500</b>	<b>-</b>	<b>26,168</b>	<b>0</b>	<b>26,168</b>	<b>-</b>	<b>103,925</b>	<b>(77,757)</b>	<b>-75%</b>	<b>26,168</b>	<b>0</b>	<b>-</b>
<b>Net Result</b>	<b>58,629</b>	<b>(4,552)</b>	<b>63,181</b>	<b>-1388%</b>	<b>(13,505)</b>	<b>72,134</b>	<b>-534%</b>	<b>(173,326)</b>	<b>9,104</b>	<b>(182,430)</b>	<b>-2004%</b>	<b>67,021</b>	<b>(240,347)</b>	<b>-359%</b>	<b>(182,431)</b>	<b>(0)</b>	<b>50675081%</b>

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

amounts in \$US dollars

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



Rail Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
<b>Operating Income</b>																	
4010 Property Agreements	23,681	6,720	16,961	252%	4,556	19,125	420%	222,149	146,881	75,268	51%	157,345	64,804	41%	236,428	161,160	47%
4235 Customer Discounts	0	0	0	-	0	0	-	(3,500)	0	(3,500)	-	0	(3,500)	-	(3,500)	0	-
4260 Rail Operations Revenue	316,649	334,001	(17,352)	-5%	327,583	(10,934)	-3%	2,981,011	3,546,066	(565,055)	-16%	3,477,929	(496,918)	-14%	3,680,545	4,245,600	-13%
4265 Rail Surcharges	35,695	42,513	(6,818)	-16%	42,045	(6,350)	-15%	352,527	472,349	(119,822)	-25%	467,153	(114,626)	-25%	438,178	558,000	-21%
4290 Other	0	0	0	-	2,000	(2,000)	-100%	0	0	0	-	21,410	(21,410)	-100%	0	0	-
4295 Bad Debt Expense	0	0	0	-	221	(221)	-100%	0	0	0	-	221	(221)	-100%	0	0	-
<b>Total Operating Income</b>	<b>376,025</b>	<b>383,234</b>	<b>(7,209)</b>	<b>-2%</b>	<b>376,405</b>	<b>(380)</b>	<b>0%</b>	<b>3,552,187</b>	<b>4,165,296</b>	<b>(613,109)</b>	<b>-15%</b>	<b>4,124,058</b>	<b>(571,870)</b>	<b>-14%</b>	<b>4,351,651</b>	<b>4,964,760</b>	<b>-12%</b>
<b>Expenses</b>																	
<b>Personnel Services</b>																	
5005 Salaries	10,772	9,794	(978)	-10%	6,338	(4,434)	-70%	80,305	71,802	(8,503)	-12%	65,196	(15,109)	-23%	93,375	84,872	-10%
5020 Car Allowance	346	346	0	0%	231	(115)	-50%	2,481	2,538	57	2%	2,374	(107)	-5%	2,943	3,000	2%
<b>Total Compensation</b>	<b>11,118</b>	<b>10,140</b>	<b>(978)</b>	<b>-10%</b>	<b>6,569</b>	<b>(4,549)</b>	<b>-69%</b>	<b>82,785</b>	<b>74,340</b>	<b>(8,446)</b>	<b>-11%</b>	<b>67,569</b>	<b>(15,216)</b>	<b>-23%</b>	<b>96,318</b>	<b>87,872</b>	<b>-10%</b>
5100 Federal Payroll taxes	811	776	(35)	-5%	478	(334)	-70%	6,064	5,687	(377)	-7%	4,924	(1,140)	-23%	7,099	6,722	-6%
5105 State Payroll taxes	2	0	(2)	-	2	(0)	-7%	21	0	(21)	-	20	(1)	-4%	21	0	-
5110 Unemployment Insurance	297	113	(183)	-162%	156	(141)	-90%	1,008	832	(177)	-21%	642	(366)	-57%	1,160	983	-18%
5115 Workers compensation	417	14	(402)	-2836%	141	(276)	-196%	4,075	104	(3,971)	-3816%	1,410	(2,665)	-189%	4,094	123	-3228%
<b>Total Payroll Taxes</b>	<b>1,527</b>	<b>903</b>	<b>(623)</b>	<b>-69%</b>	<b>776</b>	<b>(750)</b>	<b>-97%</b>	<b>11,168</b>	<b>6,622</b>	<b>(4,546)</b>	<b>-69%</b>	<b>6,996</b>	<b>(4,172)</b>	<b>-60%</b>	<b>12,374</b>	<b>7,828</b>	<b>-58%</b>
5200 Medical insurance	1,346	1,346	(0)	0%	1,282	(64)	-5%	14,409	13,463	(946)	-7%	13,273	(1,136)	-9%	17,102	16,156	-6%
5205 Dental insurance	156	130	(26)	-20%	130	(26)	-20%	1,560	1,303	(258)	-20%	1,303	(258)	-20%	1,821	1,563	-16%
5215 Term life insurance	52	14	(39)	-279%	43	(9)	-22%	524	102	(423)	-416%	430	(95)	-22%	543	120	-352%
5220 Long Term Disability insurance	0	56	56	100%	0	0	-	0	414	414	100%	0	0	-	75	489	85%
5225 PERS Employee Contributions	1,038	1,420	382	27%	920	(118)	-13%	10,600	10,407	(192)	-2%	8,427	(2,173)	-26%	12,494	12,302	-2%
5230 PERS Employer Contributions	445	608	164	27%	394	(51)	-13%	4,543	4,460	(83)	-2%	3,611	(931)	-26%	5,355	5,272	-2%
<b>Total Insured Benefits</b>	<b>3,037</b>	<b>3,575</b>	<b>538</b>	<b>15%</b>	<b>2,769</b>	<b>(268)</b>	<b>-10%</b>	<b>31,636</b>	<b>30,149</b>	<b>(1,487)</b>	<b>-5%</b>	<b>27,043</b>	<b>(4,593)</b>	<b>-17%</b>	<b>37,389</b>	<b>35,902</b>	<b>-4%</b>
<b>Total Personnel Services</b>	<b>15,682</b>	<b>14,619</b>	<b>(1,064)</b>	<b>-7%</b>	<b>10,115</b>	<b>(5,567)</b>	<b>-55%</b>	<b>125,589</b>	<b>111,111</b>	<b>(14,478)</b>	<b>-13%</b>	<b>101,608</b>	<b>(23,981)</b>	<b>-24%</b>	<b>146,080</b>	<b>131,602</b>	<b>-11%</b>
<b>Goods &amp; Services</b>																	
6005 Seminars & training	0	354	354	100%	0	0	-	2,781	3,542	761	21%	759	(2,022)	-266%	3,489	4,250	18%
<b>Total Staff Training</b>	<b>0</b>	<b>354</b>	<b>354</b>	<b>100%</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>2,781</b>	<b>3,542</b>	<b>761</b>	<b>21%</b>	<b>759</b>	<b>(2,022)</b>	<b>-266%</b>	<b>3,489</b>	<b>4,250</b>	<b>18%</b>
6020 Travel - airfare	0	500	500	100%	25	25	100%	0	1,800	1,800	100%	730	730	100%	200	2,000	90%
6025 Travel - lodging & transportation	2,049	450	(1,599)	-355%	826	(1,224)	-148%	2,627	1,620	(1,007)	-62%	2,271	(357)	-16%	2,807	1,800	-56%
6030 Travel - Per Diem & mileage reimbursement	0	370	370	100%	413	413	100%	1,293	1,647	354	21%	2,575	1,282	50%	1,496	1,850	19%
6035 Meals & Entertainment	26	42	15	37%	77	51	66%	671	417	(254)	-61%	226	(444)	-196%	754	500	-51%
<b>Total Travel &amp; Entertainment</b>	<b>2,076</b>	<b>1,362</b>	<b>(714)</b>	<b>-52%</b>	<b>1,341</b>	<b>(735)</b>	<b>-55%</b>	<b>4,591</b>	<b>5,483</b>	<b>892</b>	<b>16%</b>	<b>5,801</b>	<b>1,211</b>	<b>21%</b>	<b>5,258</b>	<b>6,150</b>	<b>15%</b>



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

amounts in \$US dollars

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



Rail Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6050 Office supplies	0	0	0	-	0	0	-	7,682	0	(7,682)	-	0	(7,682)	-	7,682	0	-
6055 Kitchen supplies	0	0	0	-	0	0	-	215	0	(215)	-	0	(215)	-	215	0	-
6060 IT supplies	0	0	0	-	0	0	-	589	0	(589)	-	0	(589)	-	589	0	-
6075 Memberships & dues	(16)	0	16	-	0	16	-	0	0	0	-	2,996	2,996	100%	0	0	-
6090 IT SW subscriptions & licenses	0	0	0	-	0	0	-	905	0	(905)	-	0	(905)	-	905	0	-
<b>Total Office Expense</b>	<b>(16)</b>	<b>0</b>	<b>16</b>	<b>-</b>	<b>0</b>	<b>16</b>	<b>-</b>	<b>9,391</b>	<b>0</b>	<b>(9,391)</b>	<b>-</b>	<b>2,996</b>	<b>(6,395)</b>	<b>-213%</b>	<b>9,391</b>	<b>0</b>	<b>-</b>
6105 Telephone - mobile	0	0	0	-	0	0	-	57	0	(57)	-	0	(57)	-	57	0	-
6155 Environmental Remediation/Mitigation/Monitoring	0	0	0	-	0	0	-	80	0	(80)	-	0	(80)	-	80	0	-
<b>Total Utilities</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>137</b>	<b>0</b>	<b>(137)</b>	<b>-</b>	<b>0</b>	<b>(137)</b>	<b>-</b>	<b>137</b>	<b>0</b>	<b>-</b>
6216 Managed Service Fees	0	292	292	100%	1,311	1,311	100%	0	2,917	2,917	100%	32,033	32,033	100%	583	3,500	83%
6230 Rail operations service fee	283,634	296,964	13,329	4%	289,665	6,031	2%	2,663,107	3,145,686	482,579	15%	3,068,373	405,265	13%	3,296,005	3,778,584	13%
6245 Legal advertising	0	0	0	-	0	0	-	98	0	(98)	-	0	(98)	-	98	0	-
6250 Legal services	0	0	0	-	11,518	11,518	100%	203,905	0	(203,905)	-	59,931	(143,974)	-240%	203,905	0	-
6260 Consulting services	0	0	0	-	0	0	-	11,972	0	(11,972)	-	35,047	23,075	66%	11,972	0	-
6265 Recruiting services	0	0	0	-	0	0	-	267	0	(267)	-	0	(267)	-	267	0	-
6270 Contracted Services	16	4,167	4,151	100%	0	(16)	-	7,252	41,667	34,415	83%	0	(7,252)	-	15,585	50,000	69%
6290 Commercial insurance	663	1,917	1,254	65%	2,271	1,608	71%	9,748	19,167	9,418	49%	22,630	12,882	57%	13,582	23,000	41%
<b>Total Professional Services</b>	<b>284,313</b>	<b>303,339</b>	<b>19,026</b>	<b>6%</b>	<b>304,765</b>	<b>20,452</b>	<b>7%</b>	<b>2,896,350</b>	<b>3,209,436</b>	<b>313,086</b>	<b>10%</b>	<b>3,218,013</b>	<b>321,663</b>	<b>10%</b>	<b>3,541,998</b>	<b>3,855,084</b>	<b>8%</b>
6400 Small equipment & tools	0	0	0	-	0	0	-	26,185	0	(26,185)	-	0	(26,185)	-	26,185	0	-
6405 Safety/hazardous materials	0	0	0	-	0	0	-	14,008	0	(14,008)	-	150	(13,858)	-9239%	14,008	0	-
6410 Signage	0	0	0	-	0	0	-	22	0	(22)	-	0	(22)	-	22	0	-
6415 Clothing	0	0	0	-	0	0	-	0	175	175	100%	175	175	100%	0	175	100%
6420 Janitorial supplies	0	0	0	-	0	0	-	734	0	(734)	-	0	(734)	-	734	0	-
6425 Operational supplies	0	0	0	-	23	23	100%	6,202	0	(6,202)	-	23	(6,179)	-26875%	6,202	0	-
6450 Fuel - Gas	0	0	0	-	0	0	-	1,758	0	(1,758)	-	0	(1,758)	-	1,758	0	-
6455 Fuel - Diesel	0	0	0	-	0	0	-	379	0	(379)	-	0	(379)	-	379	0	-
<b>Total Operational Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>23</b>	<b>23</b>	<b>100%</b>	<b>49,289</b>	<b>175</b>	<b>(49,114)</b>	<b>-28065%</b>	<b>348</b>	<b>(48,941)</b>	<b>-14064%</b>	<b>49,289</b>	<b>175</b>	<b>-28065%</b>
6500 Repairs & maintenance equipment	0	0	0	-	0	0	-	6,944	0	(6,944)	-	0	(6,944)	-	6,944	0	-
6505 Repairs & maintenance vehicles	244	0	(244)	-	0	(244)	-	1,044	0	(1,044)	-	0	(1,044)	-	1,044	0	-
6510 Repairs & maintenance buildings	0	4,167	4,167	100%	0	0	-	407	41,667	41,259	99%	2,550	2,143	84%	8,741	50,000	83%
6515 Repairs & maintenance land improvements	0	8,333	8,333	100%	5,066	5,066	100%	21,730	83,333	61,603	74%	44,142	22,412	51%	38,397	100,000	62%
6580 Permits	755	0	(755)	-	0	(755)	-	1,385	0	(1,385)	-	0	(1,385)	-	1,385	0	-
<b>Total Repair and Maintenance</b>	<b>999</b>	<b>12,500</b>	<b>11,501</b>	<b>92%</b>	<b>5,066</b>	<b>4,067</b>	<b>80%</b>	<b>31,510</b>	<b>125,000</b>	<b>93,490</b>	<b>75%</b>	<b>46,692</b>	<b>15,182</b>	<b>33%</b>	<b>56,510</b>	<b>150,000</b>	<b>62%</b>
<b>Total Goods &amp; Services</b>	<b>287,371</b>	<b>317,555</b>	<b>30,183</b>	<b>10%</b>	<b>311,195</b>	<b>23,823</b>	<b>8%</b>	<b>2,994,048</b>	<b>3,343,636</b>	<b>349,588</b>	<b>10%</b>	<b>3,274,609</b>	<b>280,561</b>	<b>9%</b>	<b>3,666,071</b>	<b>4,015,659</b>	<b>9%</b>
<b>Total Expenses</b>	<b>303,054</b>	<b>332,173</b>	<b>29,120</b>	<b>9%</b>	<b>321,310</b>	<b>18,256</b>	<b>6%</b>	<b>3,119,637</b>	<b>3,454,747</b>	<b>335,110</b>	<b>10%</b>	<b>3,376,217</b>	<b>256,580</b>	<b>8%</b>	<b>3,812,151</b>	<b>4,147,261</b>	<b>8%</b>
<b>Operating Results</b>	<b>72,972</b>	<b>51,061</b>	<b>21,911</b>	<b>43%</b>	<b>55,095</b>	<b>17,876</b>	<b>32%</b>	<b>432,550</b>	<b>710,550</b>	<b>(278,000)</b>	<b>-39%</b>	<b>747,841</b>	<b>(315,290)</b>	<b>-42%</b>	<b>539,499</b>	<b>817,499</b>	<b>-34%</b>

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

amounts in \$US dollars

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



Rail Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Apr 2019				Apr 2018			Jul 2018 - Apr 2019				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
<b>Other Income &amp; Expenses</b>																	
<b>Other Income</b>																	
4480 Tax Credits	0	0	0	-	0	0	-	0	0	0	-	317,100	(317,100)	-100%	0	0	-
4520 Green Hill Debt Service	0	0	0	-	0	0	-	0	43,500	(43,500)	-100%	43,424	(43,424)	-100%	0	43,500	-100%
4805 Transfer - GF	0	0	0	-	0	0	-	523,682	0	523,682	-	0	523,682	-	523,682	0	-
4815 Transfer - RF	0	50,099	(50,099)	-100%	0	0	-	0	500,989	(500,989)	-100%	0	0	-	100,198	601,187	-83%
4905 Other	0	0	0	-	424,296	(424,296)	-100%	281,596	0	281,596	-	426,655	(145,058)	-34%	281,596	0	-
<b>Total Other Income</b>	<b>0</b>	<b>50,099</b>	<b>(50,099)</b>	<b>-100%</b>	<b>424,296</b>	<b>(424,296)</b>	<b>-100%</b>	<b>805,279</b>	<b>544,489</b>	<b>260,789</b>	<b>48%</b>	<b>787,178</b>	<b>18,100</b>	<b>2%</b>	<b>905,476</b>	<b>644,687</b>	<b>40%</b>
<b>Other Expenses</b>																	
<b>Debt Services</b>																	
7005 Principal repayment	0	0	0	-	0	0	-	322,173	322,173	0	0%	89,433	(232,740)	-260%	322,173	322,173	0%
7010 Interest payment	0	0	0	-	0	0	-	322,438	322,438	(0)	0%	31,496	(290,943)	-924%	322,438	322,438	0%
9005 Transfers - GF	0	0	0	-	0	0	-	902,500	0	(902,500)	-	0	(902,500)	-	902,500	0	-
8020 CIP Machinery & Equipment	0	0	0	-	0	0	-	13,000	0	(13,000)	-	0	(13,000)	-	13,000	0	-
<b>Total Debt Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>1,560,111</b>	<b>644,611</b>	<b>(915,500)</b>	<b>-142%</b>	<b>120,929</b>	<b>(1,439,182)</b>	<b>-1190%</b>	<b>1,560,111</b>	<b>644,611</b>	<b>-142%</b>
<b>Total Other Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>1,560,111</b>	<b>644,611</b>	<b>(915,500)</b>	<b>-142%</b>	<b>120,929</b>	<b>(1,439,182)</b>	<b>-1190%</b>	<b>1,560,111</b>	<b>644,611</b>	<b>-142%</b>
<b>Net Other Income</b>	<b>0</b>	<b>50,099</b>	<b>(50,099)</b>	<b>-100%</b>	<b>424,296</b>	<b>(424,296)</b>	<b>-100%</b>	<b>(754,833)</b>	<b>(100,122)</b>	<b>(654,711)</b>	<b>654%</b>	<b>666,250</b>	<b>(1,421,082)</b>	<b>-213%</b>	<b>(654,635)</b>	<b>76</b>	<b>-861462%</b>
<b>Net Result</b>	<b>72,972</b>	<b>101,159</b>	<b>(28,188)</b>	<b>-28%</b>	<b>479,391</b>	<b>(406,420)</b>	<b>-85%</b>	<b>(322,282)</b>	<b>610,428</b>	<b>(932,710)</b>	<b>-153%</b>	<b>1,414,090</b>	<b>(1,736,373)</b>	<b>-123%</b>	<b>(115,135)</b>	<b>817,575</b>	<b>-114%</b>





M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Margaret Barber, External Affairs Manager

DATE: June 10, 2019

SUBJECT: Commercial/ External Affairs/ Marketing Management Report

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**Commercial:**

EA/BD department staff is working on gathering drone footage of Port properties and overlay them with site specifications for future leads inquiries.

EA/BD staff will be developing additional property marketing sheets for vacant facilities at the Charleston Marina. These will be utilized to enhance marketing efforts on social media and the Port website around the four vacant properties in the Marina (Point Adams, Building 30, the former Syncon fenced lot, and the offices in the Post Office building).

Staff concluded an analysis to determine an appropriate annual lease rate/acre for industrial waterfront property.

Staff developed a framework in which to manage leads. The framework includes bi-weekly internal coordination meetings, as well as creating a clearinghouse of lead-related information and files on the T Drive.

EA/BD will be developing a 'short list' for sales calls to industries that could potentially utilize rail service or enhance existing service. This list will be vetted by John Burns and sales calls are planned to take place over the next two-month period.

EA/BD staff will begin market research to analyze the pricing structure of the Travel Lift at the Charleston Shipyard.

**Marketing and Media:**

EA/BD department is starting to pull together the Annual Report for FY 2018/19 which is set to release at the end of August. There will be both an offline and online version.

The external drone policy is still being revised. Port staff have reached out to other ports and special districts to ensure the policy is written accurately and relevant.

EA/BD staff is working on a video to feature the three scholarship recipients which will be released on Facebook late June or early July.

EA/BD staff is collecting quotes from various economic consulting firms on finding the indirect and induced economic impacts of one log vessel.

EA/BD staff is working on updating “The Crew” page on the website to include individual photos of all staff members from all three lines of business.

The Port was featured in the following publications:

- KLCC 89.7 Radio
  - [“Coos Bay Fishermen Brace for Impacts From Jordan Cove and Channel-Widening Project”](#)
- The World Newspaper
  - [“Charleston’s Blessing of the Fleet will be May 27”](#)
  - [“Truck Rolls onto Train Tracks in Single-Vehicle crash on U.S. Highway 101”](#)
- Herald and News
  - [“Now is the Time for Jordan Cove Pipeline Project”](#)

Press Releases/ Port Perspective Articles for the past month:

- [Port of Coos Bay Announces 2019 Scholarship Recipients](#)
- [Annual Charleston “Blessing of the Fleet” Scheduled for May 27<sup>th</sup> – Memorial Day](#)
- [Live Fire Training](#)

### **Grants:**

EA/BD staff continue to support grant management and reporting with quarterly reporting for ODOT and FASTLANE grants and monthly reporting for ConnectOregonV. The Coos Bay Rail Line Bridge Rehabilitation/ BUILD grant team is completing environmental requirements and reassessing the engineering/design of the project.

Port staff is putting together a Grant Framework for internal use to prevent any delays or lapse in information due to staff turnover, clarify departmental roles and expectations, and create a database of processes and procedures related to grants.

### **Legislative Work:**

EA/BD staff accompanied CEO John Burns to Salem on June 4 to meet with members of the Joint Ways and Means Committee regarding the \$40 million lottery backed bond allocation scheduled for this biennium.

The Short Line Tax Credit bill is still in the Revenue Committee. The -7 amendments were adopted, which reduces the available credit per mile for Class II rail lines to \$1,000, but Class III rail lines are still eligible for the full \$3,500 per mile. If it passes, this bill would provide a significant funding stream for projects on the Coos Bay Rail Line.

The bill that would require projects within an Enterprise Zone to pay workers prevailing wage will not move forward this session. The Port was opposed to this legislation because it undermines the benefit for future economic development projects.

SB 927 continues to be debated in Salem. As introduced, this bill would remove property owners' rights to oppose their property being listed on the National Historic Register. A number of amendments to the bill have been introduced seeking to lessen its potential impacts if it passes. Staff are awaiting language for the latest amendment which was born from a work group of proponents, opposition, and interest groups.

SB 695 is the bill that was introduced at the Port's request to remove the \$1 million threshold for ports under ORS 777 related to promissory notes. It is anticipated that this bill will pass, and it is currently being considered in the Revenue Committee.

EA/BD staff attended a town hall meeting held by Senator Wyden on May 25 at Marshfield High School.

### **Outreach and Communications:**

EA/BD staff supported the annual Blessing of the Fleet Memorial Service held in the Charleston Marina, designing and printing rack cards for the event as well as participating.

EA/BD staff worked with the Coos Bay-North Bend VCB to outline a redesign of the Coos Bay to Bandon brochure that the Port commissioned back in 2015.

EA/BD staff attended the awards ceremonies for both North Bend and Marshfield High Schools to present scholarships to this year's awardees.

### **Port Properties:**

The Port's lease with Bandon Pacific for the Lazio Dock in the Charleston Marina is set to expire in December of 2019. Staff are working with representatives from Bandon Pacific to come to a consensus on general terms for the new agreement and will begin drafting a new lease document.

Port staff continue negotiations with a company representing Verizon, who is seeking to install a new cell tower in Eastside near the existing Marshfield radio tower. Verizon met internally last week and anticipates providing a response to the Port in the coming weeks. The Port has requested additions to the contract that include a signing bonus, as well as a fee structure to provide additional income if additional users are added to the tower.

Staff continue to work with various entities seeking license agreements and rights of way across Port property, including DFN, Pacific Power, and the U.S. Army Corps of Engineers. DFN is seeking to install fiberoptic line along Trans Pacific Parkway; Pacific Power is working with Southport Lumber Company, and seeking to install underground power within the footprint of an existing easement that Southport has with the Port that was executed in 2011; and the U.S. Army Corps of Engineers is seeking a license agreement to memorialize a right of entry to property that they own in Lane County near Veneta.

Port staff continue to work with a company interested in refurbishing and occupying the Point Adams facility as a live seafood processing operation. The Port has requested copies of a business plan, repair plan, and proof of financing.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Port Project Managers

CC: Mike Dunning, Patrick Kerr, Megan Richardson

DATE: June 10, 2019

SUBJECT: Development Department Management Report

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**Coos Bay Rail Line:**

**Rail Road Herbicide Application RFQ:** Ferrosafe, LLC of Zillah, WA successfully completed the herbicide application in May. Rail crews report that the right of way is becoming less obstructed as the treated areas begin to die off.

**Rail Road Bridge Inspector Request For Qualification:** Port staff have been negotiating with Stantec on price and program. Although Stantec has provided an excellent proposal for content, their cost far exceeds the Port's ability to fund the service their proposal would provide. Port Development has reached out to WJE & Associates, the next highest scorer, to have them provide a detailed cost proposal for bridge inspection. WJE has a June 7 deadline to provide their proposal.

**Reedsport Bridge – MP 740.84:** Stantec has continued to perform bridge monitoring with no significant movement of the new components. The Port and Stantec have decided to not continue the monitoring process. The bridge is stable and showing no sign of movement.

**Coos Bay Swing Span Bridge Emergency Repairs MP 763.55:** West Coast Contractors have completed the dis-assembly and return of the Flexi-floats to the supplier. They have also moved all the jacking and shoring steel and leftover components to our storage yard in Charleston. This will complete the project with the exception of as-builts, etc. We still need as-builts and closeout documents from Stantec and Koppers Railroad Structures.

**Timber Bridge Repairs Project:** Partney Construction has completed all of the contracted work. They have also completed the work related to Change Order #14. Change Order #14 included the cap replacement on bent #2 that was found to have significant rot damage. The work was performed while they were replacing the shim on bent #2. This work was performed for \$1,309.00. The work on the as-built information is in-process.

Stantec Consulting Services will perform their final inspection on their next visit out here.

## **Tunnel Rehabilitation Phase 1:**

### **Tunnel 13 (23% complete)**

- Adjusted 53 timber support blocks in preparation for micropile installation (total to date = 243 each).
- Drilled and installed 108 micropiles (total to date = 167 each).
- Prepared and placed 24 cubic yards of new concrete footing wall (total to date = 24 CY). Work included subgrade preparation, installation of thread-bar shear pins and rebar cages between bays, formwork and drainpipe.

### **Tunnel 14 (0% complete)**

Contract work is currently 100% complete at the following tunnel locations:

- 15, 16, 17, 18, 19, 20, and 21.

## **SCHEDULE**

Contract Time = 577 Days

NTP = April 30, 2018

Contract Final Completion = November 28, 2019

LRL's estimated completion date = July 30, 2019 per most recent update

Estimated % Complete by Earned Value = 80% per McMillen Jacobs calculation

Estimated % Complete by Contract Time = 69% (396 Days / 577 Days)



Photo: Tunnel 13, Installation of rebar cages and micropiles in preparation for concrete.





Photo: Tunnel 13, Pouring concrete into the formed set.

### **Tunnel Rehab Phase II:**

On May 24, 2019 the Port held a mandatory Pre-Bid site walk for the three prequalified contractors. Scott Partney Construction and Strider Construction were the only two contractors to show. The ITB has been re-issued with “value engineering” incorporated. The initial engineers estimate for this work was \$14.8M. The two contractors authorized to submit their bids have a deadline of June 21, 2019. The engineers estimate for this round of bids is \$13.6M.

### **Charleston:**

The grant agreement with the Oregon State Marine Board, and the sub-agreement with the Department of Fish and Wildlife have been signed. The Port is responsible for \$32,865.00, The ODFW is providing \$55,000.00, and Oregon State Marine Board is providing up to \$300,000.00. The replacement launch ramp docks project has been awarded to Topper Industries Inc from Woodland, Washington, for \$289,000.00. The Contractor has been issued a Notice to Proceed and the contract has been signed by the Port and Topper Industries. OSMB had a mistake on the drawings which Topper found, concerning the location of the ADA access. This created Change Order #2 for \$894.00. The Marine Board agreed to pay for the change.

Topper Industries is shipping the first six dock sections the week of June 10-14. The Port maintenance staff will unload them upon arrival.

### **Maritime Industrial:**

Due to the focus on the ongoing railroad projects, the Development department has not progressed any projects in Maritime Operations since the August 13, 2018 report.

**Admin:**

Development Department staff is currently budgeting for Project Management fees to build a new Port Office.

**2018 BUILD Grant:**

Rick Adamek has been reviewing engineer drawings for the Vaughn Viaduct bridge construction. Vaughn Viaduct will be the first bridge to be completed following our contract signature with MARAD.

M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Mike Dunning, Director of Maritime Operations

DATE: June 10, 2019

SUBJECT: Port Operations Management Report

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**Channel Modification Project:**

The team continues to work on permitting and engineer and design components of the project. We had two more changes to the PDT. Tony Maggio (Engineering lead) is leaving M&N and Mara Krinke (Environmental lead) at DEA is moving to a new organization. In both situations, the firms have developed a transition plan to obviate impacts to the schedule and project deliverables.

Our understanding is that the Corps is still on schedule to complete their review of the 204/408 report that was submitted in April. Once this review is complete, the Port team will develop and submit responses to address concerns or gaps in the report. Work continues on the EIS and permitting for the project.

**Safety and Security:**

The Fish Farm “Burn to Learn” project is nearly complete. Pacific Recycling returned on Wednesday May 28 through Friday May 30, 2019 and removed all remaining metal that was on the ground after the burn. Now that the buildings have been burned and the remaining metal has been removed, Port staff will proceed to remove any additional debris and fill-in the pit located at the pump station. Working in collaboration with the Coos Bay Rail Line, the Port will use the sand removed from along the tracks on the North Spit to fill in the large pit at the fish farm water pump station. Once this pit has been filled it will close out this project.



Photos: Pit from Fish Farm water pump station (left), and Remains of Fish Farm Admin Building (right).



**Crane Training:**

A member of Port staff will be attending mobile crane operator training at the International Crane Institute in July. This training will encompass specialized training on the Port's boom truck, certify the trainee as a qualified trainer for other Port personnel, allow additional personnel to become certified mobile crane operators, and provide the ability to proctor examinations in-house.

**Drone Policy and Safety Framework:**

Staff is updating internal drone policy and safety checklist framework. As part of this update we are establishing internal user guidelines and establishing the potential for use of the Port's drone by other agencies within the local area, i.e. Coos Bay Response Coop in the event of a major spill. We are also incorporating a safety checklist, maintenance plan and a risk assessment tool to ensure our drone program is in compliance with all FAA requirements.

**Dredging:**

We received word that two separate clamshell contracts will be in Coos Bay this summer. Dredging for RM12-15 has been awarded to American Construction and the Coastal dredge contract has been selected and awaiting final award. After conversations with some of the private terminals, it appears that a few of them may take advantage of the dredging equipment that will be in the bay this summer. American Construction will mobilize to Coos Bay around mid-June and the Coastal contract dredge is still to be determined.

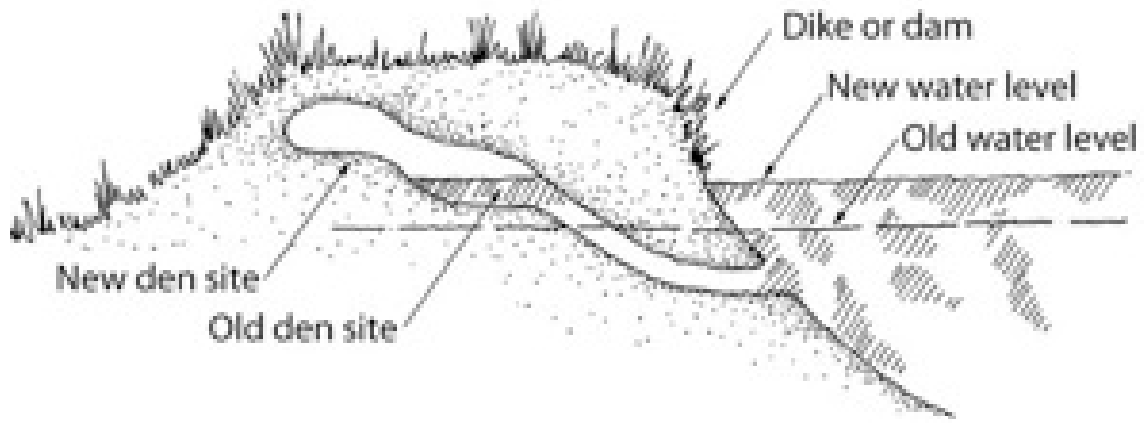
**Nutria:**

As previously authorized by the Commission, the Port will enter into a new agreement with the City of Coos Bay to help reduce the population of nutria at Eastside. These animals multiply quickly and can cause significant damage to dikes and the local environment.



**Nutria** By Christian Fischer, CC BY-SA 3.0

[http://dnr.maryland.gov/wildlife/Pages/plants\\_wildlife/invasives/inv\\_Nutria.aspx](http://dnr.maryland.gov/wildlife/Pages/plants_wildlife/invasives/inv_Nutria.aspx)



[https://marshdog.com/MarshDog/About\\_Nutria.html](https://marshdog.com/MarshDog/About_Nutria.html)



MEMORANDUM

TO: John Burns, Chief Executive Officer

FROM: Mike Dunning, Director of Maritime Operations

DATE: June 10, 2019

SUBJECT: Charleston Operations Management Report

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Of the 443 moorage slips for the month of April we had 177 annuals, 26 semi-annuals, 55 monthlies and 344 transients. We sold over 374 tons of ice or \$28,081.00. Out of the 104 RV Park spaces, we had 104 check-ins for total sales of over \$23,311.00.

**Dredging:**

The first state dredging committee meeting was held in Toledo last month. This committee was established to assist with the oversight and use of the state dredging equipment. The committee is comprised of members from Business Oregon and Coastal Port representatives. The next step for the committee is to develop a framework and guidelines for how the dredging equipment will be utilized. This includes but is not limited to: how ports request to be dredged, what order ports are dredged, requirements to be dredged (funding (bonded), permitting, etc.), and how to utilize tax revenues dedicated to the dredging program. Currently, the Port of Siuslaw is the only port requesting dredging this year.

As mentioned in previous reports, the Marina is due for sediment characterization of soils within the authorized dredge prisms. The last Suitability Determination Memo (SDM) authorized unconfined in-water disposal for 7 years. This SDM expires in July of 2019. If all sediments test within limits, the new SDM should be valid for 7 years. This work was budgeted in the FY 2019/20 budget and should start in mid to late summer.

A post dredging debrief was conducted with Charleston staff to evaluate last winters dredging project. During the meeting we discussed the entire dredging process from planning to demobilization, and post dredging repairs and maintenance. This was a great opportunity to identify what went well and what did not. More importantly, staff identified ways to improve operations, efficiencies, and safety through lessons learned.

**Launch Ramp Floating Docks:**

The ramp floats are still under construction, with the first 6 floats scheduled for delivery mid-June. Staff is finalizing their plans for removal and installation. Understanding that we are approaching peak fishing season, staff will remove and replace one run at a time. This work will also be scheduled during low use opportunities (inclement weather, weekday, and time of day). There will always be a minimum of 3 lanes open at all times. Removal and installation of one run should only take one or two days.

**New Shop:**

Staff continues to work on the new shop. The new overhead door was installed, necessary safety equipment is in place, and new LED lighting is hung. As equipment and supplies are moved to the new shop, an evaluation and inventory of all items will be completed. Staff is scheduled to be fully moved into the new shop by the end of June. Once moved, we will begin restoring the old shop back into rentable storage units.



Photos: New LED lighting and Safety Equipment.



Photo: Wider overhead door installed for vehicle access.

**Point Adams Gate:**

The gate at Point Adams will be secured 24/7. This is being done due to vandalism, criminal mischief, and roadway degradation. This closure does not impact pedestrian traffic. The public is welcome to walk out to the point and enjoy the scenery.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer  
FROM: Patrick Kerr, Director of Rail Operations  
DATE: June 10, 2019  
SUBJECT: Railroad Department Management Report

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**Operations:**

CBRL handled 439 revenue car loadings for May 2019. May 2019 car loadings were below April 2019, by 82 cars and below by 171 cars from the 2018/19 CBR forecasted monthly average of 610 cars. May 2019 was below May 2018 of 623 cars by 184 cars.

CBRL 2018/19 budget has 7,320 car loads at 610 per month. The estimated 2018/19 run rate using current carloads is about 5,886 cars, 1,434 cars or 20% below calendar yearly forecast budget. The 2018/19 monthly car loading average dropped 3 cars to 490 cars from last month.

May 2019 monthly carloads of 439 fell below forecast due to RFP not shipping inbound wood chips to North Bend. Chips are being used as hog fuel instead of export. The major contributor to the lower car volume was due to GP's mill closure and last rail car shipment at the end of May. Log car shipments from the Willamette Valley continue to remain sluggish due to export and tariff issue, along with a continued North American railroad down-market environment.

Currently CBRL has 17 employees and 6 locomotives on property.

During the month of May, CBRL had FRA Track and Compliance inspectors, ODOT Operating Practices and Equipment inspectors on property inspecting and observing CBRL operations.

Port staff hosted the MARAD team during the hi-rail inspection for the BUILD grant projects reviewing our swing span bridges at Coos Bay, Reedsport and Cushman along with the 10 steel bridges in rural Lane County and the Vaughn Viaduct bridge replacement. The team also reviewed completed work for the Fastlane tunnel project grant.

**Coos Bay Rail Line May 2019:**

As of Thursday, June 6, 2019 the CBRL is 51 days' injury free. The CBRL had 1 incident during the month of May.





Photo: FRA track inspector with CBRL crews.

# Budget Hearing

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

**DATE:** June 10, 2019

**PROJECT TITLE:** 2019Res09: Establishing a Dredge Fund for the Revenues, Expenditures and Future Reserves for Dredge Activity of the State-Owned Dredge

**ACTION REQUESTED:** Adoption of Resolution 2019Res09 Establishing a Dredge Fund for the revenues, expenditures and future reserves for dredge activity of the state-owned dredge

**BACKGROUND:**

Staff wishes to establish a Special Revenue Fund to be known as the “Dredge Fund”. The purpose of this fund is to segregate the funds received from the State of Oregon Fuel Tax allocation separately from the Port’s revenue.

It is necessary to create a separate fund so the fuel tax funds can be used solely for the longevity of the state-owned asset to maintain long term success of the dredge. Additionally, expenditures and reserves for future capital needs of the dredge, will be encompassed in the Dredge Fund.

**RECOMMENDED MOTION:**

Approve Resolution 2019Res09 establishing a Dredge Fund for the revenues, expenditures and future reserves for dredge activity of the state-owned dredge.



**RESOLUTION 2019Res09**

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

**RESOLUTION ESTABLISHING A DREDGE FUND**

**WHEREAS** the Oregon International Port of Coos Bay (Port) created a special revenue fund to be known as the “Dredge Fund”, and

**WHEREAS** the purpose of this fund is to segregate the funds received from the State of Oregon Fuel Tax; all revenue and expenditures related to dredging activity, repairs and maintenance; and reserves for future capital needs of the dredge; separately from the Port’s revenue, and

**WHEREAS** amounts deposited in the Dredge Fund may be used to pay all or any part of the dredge activity, maintenance, purchase, lease or improvement of the Dredge equipment, or any expense relating thereto, and

**WHEREAS** amounts deposited in the Dredge Fund and not expended shall be carried over from year to year and when the fund is dissolved any carry forward balance will be distributed to the Port of Coos Bay’s Reserve Fund, and

**WHEREAS** the Port expects to receive and appropriate \$404,911 initially into this fund, and

**WHEREAS** the Port budget shall provide separately for receipts and expenditures in the Dredge Fund under local budget law of the State of Oregon, and such fund shall be kept separate from other funds of the Port.

**THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Oregon International Port of Coos Bay, the creation of a special revenue fund to be known as the “Dredge Fund”.

**APPROVED AND ADOPTED** by the Board of Commissioners of the Oregon International Port of Coos Bay this 17<sup>th</sup> day of June 2019.

\_\_\_\_\_  
David Kronsteiner, President

\_\_\_\_\_  
Brianna Hanson, Treasurer

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

**DATE:** June 10, 2019

**PROJECT TITLE:** Resolution 2019Res10: Adoption of Budget, Making Appropriations, Imposing and Categorizing Taxes – Combined for the 2019/20 Fiscal Year

**ACTION REQUESTED:** Adoption of Resolution 2019Res10 Adopting the Budget, Making Appropriations, Imposing and Categorizing Taxes – Combined for the 2019/20 Fiscal Year

**BACKGROUND:**

The Port’s Budget Committee approved the draft 2019/20 Fiscal Year Budget after its first budget committee meeting May 20, 2019. Each year, following the Budget Committee’s approval of the budget, the Commission is required to hold a public hearing. The objective of the public hearing is to receive testimony from any person present. The public hearing is scheduled for 6:30 p.m., June 17, 2019 prior to the regular Commission meeting.

During the regular Commission meeting, the Commission is **allowed to make changes to the budget if the total change in any fund does not exceed \$5,000 or 10%,** whichever is greater. Changes in excess of 10% would require the Commission to publish notice of a second budget hearing and a new financial summary and hold the second hearing before the adjusted budget can be adopted.

If no significant changes are made, the Commission should consider approval of the resolution adopting the budget.

**RECOMMENDED MOTION:**

Approve Resolution 2019Res10, a resolution adopting a budget, making appropriations, imposing and categorizing taxes – combined for the 2019/20 fiscal year.

**Resolution 2019Res10**

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

**A RESOLUTION ADOPTING A BUDGET, MAKING APPROPRIATIONS, IMPOSING AND  
CATEGORIZING TAXES - COMBINED FOR THE FISCAL YEAR 2019/20**

BE IT RESOLVED that the Board of Commissioners of the Oregon International Port of Coos Bay adopts the 2019/20 fiscal year budget as approved by the Budget Committee in the amount of \$ 56,685,652 now on file at the Oregon International Port of Coos Bay.

BE IT ALSO RESOLVED that the Board of Commissioners of the Oregon International Port of Coos Bay hereby imposes the taxes provided for in the adopted budget at the rate of .6119 per \$1,000 of assessed value and no taxes imposed this year for bonds. These taxes are hereby imposed and categorized for tax year 2019/2020 upon the assessed value of all taxable property within the district as of January 1, 2019.

	<u>General Government</u>	<u>Excluded from Limitaton</u>
General Fund	Tax Rate = \$.0006119	

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2019, and for the purposes shown below are hereby appropriated as follows:

<u>GENERAL FUND</u>		
Administration	\$ 1,544,293	
Charleston Operations	2,760,924	
External Affairs	509,231	
Port Ops	345,230	
Port Development	362,635	
Railroad Operations	469,305	
Dredge Operations	-	
Non-departmental		
Debt Service	923,495	
Transfers to other funds	1,398,000	
Contingency	50,000	
<b>TOTAL GENERAL FUND</b>		<b>\$ 8,363,113</b>
 <u>SPECIAL PROJECTS FUND:</u>		
Materials and Services	\$ 2,849,064	
Capital Outlay	41,862,612	
Transfers to other funds	-	
<b>TOTAL SPECIAL PROJECTS FUND</b>		<b>44,711,676</b>
 <u>RESERVE FUND</u>		
Transfers to other funds	262,896	
<b>TOTAL RESERVE FUND</b>		<b>262,896</b>
 <u>DREDGE FUND</u>		
Personnel Services	97,365	
Materials & Services	307,546	
<b>TOTAL DREDGE FUND</b>		<b>404,911</b>
 <b>TOTAL APPROPRIATIONS ALL FUNDS</b>		 <b>\$ 53,742,596</b>
 <b>TOTAL APPROPRIATIONS</b>		 <b>\$ 53,742,596</b>
 <b>UNAPPROPRIATED ENDING BALANCE &amp; RESERVED FOR FUTURE EXPENDITURE</b>		 <b>2,943,056</b>
Total budget		<b>\$ 56,685,652</b>

APPROVED AND ADOPTED by the Board of Commissioners of the Oregon International Port of Coos Bay this 17th day of June 2019.

\_\_\_\_\_  
David Kronsteiner, President

\_\_\_\_\_  
Brianna Hanson, Treasurer

# Action Items

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

**DATE:** June 10, 2019

**PROJECT TITLE:** Resolution 2019Res11: Adoption of Supplemental Budget for Fiscal Year 2018/19

**ACTION REQUESTED:** Adopt Resolution 2019Res11 Adopting the Supplemental Budget for Fiscal Year 2018/19

**BACKGROUND:**

Under Oregon Budget Law a supplemental budget is required to reallocate appropriation authority, add new appropriation authority when the entity receives additional revenues, and to create a new appropriation category. The Port may adopt this supplemental budget by resolution at a regularly scheduled commission meeting when the supplemental budget does not adjust any one fund by more than 10 percent and the transfer of contingency is below 15 percent.

Staff wishes to amend the FY 2018/19 budget as follows:

<b><u>General Fund</u></b>	<b><u>Budgeted Amounts</u></b>	<b><u>New Amounts</u></b>	<b><u>Change</u></b>
1 Administration	1,475,773	1,239,328	(236,445)
2 Charleston Ops	2,654,826	2,598,826	(56,000)
3 External Affairs	659,293	613,293	(46,000)
4 Port Ops	357,968	301,968	(56,000)
5 Port Development	255,416	255,416	-
6 Rail Ops	4,147,261	3,736,261	(411,000)
7 Dredge Ops	124,242	284,241	159,999
Non-Departmental			
Debt Service	974,838	902,838	(72,000)
Transfers to Other Funds	-	-	-
Special Payments	-	902,500	902,500
Contingency	50,000	0	(50,000)
<b>General Fund Total</b>	<b>10,699,617</b>	<b>10,834,671</b>	<b>135,054</b>
<b>Special Projects Fund</b>			
Materials & Services	2,410,640	3,860,840	1,450,200
Transfers Out	143,200	-	(143,200)
<b>Special Projects Fund Total</b>	<b>2,553,840</b>	<b>3,860,840</b>	<b>1,307,000</b>

Two funds will be adjusted:

- General Fund:
  - Appropriations will be reallocated from Administration, Charleston Operations, External Affairs, Port Operations, Rail Operations, Non-Departmental - Debt Service, and Non-Departmental - Contingency to the new category Special Payments. This is to account for the transfer of funds to Coos Bay Rail Line, Inc. (CBRL) during the rail operations start up

as it was necessary to fund the operations while CBRL was in the early stages and had not yet earned any revenue to cover their own expenses.

- The Dredge Operations department additional appropriation authority is necessary to account for the revenues received from the state to cover unanticipated repairs and maintenance for the dredge.
- Special Projects Fund:
  - The appropriation authority is reallocated from Fund Transfers and additional authority is being added to account for the additional expenditures in the Materials & Services category. The expenditure increase in this category is related to the Channel Modification project, which is directly offset by revenues received, and non-capitalized expenditures for rail projects.

**RECOMMENDED MOTION:**

Approve Resolution 2019Res11 to adopt the supplemental budget which will reallocate appropriations to add the new category and increase appropriations in the General Fund and reallocate and increase authority in the Special Projects Fund.

**RESOLUTION 2019Res11**

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

**RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR FY 2018/2019**

**WHEREAS**, a supplemental budget is required when occurrences or conditions, which were not known at the time the budget was prepared, require changes in financial planning, and

**WHEREAS**, unforeseen events were incurred by the Port of Coos Bay during the current fiscal year, and

**WHEREAS**, recommended changes are in total a net result increase.

**THEREFORE, BE IT RESOLVED** that the 2018/19 budget be modified, to reallocate appropriations to add the new category and increase appropriations in the General Fund, and reallocate and increase authority in the Special Projects Fund.

<u>General Fund</u>	<u>Budgeted Amounts</u>	<u>New Amounts</u>	<u>Change</u>
1 Administration	1,475,773	1,239,328	(236,445)
2 Charleston Ops	2,654,826	2,598,826	(56,000)
3 External Affairs	659,293	613,293	(46,000)
4 Port Ops	357,968	301,968	(56,000)
5 Port Development	255,416	255,416	-
6 Rail Ops	4,147,261	3,736,261	(411,000)
7 Dredge Ops	124,242	284,241	159,999
Non-Departmental			
Debt Service	974,838	902,838	(72,000)
Transfers to Other Funds	-	-	-
Special Payments	-	902,500	902,500
Contingency	50,000	0	(50,000)
<b>General Fund Total</b>	<b>10,699,617</b>	<b>10,834,671</b>	<b>135,054</b>
<b>Special Projects Fund</b>			
Materials & Services	2,410,640	3,860,840	1,450,200
Transfers Out	143,200	-	(143,200)
<b>Special Projects Fund Total</b>	<b>2,553,840</b>	<b>3,860,840</b>	<b>1,307,000</b>

**APPROVED AND ADOPTED** by the Board of Commissioners of the Oregon International Port of Coos Bay this 17<sup>th</sup> day of June 2019.

\_\_\_\_\_  
David Kronsteiner, President

\_\_\_\_\_  
Brianna Hanson, Treasurer

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

**DATE:** June 10, 2019

**PROJECT TITLE:** 2019Res12: Update Signature Authority on Umpqua Bank Accounts

**ACTION REQUESTED:** Approve Resolution 2019Res12 updating signature authority for the banking accounts at Umpqua Bank, Coos Bay Branch.

**BACKGROUND:**

Port Policy Chapter 12 outlines the internal controls and authorization for financial management of the Port of Coos Bay. All Port bank accounts must be authorized and approved by the Board of Commissioners. With the separation of Chief Commercial Officer Anna Soderstrom, Port staff wishes to update the signature authority documents for the following bank accounts, to be effective June 18, 2019:

ZBA Disbursement Checking Account #2511  
ZBA Payroll Checking Account #5360  
Money Market Sweep Account #3394  
General Concentration Sweep Account #3139

The following individuals will be authorized signatories on these Umpqua Bank accounts:

John Burns	Chief Executive Officer
Lanelle Comstock	Chief Administrative Officer
Megan Richardson	Director of Finance & Accounting
David Kronsteiner	President
Brianna Hanson	Treasurer
Eric Farm	Vice President

A resolution is required for signature authorization for the bank accounts.

**RECOMMENDED MOTION:**

Approve Resolution 2019Res12 updating signature authority for the banking accounts at Umpqua Bank, Coos Bay Branch.



**RESOLUTION 2019Res12**

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

**RESOLUTION CHANGING THE SIGNATURE AUTHORIZATION FOR THE  
BANK ACCOUNTS AT UMPQUA BANK**

**WHEREAS** the Oregon International Port of Coos Bay has designated Umpqua Bank as a bank and depository for funds of the Port, which may be withdrawn on checks, drafts, receipts or advices of debt given or signed in the Port’s name; and

**WHEREAS** the Port wishes to update the names of the individuals authorized to initiate changes to the bank accounts listed below, effective June 18, 2019:

- ZBA Disbursement Checking Account #2511
- ZBA Payroll Checking Account #5360
- Money Market Sweep Account #3394
- General Concentration Sweep Account #3139

The following individuals will be authorized signatories on these Umpqua Bank accounts:

- |                   |                                  |
|-------------------|----------------------------------|
| John Burns        | Chief Executive Officer          |
| Lanelle Comstock  | Chief Administrative Officer     |
| Megan Richardson  | Director of Finance & Accounting |
| David Kronsteiner | President                        |
| Brianna Hanson    | Treasurer                        |
| Eric Farm         | Vice President                   |

And that said Bank shall be and is authorized to honor and pay the same whether or not they are payable to bearer or to the individual order of any person or persons signing the same.

**APPROVED AND ADOPTED** by the Board of Commissioners of the Oregon International Port of Coos Bay this 17th day of June 2019.

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David Kronsteiner, President

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Brianna Hanson, Treasurer

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

**DATE:** June 10, 2019

**PROJECT TITLE:** 2019Res13: Update Signature Authority for Oregon State Treasury Local Government Investment Pool

**ACTION REQUESTED:** Approve Resolution 2019Res13 updating signature authority for bank account changes to the Local Government Investment Pool account #5347.

**BACKGROUND:**

Port Policy Chapter 12 outlines the internal controls and authorization for financial management of the Port of Coos Bay. All Port bank accounts must be authorized and approved by the Board of Commissioners.

The Port invests excess cash with the Oregon State Treasury Local Government Investment Pool, which provides a higher rate of return than the Port's other bank accounts. Funds are transferred between the Local Government Investment Pool (LGIP) and the Umpqua bank accounts as needed for cash flow purposes. LGIP transfers are only permitted to and from bank accounts that are linked to the LGIP account. Changes to the linked bank accounts must be approved by two individuals.

With the separation of Chief Commercial Officer Anna Soderstrom, Port staff wishes to update the signature authority documents for the LGIP. Any two of the following individuals are required to initiate bank account information changes for the Local Government Investment Pool account #5347:

John Burns	Chief Executive Officer
Lanelle Comstock	Chief Administrative Officer
Megan Richardson	Director of Finance & Accounting
David Kronsteiner	President
Brianna Hanson	Treasurer
Eric Farm	Vice President

**RECOMMENDED MOTION:**

Approve Resolution 2019Res13 updating signature authority for bank account changes to the Local Government Investment Pool account #5347.

**RESOLUTION 2019Res13**

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

**RESOLUTION CHANGING THE SIGNATURE AUTHORIZATION FOR THE  
OREGON STATE TREASURY LOCAL GOVERNMENT INVESTMENT POOL**

**WHEREAS** the Oregon International Port of Coos Bay has designated the Oregon State Treasury Local Government Investment Pool (LGIP), under the terms and conditions of the LGIP, as the bank and depository for the excess funds of the Port, which may be transferred to and from the Port’s accounts with Umpqua Bank; and

**WHEREAS** the banks that can be linked to the Port’s LGIP account can only be changed by approval of any two authorized individuals; and

**WHEREAS** the Port wishes to update the names of the individuals authorized to initiate changes to the bank accounts linked to the LGIP account to those listed below, effective June 18, 2019:

John Burns	Chief Executive Officer
Lanelle Comstock	Chief Administrative Officer
Megan Richardson	Director of Finance & Accounting
David Kronsteiner	President
Brianna Hanson	Treasurer
Eric Farm	Vice President

**THEREFORE BE IT RESOLVED** that the authority given to the above named persons supersedes all previous resolutions.

**APPROVED and ADOPTED** by the Board of Commissioners of the Oregon International Port of Coos Bay this 17th day of June 2019.

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David Kronsteiner, President

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Brianna Hanson, Treasurer

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

**DATE:** June 10, 2019

**PROJECT TITLE:** Disposal of Surplus Property for Fiscal Year 2019/20

**ACTION REQUESTED:** Name the Chief Executive Officer as the Local Contract Review Board’s designee for determining and authorizing the methods of disposal of surplus property with little to no value to the Port for Fiscal Year 2019/20

**BACKGROUND:**

Over time, the Port accumulates surplus personal property as older equipment and materials are replaced with newer materials, areas of operations are phased out, or when items are abandoned and/or obtained through the auction process. When sufficient quantities of such materials and equipment are accumulated, it becomes necessary to dispose of the surplus property. The surplus property includes property the Port has determined is not needed and unlikely to be needed for Port operations.

Section 6 of the Port’s Local Public Contracting Rules requires the Chief Executive Officer to identify Port surplus property and recommend the means of its disposal to the Port Commission, as the designated Local Contract Review Board (LCRB). The policy sets forth specific criteria for the disposition of surplus personal property.

Much of the Port’s surplus property has little to no value to the Port or its operations. It is inefficient to continue to bring individual action items to the Commission for the disposal of such property. Therefore, Port staff is requesting the Commission, as the LCRB, name the Chief Executive Officer as its designee for determining and authorizing the methods of disposal of surplus property with little to no value to the Port for Fiscal Year 2019/20 in strict accordance with written policy.

All surplus property will be evaluated against policy before disposition. If any items are determined to not meet the specific criteria set forth in policy, Staff will present an action item for the Commission’s consideration upon that determination.

**RECOMMENDED MOTION:**

Name the Chief Executive Officer as the Local Contract Review Board’s designee for determining and authorizing the methods of disposal of surplus property with little to no value to the Port for Fiscal Year 2019/20 in accordance with the Port’s Local Public Contracting Rules.

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

**DATE:** June 10, 2019

**PROJECT TITLE:** Pacific Power Right of Way Agreement for Underground Utilities to Serve Southport Forest Products Mill on North Spit

**ACTION REQUESTED:** Commission Approval of Right of Way agreement for underground utilities to service Southport Forest Products mill on North Spit

**BACKGROUND:**

The Oregon International Port of Coos Bay executed an easement agreement with Southport Forest Products on May 27, 2011 to access their mill site. The Port owns a stretch of property that is approximately 100' wide and runs parallel to Trans Pacific Parkway as a railroad corridor. Jason Smith of Southport Forest Products approached Port staff to activate the easement agreement in order to build a road to improve access to the mill site and better manage the flow of traffic. He also requested a right of way agreement with Pacific Power so they can increase power to the site. Utilities will be buried at a depth of 5'6" to meet the required depth when the rail line is extended past the 2011 easement.

**RECOMMENDED MOTION:**

Conditional Approval to execute Right of Way agreement with Pacific Power to install underground power utilities to service the Southport Forest Products mill on the North Spit.

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

**DATE:** June 10, 2019

**PROJECT TITLE:** 2019Res14: Approval of 2019/20 Charleston Marina Rate Schedule

**ACTION REQUESTED:** Adoption of Resolution 2019Res14 revising the Charleston Marina Rate Schedule for Fiscal Year 2019/20

**BACKGROUND:**

As part of the annual budget process, the Marina Complex rates are reviewed each year and may be adjusted by the Consumer Price Index and/or by market analysis (each year staff surveys the rates and schedules of comparable facilities for comparisons). This year, Port Staff is requesting the following adjustments to the Charleston Marina Rate Schedule:

- All Shipyard Service (excluding the environmental service charge), Storage Unit and Dry Storage rates are increasing 1.5% (rounded up).
- Moorage for vessels under 15' will receive a 10% increase.
- Annual and semi-annual moorage for vessels over 15' will receive a 1.5% increase.
- Daily and monthly moorage for vessels over 15' will receive a 10% increase.
- There will be no changes to the Launch Ramp fees, Ice Dock rates, or RV Park rates (the RV Park rates are adjusted in January).

The proposed 2019/20 Charleston Marina Rate Schedule is attached as an exhibit to the following resolution.

The Rate Schedule may be modified by Resolution of the Port Commission. Upon approval by the Board, the proposed 2019/20 Charleston Marina Rate Schedule will become effective July 1, 2019.

**RECOMMENDED MOTION:**

Approve Resolution 2019Res14 revising the Charleston Marina Rate Schedule as presented, for Fiscal Year 2019/20.

**RESOLUTION 2019Res14**

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

**RESOLUTION AUTHORIZING THE  
2019/20 CHARLESTON MARINA RATE SCHEDULE**

**WHEREAS** Charleston Marina rates are reviewed each year during the budget development process, and

**WHEREAS** Charleston Marina rates may be adjusted by the Consumer Price Index and/or by market analysis, and

**WHEREAS** Charleston Marina rates are listed on the published Charleston Marina Rate Schedule, and

**WHEREAS** owners and/or operators of vessels using Port moorage facilities, owners of property contained within Port storage areas, and users of Port services, are responsible for the charges outlined in the Charleston Marina Rate Schedule, and

**WHEREAS** the Charleston Marina Rate Schedule may be modified by, and must be reviewed and approved by, the Port's Budget Committee and Board of Commissioners.

**THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Oregon International Port of Coos Bay that, as authorized by Ordinance No. 143, hereby adopts the Charleston Marina Rate Schedule effective July 1, 2019, identified as Exhibit A, attached hereto and incorporated herein by this reference.

**APPROVED AND ADOPTED** by the Board of Commissioners of the Oregon International Port of Coos Bay this 17<sup>th</sup> day of June 2019.

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David Kronsteiner, President

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Brianna Hanson, Treasurer

## Charleston Marina 2019/20 Rate Schedule – effective July 1, 2019

<b>Charleston Marina:</b>	63534 Kingfisher Rd, Charleston, Oregon 97420	(541) 888-2548
<b>Charleston Marina RV Park:</b>	63402 Kingfisher Rd, Charleston, Oregon 97420	(541) 888-9512
<b>Charleston Shipyard:</b>	63131 Troller Rd, Charleston, Oregon 97420	(541) 888-3703

### Marina Services

<p><b><u>Moorage - Boats 15' and Under</u></b></p> <table style="width: 100%;"> <tr><td style="padding-left: 20px;">Day</td><td style="text-align: right;">\$7.15</td></tr> <tr><td style="padding-left: 20px;">Week</td><td style="text-align: right;">\$38.50</td></tr> <tr><td style="padding-left: 20px;">Month</td><td style="text-align: right;">\$110.00</td></tr> </table> <p><b><u>Moorage - Vessels Greater Than 15'</u></b></p> <p>Moorage Rates for vessels greater than 15 feet are charged by foot length on average. Rates vary based on committed time of stay. Please see attached schedule of rates per foot per day. All rates include electric power and water.</p>	Day	\$7.15	Week	\$38.50	Month	\$110.00	<p><b>Launch Ramp</b>      \$5.00 Daily Fee \$65.00 Annual Permit</p> <p><b>Ice</b>      <b><u>Regular Business Hours</u></b> \$75.00 per ton \$50.00 minimum ice order \$60.00 no show fee</p> <p><b><u>After Hours &amp; Holidays</u></b> \$75.00/ton + \$12.50/ton surcharge \$50.00 minimum ice order \$50.00 minimum surcharge \$60.00 no show fee</p> <p><b>Public Buying</b> <b>Dock Hoist</b>      \$20.00 per hour</p>
Day	\$7.15						
Week	\$38.50						
Month	\$110.00						

### Shipyard Services

<p><b><u>Short Term Work Area – Utility Services</u></b></p> <p>Minimum \$50.00 per month</p> <table style="width: 100%;"> <tr><td style="padding-left: 20px;">1-30 Days</td><td style="text-align: right;">\$.15 per foot, per day</td></tr> <tr><td style="padding-left: 20px;">31-90 Days</td><td style="text-align: right;">\$.26 per foot, per day</td></tr> <tr><td style="padding-left: 20px;">91-180 Days</td><td style="text-align: right;">\$.38 per foot, per day</td></tr> <tr><td style="padding-left: 20px;">Over 180 Days</td><td style="text-align: right;">\$.51 per foot, per day</td></tr> </table> <p><b><u>Long Term Work Area – No Utility Services</u></b></p> <p>\$4.36 per foot per calendar month, \$132.00 minimum</p> <p><b>*A 9% Environmental Service Charge will be added to all Charleston Shipyard invoices.</b></p>	1-30 Days	\$.15 per foot, per day	31-90 Days	\$.26 per foot, per day	91-180 Days	\$.38 per foot, per day	Over 180 Days	\$.51 per foot, per day	<p><b>Concrete Work Dock</b>    \$.77 per foot, up to 4 hours \$1.28 per foot, per full day</p> <p><b>Floating Work Dock</b>    \$.41 per foot, up to 4 hours \$.66 per foot, per full day</p> <p><b>Boat Travel Lift</b>      \$569.00, two moves <b>(incl. 1 hr Boat Wash)</b> \$406.00, single move \$264.00 surcharge, after hour move \$66.00 each addtl' hr</p> <p><b>Forklift Service</b>      \$84.00 per hour</p> <p><b>Dustless Sanders</b>      \$13.00 per day, \$61.00 per week</p>
1-30 Days	\$.15 per foot, per day								
31-90 Days	\$.26 per foot, per day								
91-180 Days	\$.38 per foot, per day								
Over 180 Days	\$.51 per foot, per day								

### Storage Units and Dry Storage

<p><b><u>Storage Unit Rates</u></b></p> <table style="width: 100%;"> <tr><td style="padding-left: 20px;">5' x 10'</td><td style="text-align: right;">\$57.00 per month</td></tr> <tr><td style="padding-left: 20px;">10' x 15'</td><td style="text-align: right;">\$119.00 per month</td></tr> <tr><td style="padding-left: 20px;">10' x 20'</td><td style="text-align: right;">\$139.00 per month</td></tr> <tr><td style="padding-left: 20px;">10' x 25'</td><td style="text-align: right;">\$157.00 per month</td></tr> <tr><td style="padding-left: 20px;">10' x 30'</td><td style="text-align: right;">\$173.00 per month</td></tr> <tr><td style="padding-left: 20px;">10' x 35'</td><td style="text-align: right;">\$186.00 per month</td></tr> </table> <p><b>Dimensions:</b> Door - 9'2" x 10'    Inside - 10' x 11'/15'</p>	5' x 10'	\$57.00 per month	10' x 15'	\$119.00 per month	10' x 20'	\$139.00 per month	10' x 25'	\$157.00 per month	10' x 30'	\$173.00 per month	10' x 35'	\$186.00 per month	<p><b><u>Marina &amp; Shipyard Dry Storage Rates</u></b></p> <p><b>Boat Trailers</b>      \$24.00 per month</p> <p><b>Boat &amp; Trailer</b>      \$2.35 per foot per month, \$69.00 minimum</p> <p><b>Crab Pots &amp; Fishing Gear</b>    \$14.00 per item, or \$.19 per sq. ft. per month \$5.50 prepaid deposit for all ID tags</p>
5' x 10'	\$57.00 per month												
10' x 15'	\$119.00 per month												
10' x 20'	\$139.00 per month												
10' x 25'	\$157.00 per month												
10' x 30'	\$173.00 per month												
10' x 35'	\$186.00 per month												

### RV Park

<u>Service</u>	<u>Daily</u>	<u>Weekly</u>	<u>Monthly</u>	<u>Service</u>	<u>Daily</u>	<u>Weekly</u>	<u>Monthly</u>
<b>RV Hook Up</b>	\$37.00	\$209.00	\$546.00	<b>Yurts</b>	\$53.00	\$252.00	-
<b>A &amp; D Rows</b>	\$39.00	\$221.00	\$577.00	<b>RV Storage*</b>	\$3.75	\$101.00	-
<b>Row C</b>	\$41.00	\$234.00	\$608.00	<b>RV Dry Storage**</b>	-	-	\$50.00
				<b>RV Dump</b>	\$7.00	-	-
A 1.8% Lodging Tax and 2% Visitor Fee will be added to RV Park rates. Extra vehicles charged \$2.00 per day, per vehicle.				*RV Storage Units may be left plugged in when unoccupied. **RV Dry Storage Units must be unplugged with all slides in. Winter season only, subject to availability.			





## Charleston Marina 2019/20 Moorage Rate Schedule

### Vessel Length Overall 15' or Less

	Day	Week	Month
Rate per period	\$7.15	\$38.50	\$110.00

### Vessel Length Overall 16' or Greater

Vessel Length Overall (ft)	Day	Month	Semi-Annual	Annual
Base rate per foot per day	<b>\$0.550</b>	<b>\$0.281</b>	<b>\$0.188</b>	<b>\$0.167</b>
16	\$8.80	\$134.64	\$541.44	\$961.92
17	\$9.35	\$143.06	\$575.28	\$1022.04
18	\$9.90	\$151.47	\$609.12	\$1082.16
19	\$10.45	\$159.89	\$642.96	\$1142.28
20	\$11.00	\$168.30	\$676.80	\$1202.40
21	\$11.55	\$176.72	\$710.64	\$1262.52
22	\$12.10	\$185.13	\$744.48	\$1322.64
23	\$12.65	\$193.55	\$778.32	\$1382.76
24	\$13.20	\$201.96	\$812.16	\$1442.88
25	\$13.75	\$210.38	\$846.00	\$1503.00
26	\$14.30	\$218.79	\$879.84	\$1563.12
27	\$14.85	\$227.21	\$913.68	\$1623.24
28	\$15.40	\$235.62	\$947.52	\$1683.36
29	\$15.95	\$244.04	\$981.36	\$1743.48
30	\$16.50	\$252.45	\$1015.20	\$1803.60
31	\$17.05	\$260.87	\$1049.04	\$1863.72
32	\$17.60	\$269.28	\$1082.88	\$1923.84
33	\$18.15	\$277.70	\$1116.72	\$1983.96
34	\$18.70	\$286.11	\$1150.56	\$2044.08
35	\$19.25	\$294.53	\$1184.40	\$2104.20
36	\$19.80	\$302.94	\$1218.24	\$2164.32
37	\$20.35	\$311.36	\$1252.08	\$2224.44
38	\$20.90	\$319.77	\$1285.92	\$2284.56
39	\$21.45	\$328.19	\$1319.76	\$2344.68
40	\$22.00	\$336.60	\$1353.60	\$2404.80
41	\$22.55	\$345.02	\$1387.44	\$2464.92
42	\$23.10	\$353.43	\$1421.28	\$2525.04
43	\$23.65	\$361.85	\$1455.12	\$2585.16
44	\$24.20	\$370.26	\$1488.96	\$2645.28
45	\$24.75	\$378.68	\$1522.80	\$2705.40
46	\$25.30	\$387.09	\$1556.64	\$2765.52
47	\$25.85	\$395.51	\$1590.48	\$2825.64
48	\$26.40	\$403.92	\$1624.32	\$2885.76
49	\$26.95	\$412.34	\$1658.16	\$2945.88
50	\$27.50	\$420.75	\$1692.00	\$3006.00

<b>Vessel Length Overall (ft)</b>	<b>Day</b>	<b>Month</b>	<b>Semi-Annual</b>	<b>Annual</b>
<b>Base rate per foot per day</b>	<b>\$0.550</b>	<b>\$0.281</b>	<b>\$0.188</b>	<b>\$0.167</b>
51	\$28.05	\$429.17	\$1725.84	\$3066.12
52	\$28.60	\$437.58	\$1759.68	\$3126.24
53	\$29.15	\$446.00	\$1793.52	\$3186.36
54	\$29.70	\$454.41	\$1827.36	\$3246.48
55	\$30.25	\$462.83	\$1861.20	\$3306.60
56	\$30.80	\$471.24	\$1895.04	\$3366.72
57	\$31.35	\$479.66	\$1928.88	\$3426.84
58	\$31.90	\$488.07	\$1962.72	\$3486.96
59	\$32.45	\$496.49	\$1996.56	\$3547.08
60	\$33.00	\$504.90	\$2030.40	\$3607.20
61	\$33.55	\$513.32	\$2064.24	\$3667.32
62	\$34.10	\$521.73	\$2098.08	\$3727.44
63	\$34.65	\$530.15	\$2131.92	\$3787.56
64	\$35.20	\$538.56	\$2165.76	\$3847.68
65	\$35.75	\$546.98	\$2199.60	\$3907.80
66	\$36.30	\$555.39	\$2233.44	\$3967.92
67	\$36.85	\$563.81	\$2267.28	\$4028.04
68	\$37.40	\$572.22	\$2301.12	\$4088.16
69	\$37.95	\$580.64	\$2334.96	\$4148.28
70	\$38.50	\$589.05	\$2368.80	\$4208.40
71	\$39.05	\$597.47	\$2402.64	\$4268.52
72	\$39.60	\$605.88	\$2436.48	\$4328.64
73	\$40.15	\$614.30	\$2470.32	\$4388.76
74	\$40.70	\$622.71	\$2504.16	\$4448.88
75	\$41.25	\$631.13	\$2538.00	\$4509.00
76	\$41.80	\$639.54	\$2571.84	\$4569.12
77	\$42.35	\$647.96	\$2605.68	\$4629.24
78	\$42.90	\$656.37	\$2639.52	\$4689.36
79	\$43.45	\$664.79	\$2673.36	\$4749.48
80	\$44.00	\$673.20	\$2707.20	\$4809.60

For vessels greater than 80 feet, see the Harbormaster for terms and arrangements  
by calling (541)888-2548 or e-mailing info@charlestonmarina.com

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

**DATE:** June 10, 2019

**PROJECT TITLE:** David Miller & Associates Task Order 14

**ACTION REQUESTED:** Authorization for Commission President David Kronsteiner to execute Task Order DMA 14 for professional services related to the Coos Bay Channel Modification Project

**BACKGROUND:**

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

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

Task Order DMA 14 in the amount of \$780,000.00 describes the tasks to be undertaken during Q3 2019, along with projected costs including work on the project's Environmental Impact Statement. Many of the task categories will continue through the end of the year. Staff is only requesting authorization for the projected Q3 2019 budget at this time, in order to effectively monitor project spending pursuant to the updated Budget Management Plan for the project.

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

**RECOMMENDED MOTION:**

Authorize Commission President David Kronsteiner to execute Task Order DMA 14 for professional services related to the Coos Bay Channel Modification Project in an amount not to exceed \$780,000.00 for work to be performed on the project during the third quarter of 2019.

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

## Task Order DMA #14, 3<sup>rd</sup> Quarter 2019

### Scope of Services

#### Introduction

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

This Scope of Services (SOS) describes the new and remaining tasks to be accomplished by the Consultant during the 3<sup>rd</sup> Quarter (July-Sep) of Fiscal Year 2019. Major Tasks include the following:

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

#### SOS Tasks

##### **1. Geophysical Survey**

No activity during the 3<sup>rd</sup> Quarter of FY 2019.

##### **2. Geotechnical Investigations & Sediment Characterization**

During the 3<sup>rd</sup> Quarter, the consultant team will conduct the following tasks:

- Address any comments on Geotechnical Data Report

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

### **3. Engineering Activities**

Engineering activities to be performed during the 3<sup>rd</sup> Quarter of FY 2019 as part of this SOS consist of the following:

- Respond to comments and revise the Engineering Appendix to the Preliminary Draft 204/408 Report

### **4. Economics Studies and Reports**

No activity during the 3<sup>rd</sup> Quarter of FY 2019.

### **5. Environmental Statutory and Regulatory Compliance**

Environmental studies during the 3<sup>rd</sup> Quarter of FY 2019 will consist of:

- Continue development of the Section 404/10 permit application, in coordination with the EIS 3<sup>rd</sup> Party Contractor (3PC).
- Land use approval permitting will continue into 2019.
- Provide assistance in revising environmental portions of the preliminary draft Section 204(f)/408 Report.

### **6. Section 204(f)/408 Report**

During the 3<sup>rd</sup> Quarter of FY 2019, the preliminary draft of the Section 204(f) /408 Report will be revised based on Corps of Engineers review.

### **7. Real Estate Analysis**

Real estate studies during the 3<sup>rd</sup> Quarter of FY 2019 will consist of:

- Revisions to the final Real Estate Appendix

### **8. USACE Coordination**

Coordination with the Portland District, Northwestern Division, and HQUSACE will continue during the 3<sup>rd</sup> Quarter of FY 2019. This will include at least bi-weekly meetings with the Portland District, In Progress Review meetings with the Vertical Team, and preparation of Memoranda and Letters raising issues for resolution and documenting agreements reached.

### **9. Governmental Relations**

Washington level review activities will be re-initiated during the 3<sup>rd</sup> Quarter of FY 2019.

### **10. Project Delivery Team (PDT) Coordination.**

The team will continue to hold twice weekly PDT meetings, documenting the results of the meetings and activities accomplished during the 3<sup>rd</sup> Quarter of FY 2019. The PDT will support the Port in stakeholder coordination meetings with its local partners, customers, pilots, etc. Contractual coordination, budgeting and billing support will be provided.

### **11. Project Management**

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

### **12. Legal Costs**

No activity during the 3<sup>rd</sup> Quarter of FY 2019.

## Budget

The total SOS budget for 3<sup>rd</sup> Quarter of FY 2019 consultant activities is \$780,000, including EIS costs and Corps of Engineers funds transfers. The following table shows a breakdown of the 3<sup>rd</sup> Quarter of FY 2019 budget estimate.

### 3<sup>rd</sup> Quarter of FY 2019 Budget

Task	Task Description	Cost
1	Geophysical Survey	\$ -
2	Geotechnical Investigation	\$ 36,278
3	Engineering	\$ -
4	Economics Studies & Reports	\$ -
5	Environmental Statutory & Regulatory Compliance	\$ 112,039
6	Section 204/408 Report	\$ 96,395
7	Real Estate Analysis	\$ 4,000
8	USACE (CW) Coordination	\$ 67,717
9	Governmental Relations	\$ 2,500
10	Project Delivery Team Coordination	\$ 92,026
11	Project Management (DMA Only)	\$ 69,045
12	Legal Costs	\$ -
	<b>Total DMA Team 3<sup>rd</sup> Quarter Budget</b>	<b>\$ 480,000</b>

In conjunction with DMA team activities during the 3<sup>rd</sup> Quarter of FY 2019 described above, it is estimated that EIS contract activities in the 3<sup>rd</sup> Quarter will be \$100,000. Funds transfers to USACE are estimated at \$200,000. Total costs for all 3<sup>rd</sup> Quarter of FY 2019 activities related to the Section 204 project are estimated to equal \$780,000.

**Other**

# **Informational Items**



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

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

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

Month	2015		2016		2017		2018		2019	
	Railcar Loads	Equivalent Truck Loads	Railcar Loads	Equivalent Truck Loads	Railcar Loads	Equivalent Truck Loads	Railcar Loads	Equivalent Truck Loads	Railcar Loads	Equivalent Truck Loads
Jan	633	2,088.9	594	1,960.2	528	1,742.4	580	1,914.0	611	2,016.30
Feb	609	2,009.7	691	2,280.3	520	1,716.0	618	2,039.4	465	1,534.50
March	685	2,260.5	678	2,237.4	536	1,768.8	627	2,069.1	548	1,808.40
April	636	2,098.8	618	2,039.4	582	1,920.6	574	1,894.2	521	1,719.30
May	446	1,471.8	646	2,131.8	727	2,399.1	623	2,055.9	439	1,448.70
June	644	2,225.2	653	2,154.9	721	2,379.3	594	1,960.2		-
July	693	2,286.9	529	1,745.7	593	1,956.9	602	1,986.6		-
Aug	573	1,890.9	645	2,128.5	601	1,983.3	602	1,986.6		-
Sept	555	1,831.5	607	2,003.1	615	2,029.5	472	1,557.6		-
Oct	662	2,184.6	682	2,250.6	616	2,032.8	469	1,547.7		-
Nov	530	1,749.0	514	1,696.2	565	1,864.5	268	884.4		-
Dec	675	2,227.5	594	1,960.2	569	1,877.7	399	1,316.7		-
<b>Annual</b>	<b>7,341</b>	<b>24,225.30</b>	<b>7,435</b>	<b>24,535.50</b>	<b>7,173</b>	<b>23,670.90</b>	<b>6,428</b>	<b>21,212.40</b>	<b>2,584.00</b>	<b>8,527.20</b>

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

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

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

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

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

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

2011-2013:	7,519	revenue car loads =	751,900	short tons
2014:	7,509	revenue car loads =	750,900	short tons
2015:	7,341	revenue car loads =	734,100	short tons
2016:	7,435	revenue car loads =	743,500	short tons
2017:	7,173	revenue car loads =	717,300	short tons
2018:	6,428	revenue car loads =	642,800	short tons
2019:	2,584	revenue car loads =	258,400	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 51 days of injury-free as of June 6, 2019!**