

Oregon International Port of Coos Bay FY 2023/2024 Adopted Annual Budget

John Burns
Chief Executive Officer

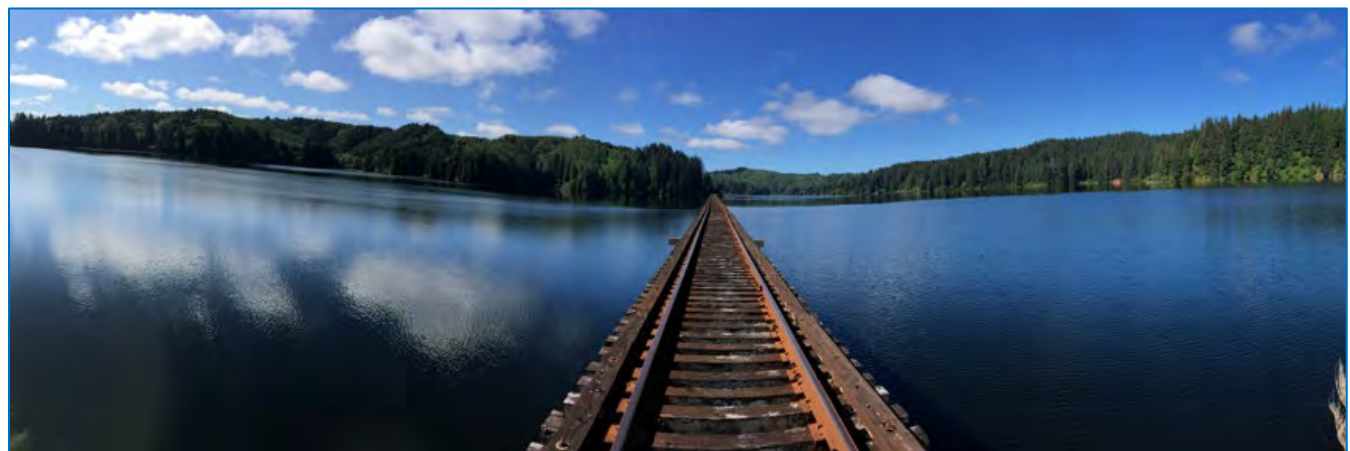


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INTRODUCTION

The purpose of the Oregon International Port of Coos Bay's (Port) budget message is to explain the budget document. It is intended to provide the Budget Committee with information to assist in understanding the Port's Budget which is reflective of the Port's Operating Plan, and the Port's long-term financial goals.

The Port's proposed budget for FY 2023/2024 illustrates a focus on promoting and practicing safety, cultivating and retaining a skilled workforce, and prolonging infrastructure longevity through maintenance and repairs. These strategic investments fulfill the Port's Strategic Goal Initiatives and Strategic Planning Guiding Principles as outlined below:

Strategic Goals Initiatives:

- | | |
|--|--|
| (1) Healthy and Vibrant Railroad | (4) Thriving Commercial and Recreational Fishing Community |
| (2) State of the Art Maritime Infrastructure | (5) Prepared Workforce Ready to Meet Tomorrows' Work |
| (3) Deeper and Wider Channel | (6) Strong Ties into the Community |

Strategic Planning Guiding Principles as outlined in the Port's Strategic Business Plan:

- (1) Invest in marine and rail infrastructure to strengthen the regional multimodal transportation system.
- (2) Develop appropriate industrial and marine industrial properties around Coos Bay harbor to diversify marine and rail commodity movements.
- (3) Expand commercial fishing and recreational tourism facilities in the village of Charleston.
- (4) Collaborate with the private and public sectors to maximize functionality of the Port's core business lines.
- (5) Promote responsible environmental stewardship by integrating environmental considerations into all strategic planning and business decision-making.

The Port's three main business lines, the Charleston Marina Complex, the Coos Bay Rail Line, and Maritime, each play an integral role in the regional and state economy to support job creation, transportation, infrastructure, and future growth opportunities. The two priority economic development projects include securing tenants for the recently acquired Terminal One property, and development of the Pacific Coast Intermodal Port (PCIP) on Port owned property of Coos Bay's North Spit.

The Port will optimize its assets and resources to maintain its capacity and maximize revenue streams. The upcoming fiscal year presents an opportunity for the Port to implement creative strategies to attract revenue generating and cost-cutting solutions to move forward its mission of sustainable economic development for Southern Oregon and the State.

BUDGET OVERVIEW

The Port's General Fund tracks revenues and expenses related to operational and support activities. **The aggregated projected revenues and expenses across and within all Departments must balance.** The General Fund, Special Projects Fund, Reserve Fund and Dredge Fund are discussed in further detail below.

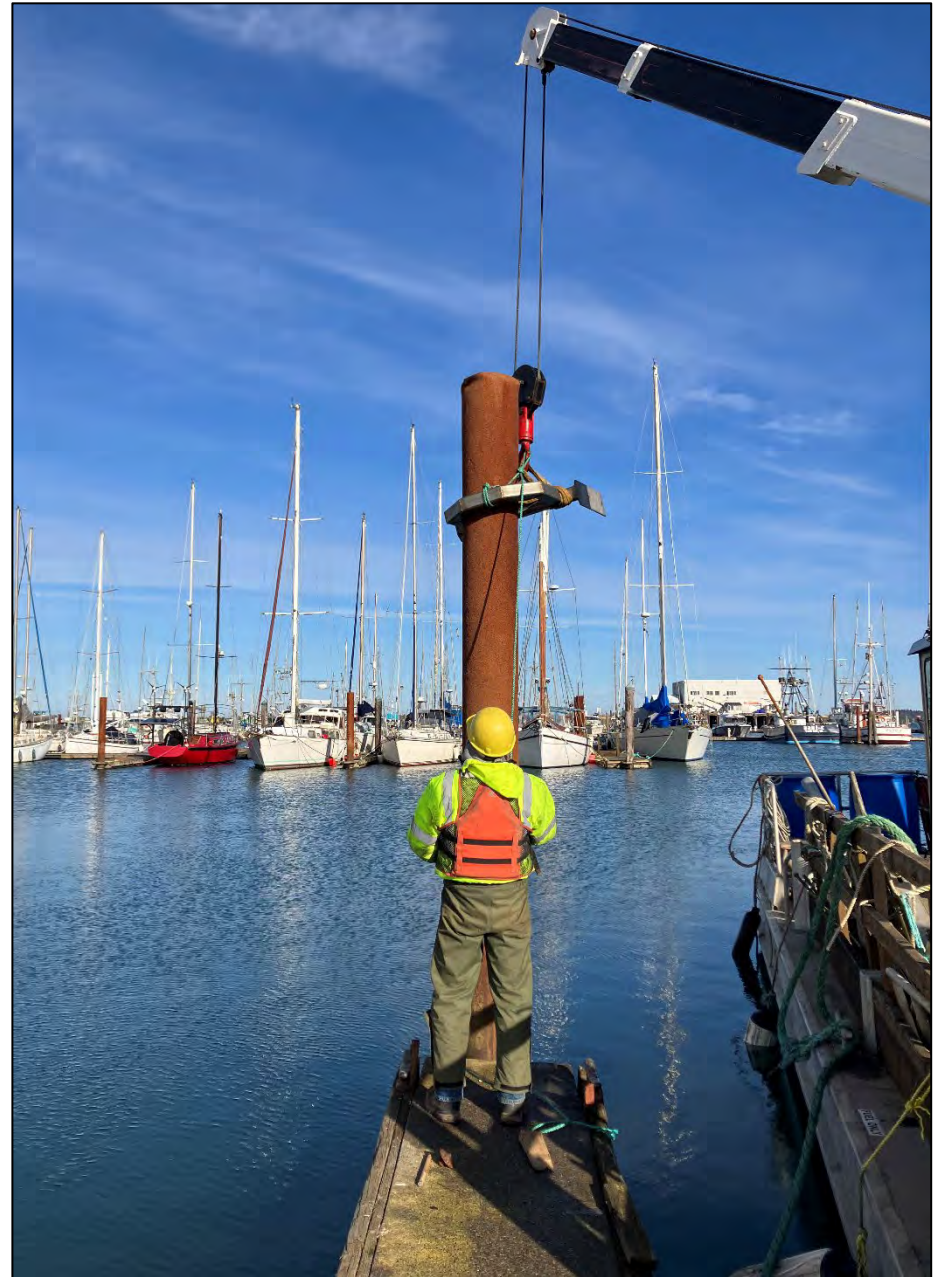
GENERAL FUND

The proposed budget for FY 2023/2024 anticipates total income of \$9.3 million and gross expenses of \$9.3 million, resulting in a projected net zero balance at year end.

Of the Port's General Fund, operating revenue (fee for services) represents approximately 66.7% and property taxes 22%, while various other taxes, grants, interest, reimbursements and fund transfers make up the remaining 11.3% (other).

The Port has continued to evaluate personnel needs with a focus on improving its capability for delivering services and managing capital projects across the Port's business lines. The staffing of each department is discussed in further detail below.

Departments within the General Fund include Administration, Charleston Operations, Business Development/External Affairs, Port Operations, and Railroad Operations.



ADMINISTRATION

The mission of the Administration Department is to provide quality support to all departments and employees via administrative services (Finance & Accounting, Human Resources, Information Technology, Procurement, Records Management, Office Management, general Business Administration, and Charleston Marina Office and RV Park Office Administration), and managerial services to the Hub Building.

Strategic Emphasis and Goals

The Administration Department Strategic Emphasis for FY 2023/24 is to foster dynamic staff through training, development, and process and policy enhancement with a strong emphasis on safety and risk mitigation.

A few of the Administration Department goals for FY 2023/24 include:

1. **Promote a Workplace Culture of Safety:** Ensure all employees are up to date on required safety trainings and certifications, and review and update, as necessary, all safety policies.
2. **Develop Employee Success Plan:** Create and implement an employee development program and an employee succession plan. Developing high quality and skilled staff is critical to the long-term success of the Port.
3. **Promote Online Customer Transactions:** Continue to improve the functionality of the online customer portal, with the intent of streamlining this service so it is more user-friendly for customers. Greater utilization of this tool will increase staff efficiency and aid in tracking trends.
4. **Promote Technology Internally:** Utilize existing technology to increase efficiency, consistency, security and communications in operations.
5. **Centralize Purchasing:** Develop a centralized procurement and inventory control process and procedure to ensure standardization across departments and to optimize assets and revenue streams.

Administration Budget

The Port's Administration cost center contains income associated with property taxes (\$1.9 million), principal repayment (\$71,000), leases within the Hub Building (\$195,000), interest earnings (\$88,000), and Coos County Urban Renewal Agency administrative support (\$15,000).

No new positions are being proposed in the Administration Department during FY 2023/24. Personnel budgeted in the Administration Department include:

Administration

- Chief Executive Officer
- Chief Administrative Officer
- Human Resources Generalist
- Administrative Assistant

Finance & Accounting

- Director of Finance and Accounting
- Accounting Supervisor
- Finance Clerk
- Procurement Specialist

Charleston Administrative Support

- Charleston Marina Office Administrator
- Charleston Marina Office Assistant
- Charleston Marina RV Park Coordinator

The primary expenses for the Administration Department include salary and benefits for 11.0 FTEs, as well as the overhead costs associated with the administrative operations of the Port, operations of the Administrative Office, ownership of the HUB Building, staff training and development, IT supplies, IT/software subscriptions, and legal services.

CHARLESTON OPERATIONS

The Charleston Marina Complex provides infrastructure that benefits both commercial and recreational interests, including approximately 400 moorage slips, a six-lane boat ramp, a 100-site RV Park, leased commercial properties, and a Port owned and privately operated Shipyard.

The mission of the Charleston Operations Department is to develop and maintain an environment that focuses on promoting economic development by serving the Charleston commercial fishing industry, recreational marine users, and the general public. Staff is committed to maintaining and enhancing infrastructure in the Charleston Marina Complex and offering a balance of services and amenities with exceptional customer service.

Strategic Emphasis and Goals

The Charleston Operations Strategic Emphasis for FY 2023/24 is to focus on continued execution of the Charleston Maintenance Plan, staff training, acquisition of necessary equipment to improve safety and efficiency, and providing continuing education opportunities related to safety and career development that will be beneficial to both employees and the Port.



Goals and capital projects of Charleston Operations for FY 2023/24 include:

1. **Execution of the Charleston Maintenance Plan:** Through a comprehensive understanding of the current state of repair of the various assets in the Charleston Marina Complex, identify all short and long term maintenance and repair needs, develop a budget that appropriately addresses the greatest needs identified, and prioritize staff time to address the maintenance and repair needs.
2. **New Construction and Infrastructure Improvements:** Address the Charleston Maintenance issues, including dock and finger repairs, piling replacement, dock utility upgrades, replacing power pedestals in both the RV Park and Marina, inner and outer basin restroom rehabilitation, and upgrades to the maintenance shop and Post Office building.
3. **Acquisition and Upgrade/Improve Equipment:** Acquire appropriate equipment to internalize more work rather than using outside contractors, thus reducing expenses in the long term.
4. **Safety and Skills Training:** In partnership with the Administrative and Human Resources team, further develop the Skills Matrix and career development plan for Maintenance staff. Skill training will be focused in (not limited to) the following areas to increase safety and employee competence: CDL licensure, welding, crane and rigging operation, fall protection, stormwater system, and CPR.
5. **Dredge Operations and Maintenance Program:** Explore opportunities to fund full time or split time dredge focused personnel, which will enable greater focus on dredge maintenance in the off season and planning for future dredging projects.
6. **Insurance Compliance and Seaworthiness of Vessels:** Continue efforts requiring all moorage customers to obtain insurance on their vessels and develop a Vessel Seaworthiness Program that routinely inspects vessels for compliance.

Charleston Operations Budget

Total staff included within the Charleston Marina budget include 9.0 FTEs, comprised of the Marina Manager and Maintenance Staff. Charleston Office staff (3.0 FTEs) are included in the Administration budget and Charleston Security staff (5.0 FTEs) are included in the Port Operations budget.

Revenues are received from operations of the Charleston Marina Complex (\$2.5 million) and grants (\$20,000). The primary expenses for Charleston Operations include salary and benefits for 9.0 FTEs; the costs associated with administration, operations and maintenance of the complex; the USACE Section 107 Dredge Feasibility Study; capital improvement projects; and the purchase of machinery and equipment.

The budget assumes a 10% rate increase for all Marina and Shipyard services, effective July 1, 2023, and RV Park rates effective January 1, 2024.

EXTERNAL AFFAIRS & BUSINESS DEVELOPMENT

The mission of the External Affairs and Business Development (EABD) Department is to support all departments in optimizing revenues, and to clearly communicate with staff and stakeholder groups through a variety of channels promoting the mission, vision, and operations of the Port. Additionally, EABD staff strives to effectively manage relationships with local, State and Federal elected officials and key stakeholders to promote the ongoing growth of the Port.

Strategic Emphasis and Goals

The EABD Department Strategic Emphasis for FY 2023/24 is to optimize revenues through enhancing existing customer relationships and facilitating new business development. Staff will continue to actively market Port assets and work with inquiries that have an interest in leasing ground space at Terminal One and other Port owned properties, as well as provide communications and legislative support for the PCIP project.

EABD Department goals for FY 2023/24 include:

1. **Legislative Actions:** Continue to work closely with lobbyists to ensure Port priority projects stay at the forefront for key legislators and decision makers. Top priorities this session will be to promote significant projects such as enhancements to the Charleston Marina Shipyard (including to the work docks, travel lift slip, and pilings), the channel modification project, development of a container terminal on the North Spit, and infrastructure development at Terminal One.
2. **Import/Export Commodity Analysis:** Gain a greater understanding of specific commodities that would be appropriate to move through the Port based on origin, destination, and compatibility with the local community, then actively market to key players in those commodity segments.
3. **Terminal One Development:** Build a strategic development plan for Terminal One which may include optimal site layout, ingress and egress analysis, and volume capacity while incorporating import and export analysis data points.
4. **Customer Relationships and Development:** Schedule semi-annual meetings with existing rail shippers to discuss communications, customer service, and anticipated future growth opportunities, then work directly with these customers to facilitate successful growth. Initiate meetings with potential rail and maritime customers that could benefit from Port facilities, and work with outside inquiries. At the Charleston Marina, retain quality existing customers and promote the success of future lease relationships by analyzing the highest and best use of Port facilities and continued development of the tenant recruitment and selection process.

5. **Lease Management:** Increase overall lease revenue by identifying and executing lease agreements in all vacant Port owned facilities and at all railroad crossings, and renegotiating expiring leases with market rental rates and provisions to protect the Port's interests and liabilities. Identify and evaluate properties that could be repurposed to generate additional revenue or meet an existing community or regional need.
6. **Communications:** Implement the comprehensive, organization-wide communications plan, focused on both internal and external communications, which is currently being developed by a consultant.

External Affairs & Business Development Budget

The EABD Department budgeted revenues of \$120,000 deriving mostly from reimbursement of legislative support provided on the PCIP project. Primary expenses include memberships & dues for all departments and legislative support. Budgeted personnel salary and benefits are for 2.0 FTEs, who supports all departments within the organization.



PORT OPERATIONS

The mission of the Port Operations Department is to prepare for the future, while supporting today's operations. The Port Operations Department provides expertise in project management and grant administration for all departments, ensuring stability and focused oversight of major and minor projects.

Strategic Emphasis and Goals

The Port Operations Department Strategic Emphasis for FY 2023/24 is to concentrate on promoting safety and security of Port staff and assets. In addition, Port Operations will continue to focus on supporting new and existing operational priorities, including the channel modification project, Charleston Marina and Shipyard infrastructure improvements, rail infrastructure improvements, Port asset and project management, future shipping opportunities, and development at Terminal One.

1. **Safety and Security of Port Assets and Staff:** Implement safety trainings and develop departmental standard operating procedures and qualification standards. Enhance the role of the Safety Committee and continue the removal and mitigation of any safety hazards or unsafe workplace practices identified by the Committee.
2. **Terminal One (T1):** Evaluate highest and best uses of property and assets, while maintaining existing infrastructure.
3. **Manage the Coos Bay 204(f) Channel Modification Project:** Manage the Project Development Team (PDT), budget and schedule.
4. **Support Permitting for Port Projects:** Obtain and manage the unified permit for various private terminals throughout Coos Bay harbor. Provide guidance and assistance to other Port operations in relation to permitting and environmental regulations.
5. **Project Management:** Provide project management support for Port capital infrastructure projects and equipment: Tie and Resurfacing Project (PIDP), Bridge Rehabilitation Project (BUILD), and Pacific Coast Intermodal Port (PCIP).
6. **Manage Port Assets:** Conduct inspections of Port properties and infrastructure and identify work tasks and projects.
7. **Port Property Development:** Engage with potential customers and evaluate proposals and plans for future development within the bay.

Port Operations Budget

Revenues for the Port Operations Department are projected to be \$475,000 which are derived from building leases and property agreements. The Department's primary expenses include salary and benefits for 9.0 FTEs (the Chief Port Operations Officer, Director of Asset Management, Project Coordinator, Facilities Superintendent, and five Security Officers in the Charleston Marina); operational expenses of Terminal One; repairs and maintenance of Port properties and upper bay docks; and safety supplies.

RAILROAD OPERATIONS

****Operation of the Coos Bay Rail Line (CBRL) is budgeted within Coos Bay Rail Line, Inc.'s annual budget. This CBRL Fund and budget is separately reviewed and approved by the CBRL Budget Committee and adopted by the CBRL Board of Directors.****

The Railroad Department budget within the Port's General Fund allocates expenditures related to upgrading and rehabilitating the rail line infrastructure and maintaining Port owned Rail assets.

Strategic Emphasis and Projects

The Railroad Department Strategic Emphasis for FY 2023/24 is to support the Port's economic development mission by providing local and regional businesses with safe, direct, efficient, and cost-effective rail access to the national rail network and global markets. Sustaining the economic growth and development of rural Lane, Douglas and Coos Counties is made possible because of the consistently improved and maintained infrastructure of the rail line.

Infrastructure projects budgeted in the Railroad Department for FY 2023/24 include:

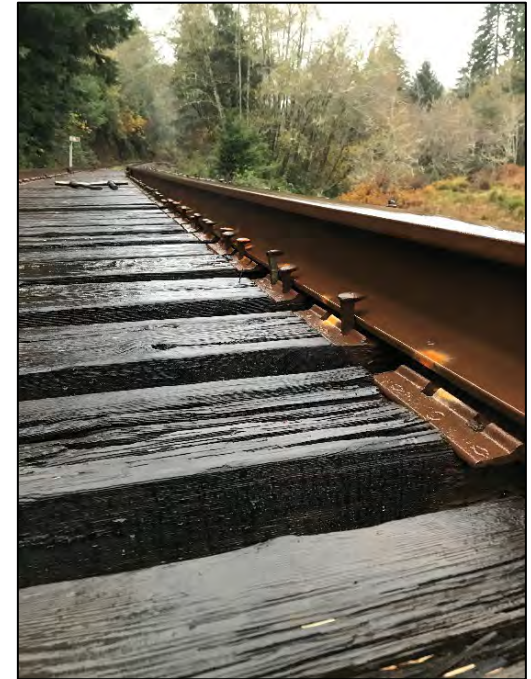
1. Detailed inspection of the North Bend Swing Span Bridge
2. Emergency repairs to bridges and tracks
3. Reedsport Bridge enhancements to walkways, ladders, stairs and navigation lights
4. Construction of a rail spur in Reedsport

Additional grant funded infrastructure projects are budgeted within the Special Project Fund.

Railroad Operations Budget

Projected revenues for the railroad include \$329,000 from railroad real estate agreements, \$727,000 in estimated income from the Capital Projects Surcharge Fee, \$782,000 combined revenue from Federal 45G and State of Oregon tax credits, and \$757,000 for the Port management fee. \$1.03 million of projected revenues that exceed expenditures in the CBRL Fund are transferred to the Port's General Fund. During the upcoming fiscal year, CBRL is projected to transport approximately 12,322 revenue rail cars on the line, for which it will retain approximately 80% of the revenue for its operating costs.

Expenses are associated with the infrastructure projects listed above, the purchase of two new vehicles, and the purchase of a hyrail dump truck. There are no personnel budgeted in the Port's railroad department.



SPECIAL PROJECTS FUND

The Special Projects Fund budgets capital projects and other major projects that are predominately funded outside of the Port’s General Fund revenues. For FY 2023/24, the Port anticipates \$35 million of major capital projects, the majority of which are funded by external sources (BUILD, PIDP, Oregon Department of Transportation, and Business Oregon) and a smaller portion (\$120,000) funded from the Reserve Fund. The Special Projects Fund does not carry any fund balances.

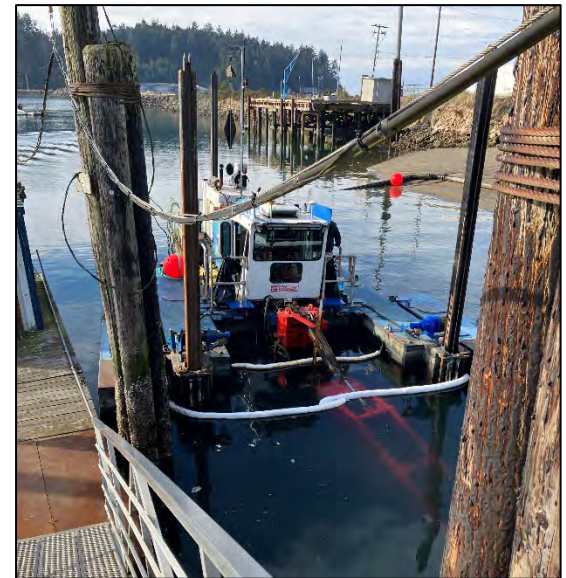
Capital Projects Budgeted in the Special Projects Fund		
Project	Allocated	Additional Funding Sources
Channel Modification Project	\$5,350,000	State of Oregon
Railroad Bridge Rehabilitation Project	\$19,750,000	BUILD, State of Oregon & IFA Loan
Railroad Tie & Surfacing Project	\$10,000,000	PIDP & Port Funds
	\$35,100,000	

RESERVE FUND

The projected beginning fund balance for the Reserve Fund is \$2.1 million, which is internally allocated between five categories: Railroad Reserve, Asset Replacement Reserve, Dredge Reserve, Real Property Reserve and General Reserve. \$120,000 will be transferred from the Reserve Fund to the Special Projects Fund.

DREDGE FUND

Funds received from the Oregon State Fuel Tax are utilized solely to support the operation, repair and maintenance, and future capital needs of the dredge. The Port has no dredge customers for the FY 2023/2024 in-water-work window.



RESOURCES

General Fund

(Fund)

Oregon International Port of Coos Bay

(Name of Municipal Corporation)

Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 23/24					
Actual		Adopted Budget This Year 22/23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 20/21	First Preceding Year 21/22								
1	-	-	300,000	1	Net working capital (accrual basis)	-	-	-	1
2	79,713	102,609	80,000	2	Previously levied taxes estimated to be received	50,000	50,000	50,000	2
3	1,813,636	1,898,927	1,916,136	3	Property Taxes - Current Year	1,993,050	1,993,050	1,993,050	3
4	45,174	36,930	31,807	4	Interest	87,718	87,718	87,718	4
5	-	-	-	5	Transferred IN, from other funds	-	-	-	5
6				6	OTHER RESOURCES				6
7				7	Administration				7
8	12,000	12,000	12,000	8	CCURA Administration Fee	15,000	15,000	15,000	8
9	8,218	107,069	-	9	Other Income	13,000	13,000	13,000	9
10	48,783	-	-	10	Misc Grants	-	-	-	10
11	4,382	124,556	200,539	11	Building Leases	195,285	195,285	195,285	11
12	-	-	-	12	Property Agreements	-	-	-	12
13	64,685	66,653	68,680	13	Note Repayment	70,769	70,769	70,769	13
14	-	74,915	-	14	Loans Received	-	-	-	14
15	71,659	152,805	-	15	Insurance Reimbursement	-	-	-	15
16				16	Charleston				16
17	254,438	294,297	342,023	17	Building Leases	326,416	326,416	326,416	17
18	-	-	-	18	Property Agreements	-	-	-	18
19	25,490	30,078	35,000	19	Environmental Surcharge	40,400	40,400	40,400	19
20	820	360	750	20	Utility Revenue	360	360	360	20
21	49,364	49,039	54,700	21	Other	361,700	361,700	361,700	21
22	175	136	-	22	Lodging Tax	-	-	-	22
23	66,916	223,870	300,000	23	Ice Sales	270,000	270,000	270,000	23
24	7,813	12,753	13,200	24	Propane Sales	13,200	13,200	13,200	24
25	5,175	-	5,000	25	MAP grant	5,000	5,000	5,000	25
26	2,500	-	75,000	26	Other Grants	15,000	15,000	15,000	26
27	531,008	535,376	569,542	27	Annual Moorage	540,000	540,000	540,000	27
28	190,385	198,247	205,000	28	Monthly Moorage	200,000	200,000	200,000	28
29	89,618	90,122	97,520	29	Transient Moorage	110,300	110,300	110,300	29
30	39,599	43,356	45,000	30	Launch Ramp	43,000	43,000	43,000	30
31	180,155	189,035	193,248	31	Storage Unit	204,000	204,000	204,000	31
32	34,955	36,934	42,400	32	Storage Yard	61,747	61,747	61,747	32
33	108,873	103,101	122,828	33	Storage Long Term (SY)	110,000	110,000	110,000	33
34	45,586	44,594	40,942	34	Storage Short Term (SY)	40,942	40,942	40,942	34
35	51,575	75,039	75,000	35	Work Dock	42,000	42,000	42,000	35
36	1,012	735	1,000	36	Boat Wash	1,000	1,000	1,000	36
37	367,600	476,321	425,000	37	Space Rents	468,000	468,000	468,000	37
38	-	-	-	38	Cable TV & Internet	-	-	-	38
39	57,597	49,538	60,000	39	Boat Lifts	48,500	48,500	48,500	39
40	8,668	731,210	-	40	Insurance Claim	-	-	-	40
41	-	1,664,168	-	41	Loans Received	-	-	-	41
42	(29,016)	(25,682)	(30,000)	42	Bad Debt Expense	(323,000)	(323,000)	(323,000)	42

RESOURCES

General Fund

(Fund)

Oregon International Port of Coos Bay

(Name of Municipal Corporation)

Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 23/24					
Actual		Adopted Budget This Year 22/23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 20/21	First Preceding Year 21/22								
43			43	External Affairs				43	
44	108	90,085	90,300	44	Miscellaneous Income	120,350	120,350	120,350	44
45	56	78	-	45	Merchandise	-	-	-	45
46	-	-	-	46	Grant	-	-	-	46
47				47	Port Operations				47
48	114,452	153,293	208,203	48	Building Leases	153,309	153,309	153,309	48
49	81,953	91,272	101,273	49	Property Agreements	321,730	321,730	321,730	49
50	-	-	-	50	Project Management Fees	-	-	-	50
51	-	4,003,000	5,000	51	Other Grants	5,000	5,000	5,000	51
52	-	226	-	52	Insurance Claim	-	-	-	52
53	-	246,401	18,000	53	Other	6,570	6,570	6,570	53
54				54	Port Development				54
55	-	-	-	55	Leases & Agreements	-	-	-	55
56	-	-	-	56	Coos County Urban Renewal Agency	-	-	-	56
57	-	-	-	57	Other	-	-	-	57
58	-	-	-	58	Grants	-	-	-	58
59				59	Railroad Operations				59
60	300,845	372,823	903,710	60	Operations Revenue (Current Year - Net)	757,587	757,587	757,587	60
61	317,100	439,582	781,865	61	Tax Credits	781,865	781,865	781,865	61
62	(1,596)	-	2,446,302	62	Miscellaneous	1,029,567	1,029,567	1,029,567	62
63	287,683	304,474	300,000	63	Property Agreements	328,512	328,512	328,512	63
64	358,967	431,935	591,308	64	Rail Surcharge	726,875	726,875	726,875	64
65	-	-	-	65	Grants	-	-	-	65
66	-	5,931,391	-	66	Loans Received	80,000	80,000	80,000	66
67	-	-	-	67	Green Hill Fees (Matches to Debt)	-	-	-	67
68	1,328	34,427	-	68	Insurance Claim	-	-	-	68
69	383,000	-	-	69	Bad Debt Expense	-	-	-	69
70				70	Dredge Operations				70
71	42,388	-	-	71	Mobilization/Demobilization	-	-	-	71
72	28,206	-	-	72	Dredge Services	-	-	-	72
73	-	-	-	73	Grants	-	-	-	73
74	131,798	-	-	74	Other	-	-	-	74
75	25,668	-	-	75	Insurance Reimbursement	-	-	-	75
76	(23,748)	-	-	76	Bad Debt Expense	-	-	-	76
77	4,393,415	17,496,543	8,732,138	77	Total resources, except taxes to be levied	7,271,702	7,271,702	7,271,702	77
78			1,996,136	78	Taxes estimated to be received	2,043,050	2,043,050	2,043,050	78
79	1,893,349	2,001,536		79	Taxes collected in year levied				79
80	6,286,764	19,498,079	10,728,274	80	TOTAL RESOURCES	9,314,753	9,314,753	9,314,753	80

150-504-020 (rev 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

General Fund

(name of fund)

	Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 23/24			
	Actual		Adopted Budget This Year 22/23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 20/21	First Preceding Year 21/22						
1				1 DEBT SERVICE				1
2	477,998	12,157,275	802,726	2 Principal	837,986	837,986	837,986	2
3	446,714	635,384	486,382	3 Interest	433,700	433,700	433,700	3
4	924,711	12,792,659	1,289,108	4 TOTAL DEBT SERVICE	1,271,686	1,271,686	1,271,686	4
5				5 SPECIAL PAYMENTS				5
6	-	-	-	6 Special Payments	-	-	-	6
7	-	-	-	7 TOTAL SPECIAL PAYMENTS	-	-	-	7
8				8 INTERFUND TRANSFERS				8
9	-	-	1,000,000	9 Transfer To Other Funds	-	-	-	9
10	-	-	1,000,000	10 TOTAL INTERFUND TRANSFERS	-	-	-	10
11			668,314	11 OPERATING CONTINGENCY	159,725	159,725	159,725	11
12			-	12 RESERVED FOR FUTURE EXPENDITURE	-	-	-	12
13			-	13 UNAPPROPRIATED ENDING FUND BALANCE	-	-	-	13
14	924,711	12,792,659	2,957,422	14 Total Requirements NOT ALLOCATED	1,431,411	1,431,411	1,431,411	14
15	4,747,783	5,907,001	7,843,852	15 Total Requirements for ALL Org.Units/Progams within fund	7,883,342	7,883,342	7,883,342	15
16	-	-		16 Ending balance (prior years)				16
17	5,672,494	18,699,661	10,801,276	17 TOTAL REQUIREMENTS	9,314,753	9,314,753	9,314,753	17

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

#	Historical Data			#	REQUIREMENTS FOR: <u>ADMINISTRATION</u>	Budget for Next Year 23/24			#
	Actual		Adopted Budget This Year 22/23			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 20/21	First Preceding Year 21/22							
1				1	PERSONNEL SERVICES				1
2	726,472	686,054	826,293	2	Salaries	942,485	942,485	942,485	2
3	-	-	-	3	Overtime & Relief	-	-	-	3
4	46,653	46,516	58,516	4	FICA - Payroll Taxes	67,337	67,337	67,337	4
5	139,570	176,417	213,449	5	Retirement Benefits	262,059	262,059	262,059	5
6	100,585	93,052	137,385	6	Health Insurance	193,556	193,556	193,556	6
7	2,895	4,660	3,341	7	Workers' Compensation Insurance	3,680	3,680	3,680	7
8	9,204	10,303	15,537	8	Unemployment Insurance	17,604	17,604	17,604	8
9	4,484	5,296	6,174	9	Term Life & Long Term Disability Insurance	7,347	7,347	7,347	9
10	-	-	23,000	10	Merit	20,000	20,000	20,000	10
11	-	-	(1,835)	11	Allocations	(2,143)	(2,143)	(2,143)	11
12	\$ 1,029,862	\$ 1,022,298	\$ 1,281,860	12	TOTAL PERSONNEL SERVICES	\$ 1,511,926	\$ 1,511,926	\$ 1,511,926	12
13	8.00	8.00	9.50	13	Total Full-Time Equivalent (FTE)	11.00	11.00	11.00	13
14				14	MATERIALS AND SERVICES				14
15	865	1,685	3,350	15	Staff Training & Development	17,075	17,075	17,075	15
16	365	5,607	12,500	16	Staff Travel	7,750	7,750	7,750	16
17	6,805	10,587	13,258	17	Office Supplies	12,798	12,798	12,798	17
18	6,236	5,990	17,200	18	IT Supplies	12,000	12,000	12,000	18
19	3,430	4,116	4,000	19	Postage & Courier Services	4,000	4,000	4,000	19
20	-	-	-	20	Marketing & Sales Expense	-	-	-	20
21	-	-	-	21	Memberships	-	-	-	21
22	-	-	-	22	Subscriptions	-	-	-	22
23	95,722	24,139	-	23	Office Lease	-	-	-	23
24	2,139	2,139	2,268	24	Office Equipment Lease	1,847	1,847	1,847	24
25	114,330	131,488	146,821	25	IT Software Subscription/Licenses	165,167	165,167	165,167	25
26	166	53	3,500	26	Commission Expense	7,680	7,680	7,680	26
27	10,560	10,537	12,898	27	Telephone	13,020	13,020	13,020	27
28	7,244	7,244	7,500	28	Internet	7,640	7,640	7,640	28
29	303	-	-	29	Cable	-	-	-	29
30	5,427	8,624	10,800	30	Electricity	14,400	14,400	14,400	30
31	-	1,918	3,000	31	Water/Sewer	3,000	3,000	3,000	31
32	-	2,451	3,600	32	Garbage	3,600	3,600	3,600	32
33	30,675	-	-	33	Temporary/Contract Help	-	-	-	33
34	5,802	14,678	19,500	34	Janitorial Services	11,780	11,780	11,780	34
35	8,062	8,221	9,300	35	Payroll Services	8,430	8,430	8,430	35
36	1,272	1,097	2,000	36	Legal Advertising	2,000	2,000	2,000	36
37	46,351	133,693	150,000	37	Legal Services	100,000	100,000	100,000	37
38	68,100	48,950	60,000	38	Auditing	75,000	75,000	75,000	38
39	7,202	60,405	15,100	39	Consulting Services	800	800	800	39
40	-	1,001	7,500	40	Recruiting Services	-	-	-	40

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

	Historical Data			REQUIREMENTS FOR: <u>ADMINISTRATION</u>	Budget for Next Year 23/24			
	Actual		Adopted Budget This Year 22/23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 20/21	First Preceding Year 21/22						
41	2,565	2,199	4,350	41 Awards & Recognition	5,350	5,350	5,350	41
42	21,009	16,368	30,449	42 Insurance	37,543	37,543	37,543	42
43	-	-	-	43 Vehicle Lease	-	-	-	43
44	283	759	1,000	44 Fuel	-	-	-	44
45	-	-	-	45 Clothing	-	-	-	45
46	1,839	2,553	4,500	46 Office Equipment Repairs & Maintenance	4,500	4,500	4,500	46
47	315	20,042	57,880	47 Repair & Maintenance - Buildings	23,830	23,830	23,830	47
48	-	1,018	400	48 Repair & Maintenance - Vehicles	6,500	6,500	6,500	48
49	28,421	48,256	30,500	49 Miscellaneous Merchant & Banking Fees	61,000	61,000	61,000	49
50	20,294	-	-	50 Insurance Claims	-	-	-	50
51	35	-	-	51 Grant Expenses	-	-	-	51
52	\$ 495,818	\$ 575,818	\$ 633,174	52 TOTAL MATERIALS AND SERVICES	\$ 606,709	\$ 606,709	\$ 606,709	52
53				53 CAPITAL OUTLAY				53
54	-	-	-	54 Capital Outlays	30,000	30,000	30,000	54
55	\$ -	\$ -	\$ -	55 TOTAL CAPITAL OUTLAY	\$ 30,000	\$ 30,000	\$ 30,000	55
56	\$ 1,525,680	\$ 1,598,116	\$ 1,915,034	56 Administration Total	\$ 2,148,636	\$ 2,148,636	\$ 2,148,636	56

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

Historical Data				REQUIREMENTS FOR: CHARLESTON	Budget for Next Year 23/24				
Actual		Adopted Budget This Year 22/23	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 20/21	First Preceding Year 21/22								
1				1	PERSONNEL SERVICES			1	
2	489,045	422,765	471,492	2	Salaries	463,180	463,180	463,180	2
3	2,627	4,443	21,870	3	Overtime & Relief	21,713	21,713	21,713	3
4	36,147	31,656	37,742	4	FICA - Payroll Taxes	37,094	37,094	37,094	4
5	153,220	123,565	136,831	5	Retirement Benefits	135,063	135,063	135,063	5
6	158,672	126,728	157,767	6	Health Insurance	168,347	168,347	168,347	6
7	24,559	39,876	34,747	7	Workers' Compensation Insurance	33,853	33,853	33,853	7
8	11,150	9,518	13,417	8	Unemployment Insurance	13,360	13,360	13,360	8
9	4,682	4,174	4,284	9	Term Life & Long Term Disability Insurance	4,281	4,281	4,281	9
10	-	-	(41,086)	10	Allocations	(29,800)	(29,800)	(29,800)	10
11	\$ 880,102	\$ 762,725	\$ 837,063	11	TOTAL PERSONNEL SERVICES	\$ 847,091	\$ 847,091	\$ 847,091	11
12	13.00	9.00	9.00	12	Total Full-Time Equivalent (FTE)	9.00	9.00	9.00	12
13				13	MATERIALS AND SERVICES			13	
14	-	-	-	14	Staff Training & Development	-	-	-	14
15	973	468	1,050	15	Staff Travel	3,800	3,800	3,800	15
16	1,703	1,770	3,000	16	Office Supplies	2,000	2,000	2,000	16
17	-	-	-	17	IT Supplies	-	-	-	17
18	344	182	250	18	Postage & Courier Services	150	150	150	18
19	-	-	-	19	Marketing & Sales	-	-	-	19
20	-	-	-	20	Membership & dues	-	-	-	20
21	-	-	-	21	Office Equipment & Lease	-	-	-	21
22	8,044	7,747	8,860	22	Telephone	9,700	9,700	9,700	22
23	25,819	25,936	34,992	23	Internet/Cable TV	36,864	36,864	36,864	23
24	218,340	231,935	255,260	24	Electricity	255,260	255,260	255,260	24
25	922	1,984	2,000	25	Laundry (propane)	2,000	2,000	2,000	25
26	77,990	90,730	85,000	26	Water/Sewer	90,000	90,000	90,000	26
27	61,743	83,975	107,000	27	Garbage Sanitation/Hazardous Material	110,000	110,000	110,000	27
28	15	10,092	90,000	28	Derelict Vessel Disposal	50,000	50,000	50,000	28
29	2,518	5,785	6,000	29	Environmental Mitigation/Monitoring	3,500	3,500	3,500	29
30	63,664	16,709	49,600	30	Temporary/Contract Help	15,600	15,600	15,600	30
31	1,328	2,305	5,000	31	Vending Machine Services	3,100	3,100	3,100	31
32	778	2,044	3,000	32	Legal Advertising	3,000	3,000	3,000	32
33	-	713	-	33	Legal Services	-	-	-	33
34	9,440	5,551	80,000	34	Consulting Services/Contract Services	49,050	49,050	49,050	34
35	87,042	94,446	104,092	35	Insurance	119,900	119,900	119,900	35
36	3,056	8,863	6,000	36	Small Equipment & Tools	12,200	12,200	12,200	36
37	11,041	639	-	37	Safety/Hazard Materials	-	-	-	37
38	288	132	750	38	Signage	500	500	500	38
39	1,518	1,763	3,400	39	Clothing	3,400	3,400	3,400	39
40	14,259	16,448	17,360	40	Janitorial	14,384	14,384	14,384	40
41	5,957	138,976	30,500	41	Operational Supplies	18,000	18,000	18,000	41

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

	Historical Data			REQUIREMENTS FOR: <u>CHARLESTON</u>	Budget for Next Year 23/24				
	Actual		Adopted Budget This Year 22/23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 20/21	First Preceding Year 21/22							
42	-	2,558	7,500	42	Equipment Rental	7,500	7,500	7,500	42
43	-	-	-	43	Vehicle Lease	-	-	-	43
44	9,699	12,732	14,000	44	Fuel	18,700	18,700	18,700	44
45	5,667	11,029	7,500	45	Propane (retail)	9,200	9,200	9,200	45
46	-	-	-	46	Retail Items	-	-	-	46
47	31,670	41,114	60,000	47	Repairs & Maintenance - Equipment	72,640	72,640	72,640	47
48	32,513	11,268	18,500	48	Repairs & Maintenance - Vehicles/Boats	23,000	23,000	23,000	48
49	8,018	19,926	37,500	49	Repairs & Maintenance - Buildings	170,300	170,300	170,300	49
50	3,530	2,053	3,000	50	Repairs & Maintenance - Land Improvements	5,000	5,000	5,000	50
51	10,040	27,918	60,000	51	Repairs & Maintenance - Docks	293,900	293,900	293,900	51
52	122,879	-	260,000	52	Marina Dredging	150,000	150,000	150,000	52
53	39,010	40,198	43,700	53	Waterway Leases/Permits	45,350	45,350	45,350	53
54	19,009	135,544	10,500	54	Other Expenses	12,000	12,000	12,000	54
55	-	-	-	55	Contingency	-	-	-	55
56	\$ 878,817	\$ 1,053,533	\$ 1,415,314	56	TOTAL MATERIALS AND SERVICES	\$ 1,609,998	\$ 1,609,998	\$ 1,609,998	56
57				57	CAPITAL OUTLAY				57
58	-	-	-	58	Capital Outlay	-	-	-	58
59	10,000	51,548	30,000	59	Capital Outlay - Buildings	30,000	30,000	30,000	59
60	-	99,500	50,000	60	Capital Outlay - Dock	145,000	145,000	145,000	60
61	-	-	-	61	Capital Outlay - Land Improvements	-	-	-	61
62	20,240	73,584	-	62	Capital Outlay - Machinery & Equipment	150,000	150,000	150,000	62
63	-	36,757	-	63	Capital Outlay - Mobile Equipment	20,000	20,000	20,000	63
64	\$ 30,240	\$ 261,389	\$ 80,000	64	TOTAL CAPITAL OUTLAY	\$ 345,000	\$ 345,000	\$ 345,000	64
65	\$ 1,789,159	\$ 2,077,648	\$ 2,332,377	65	Charleston Total	\$ 2,802,089	\$ 2,802,089	\$ 2,802,089	65

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General Fund

(name of fund)

FORM

LB-30

Historical Data				REQUIREMENTS FOR: BUSINESS DEVELOPMENT / EXTERNAL AFFAIRS	Budget for Next Year 23/24				
Actual		Adopted Budget This Year 22/23	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 20/21	First Preceding Year 21/22								
1				1	PERSONNEL SERVICES			1	
2	88,006	92,338	166,933	2	Salaries	167,121	167,121	167,121	2
3	-	-	-	3	Overtime & Relief	-	-	-	3
4	6,686	7,018	12,770	4	FICA - Payroll Taxes	12,785	12,785	12,785	4
5	22,663	25,021	43,955	5	Retirement Benefits	46,530	46,530	46,530	5
6	15,318	14,442	43,993	6	Health Insurance	44,640	44,640	44,640	6
7	315	438	845	7	Workers' Compensation Insurance	846	846	846	7
8	1,250	1,393	3,434	8	Unemployment Insurance	3,417	3,417	3,417	8
9	638	765	1,292	9	Term Life & Long Term Disability Insurance	1,310	1,310	1,310	9
10	\$ 134,876	\$ 141,415	\$ 273,222	10	TOTAL PERSONNEL SERVICES	\$ 276,649	\$ 276,649	\$ 276,649	10
11	1.00	1.00	2.00	11	Total Full-Time Equivalent (FTE)	2.00	2.00	2.00	11
12				12	MATERIALS AND SERVICES			12	
13	-	-	-	13	Staff Training & Development	-	-	-	13
14	-	1,266	4,100	14	Staff Travel	2,450	2,450	2,450	14
15	-	-	-	15	Retail Items	-	-	-	15
16	190	215	5,100	16	Marketing Supplies	200	200	200	16
17	-	-	-	17	I. T. Supplies/Software Subscriptions	-	-	-	17
18	30,786	29,475	38,332	18	Membership & Subscriptions	40,918	40,918	40,918	18
19	-	-	-	19	Promotional & Marketing	-	-	-	19
20	-	-	-	20	Commercial Marketing	-	-	-	20
21	8,361	3,840	16,600	21	Advertising	1,100	1,100	1,100	21
22	-	185	-	22	Cargo Recruitment & Dev	-	-	-	22
23	754	568	13,440	23	Professional Services	10,226	10,226	10,226	23
24	-	-	-	24	Insurance	-	-	-	24
25	31	119	-	25	Office Supplies / Miscellaneous	-	-	-	25
26	-	-	-	26	Recognition / Achievement	-	-	-	26
27	-	-	-	27	Legal Services	-	-	-	27
28	90,182	188,478	186,000	28	Legislative Support	249,300	249,300	249,300	28
29	3,200	3,500	6,600	29	Community Affairs	-	-	-	29
30	-	-	-	30	Contingency	-	-	-	30
31	\$ 133,503	\$ 227,646	\$ 270,172	31	TOTAL MATERIALS AND SERVICES	\$ 304,194	\$ 304,194	\$ 304,194	31
32				32	CAPITAL OUTLAY			32	
33				33				33	
34				34				34	
35				35				35	
36	\$ -	\$ -	\$ -	36	TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	36
37	\$ 268,379	\$ 369,061	\$ 543,394	37	External Affairs/Business Development Total	\$ 580,843	\$ 580,843	\$ 580,843	37

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

1	Historical Data			REQUIREMENTS FOR: PORT OPERATIONS	Budget for Next Year 23/24			1
	Actual		Adopted Budget This Year 22/23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 20/21	First Preceding Year 21/22						
1				PERSONNEL SERVICES				
2	112,953	420,994	656,240	2 Salaries	572,183	572,183	572,183	2
3	-	108	2,198	3 Overtime & Relief	2,896	2,896	2,896	3
4	8,641	31,479	50,371	4 FICA - Payroll Taxes	43,994	43,994	43,994	4
5	29,050	107,867	173,893	5 Retirement Benefits	159,229	159,229	159,229	5
6	540	75,010	200,805	6 Health Insurance	149,231	149,231	149,231	6
7	315	438	28,755	7 Workers' Compensation Insurance	29,172	29,172	29,172	7
8	1,244	8,467	16,513	8 Unemployment Insurance	13,413	13,413	13,413	8
9	721	3,832	5,573	9 Term Life & Long Term Disability Insurance	4,805	4,805	4,805	9
10	-	-	-	10 Allocations	-	-	-	10
11	\$ 153,463	\$ 648,195	\$ 1,134,347	11 TOTAL PERSONNEL SERVICES	\$ 974,924	\$ 974,924	\$ 974,924	11
12	1.00	9.00	10.50	12 Total Full-Time Equivalent (FTE)	9.00	9.00	9.00	12
13				MATERIALS AND SERVICES				
14	-	-	-	14 Staff Training & Development	-	-	-	14
15	305	59	4,250	15 Staff Travel	7,750	7,750	7,750	15
16	7,815	7,963	20,500	16 Operational / Safety Supplies	19,850	19,850	19,850	16
17	2,839	12,004	30,800	17 Utilities & Environmental Mitigation	29,500	29,500	29,500	17
18	-	-	-	18 Telephone	-	-	-	18
19	-	25,843	45,000	19 Contract Labor	-	-	-	19
20	-	522	1,500	20 Legal Advertising	1,000	1,000	1,000	20
21	1,775	41,144	12,300	21 Consulting Services/Contracted Services	12,300	12,300	12,300	21
22	10,193	18,846	29,723	22 Insurance	58,600	58,600	58,600	22
23	-	-	4,935	23 Clothing	4,250	4,250	4,250	23
24	-	2,742	5,000	24 Repairs & Maintenance - Buildings	7,500	7,500	7,500	24
25	-	809	2,500	25 Repairs & Maintenance - Land	1,000	1,000	1,000	25
26	126	32	5,000	26 Repairs & Maintenance - Docks	2,500	2,500	2,500	26
27	-	-	-	27 Repairs & Maintenance - Equipment	2,250	2,250	2,250	27
28	-	173	-	28 Repairs & Maintenance - Vehicles	-	-	-	28
29	-	2,250	-	29 Waterway Leases	3,000	3,000	3,000	29
30	339	357	7,000	30 Permits	5,500	5,500	5,500	30
31	-	-	-	31 Vehicle Lease	-	-	-	31
32	-	238	-	32 Fuel	500	500	500	32
33	-	125	-	33 Property Tax Expense	150	150	150	33
34	-	21,678	10,000	34 Banking Fees	10,000	10,000	10,000	34
35	\$ 23,392	\$ 134,784	\$ 178,508	35 TOTAL MATERIALS AND SERVICES	\$ 165,650	\$ 165,650	\$ 165,650	35
36				CAPITAL OUTLAY				
37	-	-	-	37 Capital Outlay	-	-	-	37
38								
39	\$ -	\$ -	\$ -	39 TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	39
40	\$ 176,855	\$ 782,979	\$ 1,312,854	40 Port Ops Total	\$ 1,140,574	\$ 1,140,574	\$ 1,140,574	40

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

Historical Data				REQUIREMENTS FOR: PORT DEVELOPMENT	Budget for Next Year 23/24			
Actual		Adopted Budget This Year 22/23	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 20/21	First Preceding Year 21/22							
1				1	PERSONNEL SERVICES			1
2	146,496	-	-	2	-	-	-	2
3	-	-	-	3	-	-	-	3
4	11,056	-	-	4	-	-	-	4
5	38,081	-	-	5	-	-	-	5
6	23,827	-	-	6	-	-	-	6
7	315	-	-	7	-	-	-	7
8	2,501	-	-	8	-	-	-	8
9	1,193	-	-	9	-	-	-	9
10	\$ 223,468	\$ -	\$ -	10	\$ -	\$ -	\$ -	10
11	3.00	0.00	0.00	11	0.00	0.00	0.00	11
12				12	MATERIALS AND SERVICES			12
13	-	-	-	13	-	-	-	13
14	-	-	-	14	-	-	-	14
15	-	-	-	15	-	-	-	15
16	754	-	-	16	-	-	-	16
17	-	-	-	17	-	-	-	17
18	-	-	-	18	-	-	-	18
19	-	-	-	19	-	-	-	19
20	15,468	-	-	20	-	-	-	20
21	-	-	-	21	-	-	-	21
22	-	-	-	22	-	-	-	22
23	6,735	-	-	23	-	-	-	23
24	\$ 22,957	\$ -	\$ -	24	\$ -	\$ -	\$ -	24
25				25	CAPITAL OUTLAY			25
26				26				26
27	\$ -	\$ -	\$ -	27	\$ -	\$ -	\$ -	27
28	\$ 246,425	\$ -	\$ -	28	\$ -	\$ -	\$ -	28

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General Fund

(name of fund)

	Historical Data			REQUIREMENTS FOR: <u>RAILROAD OPERATIONS</u>	Budget for Next Year 23/24				
	Actual		Adopted Budget This Year 22/23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 20/21	First Preceding Year 21/22							
1				1	PERSONNEL SERVICES			1	
2	-	-	-	2	Salaries	-	-	-	2
3	-	-	-	3	Overtime & Relief	-	-	-	3
4	-	-	-	4	FICA - Payroll Taxes	-	-	-	4
5	-	-	-	5	Retirement Benefits	-	-	-	5
6	-	-	-	6	Health Insurance	-	-	-	6
7	-	-	-	7	Workers' Compensation Insurance	-	-	-	7
8	-	-	-	8	Unemployment Insurance	-	-	-	8
9	-	-	-	9	Term Life & Long Term Disability Insurance	-	-	-	9
10	\$ -	\$ -	\$ -	10	TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ -	10
11	0.00	0.00	0.00	11	Total Full-Time Equivalent (FTE)	0.00	0.00	0.00	11
12				12	MATERIALS AND SERVICES			12	
13	-	-	-	13	Staff Training & Development	-	-	-	13
14	40	-	-	14	Staff Travel	-	-	-	14
15	-	-	-	15	Membership & Dues	-	-	-	15
16	-	-	-	16	Legal Services	-	-	-	16
17	-	-	-	17	Office Supplies & Misc	-	-	-	17
18	40	-	-	18	I. T. Supplies	-	-	-	18
19	35,026	40,832	49,363	19	Insurance	73,200	73,200	73,200	19
20	43,707	114,440	135,000	20	Professional Services	216,000	216,000	216,000	20
21	-	-	-	21	Operational Supplies	-	-	-	21
22	-	-	-	22	Management Services	-	-	-	22
23	-	-	-	23	Rail Operations Service Fee	-	-	-	23
24	-	-	-	24	Vehicle Lease	-	-	-	24
25	-	-	-	25	Fuel	-	-	-	25
26	-	-	-	26	Hazardous Material Disposal	-	-	-	26
27	-	-	8,000	27	Signage	-	-	-	27
28	-	-	-	28	Repairs & Maintenance - Equipment	-	-	-	28
29	11,651	4,184	450,000	29	Repairs & Maintenance - Bridges	150,000	150,000	150,000	29
30	37,462	14,660	-	30	Repairs & Maintenance - Track & Tunnel	-	-	-	30
31	20,963	830	-	31	Repairs & Maintenance - Vehicles	-	-	-	31
32	-	-	-	32	Repairs & Maintenance - Locomotive	-	-	-	32
33	-	-	4,100	33	Repairs & Maintenance - Crossing Signals	-	-	-	33
34	483	17,560	-	34	Insurance Claims	-	-	-	34
35	\$ 149,372	\$ 192,506	\$ 646,463	35	TOTAL MATERIALS AND SERVICES	\$ 439,200	\$ 439,200	\$ 439,200	35
36				36	CAPITAL OUTLAY			36	
37	308,000	886,691	1,093,730	37	Capital Outlay	772,000	772,000	772,000	37
38				38					38
39				39					39
40				40					40
41				41					41
42				42					42
43	\$ 308,000	\$ 886,691	\$ 1,093,730	43	TOTAL CAPITAL OUTLAY	\$ 772,000	\$ 772,000	\$ 772,000	43
44	\$ 457,372	\$ 1,079,198	\$ 1,740,193	44	Rail Ops Total	\$ 1,211,200	\$ 1,211,200	\$ 1,211,200	44

REQUIREMENTS SUMMARY

ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

FORM

LB-30

General

(name of fund)

1	Historical Data			REQUIREMENTS FOR: <u>DREDGE OPERATIONS</u>	Budget for Next Year 23/24			1	
	Actual		Adopted Budget This Year 22/23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 20/21	First Preceding Year 21/22							
1			1	PERSONNEL SERVICES				1	
2	40,691	-	-	2	Salaries	-	-	-	2
3	7,836	-	-	3	Overtime & Relief	-	-	-	3
4	3,606	-	-	4	FICA - Payroll Taxes	-	-	-	4
5	10,149	-	-	5	Retirement Benefits	-	-	-	5
6	7,125	-	-	6	Health Insurance	-	-	-	6
7	-	-	-	7	Workers' Compensation Insurance	-	-	-	7
8	1,131	-	-	8	Unemployment Insurance	-	-	-	8
9	365	-	-	9	Term Life & Long Term Disability Insurance	-	-	-	9
10	-	-	-	10	Allocations	-	-	-	10
11	\$ 70,903	\$ -	\$ -	11	TOTAL PERSONNEL SERVICES	\$ -	\$ -	\$ -	11
12	0.00	0.00	0.00	12	Total Full-Time Equivalent (FTE)	0.00	0.00	0.00	12
13			13	MATERIALS AND SERVICES				13	
13	-	-	-	13	Training	-	-	-	13
14	278	-	-	14	Travel & Entertainment	-	-	-	14
15	650	-	-	15	Office Expenses	-	-	-	15
16	-	-	-	16	Utilities /Environmental Mitigation	-	-	-	16
17	-	-	-	17	Garbage/sanitation	-	-	-	17
18	-	-	-	18	Auditing	-	-	-	18
19	14,355	-	-	19	Professional Services	-	-	-	19
20	36,803	-	-	20	Operation Supplies	-	-	-	20
21	104,102	-	-	21	Repair & Maintenance	-	-	-	21
22	50,169	-	-	22	Insurance	-	-	-	22
23	6,653	-	-	23	Fuel	-	-	-	23
24	-	-	-	24	Other	-	-	-	24
25	\$ 213,009	\$ -	\$ -	25	TOTAL MATERIALS AND SERVICES	\$ -	\$ -	\$ -	25
26	\$ 283,912	\$ -	\$ -	26	Dredge Ops Total	\$ -	\$ -	\$ -	26

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Special Projects Fund

(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 23/24				
Actual		Adopted Budget This Year 22/23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 20/21	First Preceding Year 21/22							
			1	RESOURCES			1	
	-	-	15,000	2	-	-	-	2
	-	45,727	4,500,000	3	5,350,500	5,350,500	5,350,500	3
	-	-	-	4	-	-	-	4
	2,779,205	-	4,156,250	5	-	-	-	5
	213,658	986,561	-	6	-	-	-	6
	4,010,277	4,153,939	-	7	-	-	-	7
	-	-	12,468,750	8	15,049,981	15,049,981	15,049,981	8
	-	-	9,880,000	9	9,880,000	9,880,000	9,880,000	9
	-	-	-	10	-	-	-	10
	-	-	-	11	-	-	-	11
	3,676,945	11,146,811	5,875,000	12	4,700,000	4,700,000	4,700,000	12
	1,560,024	-	-	13	-	-	-	13
	-	-	120,000	14	120,000	120,000	120,000	14
	\$ 12,240,107	\$ 16,333,038	\$ 37,015,000	15	\$ 35,100,481	\$ 35,100,481.00	\$ 35,100,481.00	15
				16				16
				17				17
	12,240,107	16,333,038	37,015,000	18	35,100,481	35,100,481	35,100,481	18
				19	REQUIREMENTS **			19
				20	Department	Object Classification	Detail	20
	15,866	-	-	21	Administration	Materials & Service	Professional Services	21
	15,866	-	-	22	Charleston Ops	Materials & Service	Professional Services	22
	7,135	68	-	23	Port Dev	Materials & Service	Professional Services	23
	(153)	11,473	4,614,500	24	Port Ops	Materials & Service	Professional Services	24
	4,739	-	-	25	Charleston Ops	Materials & Service	Insurance Reimb	25
	-	2,889,281	-	26	Administration	Capital Outlay	Buildings	26
	-	-	-	27	Charleston Ops	Capital Outlay	Other	27
	-	-	-	28	Charleston Ops	Capital Outlay	Legal	28
	2,488,603	-	-	29	Charleston Ops	Capital Outlay	Buildings	29
	357,050	-	-	30	Charleston Ops	Capital Outlay	Docks	30
	-	-	-	31	Charleston Ops	Capital Outlay	Machinery & Equipment	31
	-	-	-	32	Charleston Ops	Capital Outlay	Land Improvements	32
	-	-	-	33	Port Ops	Capital Outlay	Buildings	33
	-	-	937,000	34	Port Ops	Capital Outlay	Docks	34
	-	2,889,281	-	35	Port Ops	Capital Outlay	Machinery & Equipment	35
	-	-	-	36	Port Ops	Capital Outlay	Engineering	36
	-	-	-	37	Port Ops	Capital Outlay	Permit & Environmental	37
	-	-	-	38	Rail	Capital Outlay	Other	38
	3,860,461	-	-	39	Rail	Capital Outlay	Tunnels	39
	1,744	5,260,407	20,000,000	40	Rail	Capital Outlay	Bridges	40
	53,041	36,823	9,900,000	41	Rail	Capital Outlay	Track	41
	3,540	-	-	42	Rail	Capital Outlay	Machinery & Equipment	42
	57,784	25,556	-	43	Rail	Capital Outlay	Legal	43
	853,091	468,044	725,000	44	Rail	Capital Outlay	Engineering	44
	29,393	-	-	45	Rail	Capital Outlay	Permit & Environmental	45
	-	-	-	46	Rail	Capital Outlay	Consulting Services	46
	-	-	-	47	Rail	Transfer	Transfer to General Fund	47
	4,491,949	4,752,104	-	48	Ending balance (prior years)			48
			838,500	49	UNAPPROPRIATED ENDING FUND BALANCE			49
	12,240,107	16,333,038	37,015,000	50	35,100,481	35,100,481	35,100,481	50

RESERVE FUND RESOURCES AND REQUIREMENTS

Reserve Fund
(Fund)

Oregon International Port of Coos Bay
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 23/24			
Actual		Adopted Budget This Year 22/23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 20/21	First Preceding Year 21/22						
1			1	RESOURCES			1
2			2	Beginning Fund Balance:			2
3	-	-	3	1,000,000	1,000,000	1,000,000	3
4	1,811,280	1,811,282	4	969,646	969,646	969,646	4
5	27,895	60,000	5	-	-	-	5
6	107,698	245,556	6	140,000	140,000	140,000	6
7			7				7
8	-	-	8	Transfers From Other Funds			8
9			9				9
10			10				10
11			11				11
12			12				12
13	1,946,873	2,116,838	13	TOTAL RESOURCES			2,109,646
14			14	REQUIREMENTS **			2,109,646
15			15	Department	Object Classification	Account	15
16	-	638,682	16		Transfer out	General Fund	16
17	32,302	-	17		Transfer out	Special Projects Fund	17
18	72,105	5,413	18		Transfer out	Dredge Fund	18
19			19				19
20			20				20
21			21				21
22			22				22
23			23				23
24			24				24
25			25				25
26			26				26
27			27				27
28			28				28
29	1,842,466	1,472,743	29	Ending balance (prior years)			29
30			30	UNAPPROPRIATED ENDING FUND BALANCE			2,037,646
31	1,946,873	2,116,838	31	TOTAL REQUIREMENTS			2,109,646

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

FORM

LB-10

Dredge Fund

Oregon International Port of Coos Bay
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 23/24						
Actual		Adopted Budget Year FY22/23		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body				
Second Preceding FY20/21	First Preceding FY21/22									
1			1	RESOURCES			1			
2	152,649	177,158	2	Oregon Fuel Tax Allocation	275,000	\$ 275,000	\$ 275,000	2		
3	25,890	-	3	Mobilization	-	\$ -	\$ -	3		
4	94,306	-	4	Dredge Operations	-	\$ -	\$ -	4		
5	-	-	5	Bad Debt Expense	-	\$ -	\$ -	5		
6	-	-	6	Insurance Reimbursement	-	\$ -	\$ -	6		
7	-	-	7	Net Working Capital	500,000	\$ 500,000	\$ 500,000	7		
8	-	-	8	Other State Funds	165,000	\$ 165,000	\$ 165,000	8		
9	-	-	9		-	\$ -	\$ -	9		
10	-	-	10		-	\$ -	\$ -	10		
11	-	-	11	Transferred IN, from other funds	-	\$ -	\$ -	11		
12	\$ 272,845	\$ 177,158	12	Total Resources, except taxes to be levied	\$ 940,000	\$ 940,000	\$ 940,000	12		
13			13	Taxes estimated to be received		-	-	13		
14			14	Taxes collected in year levied				14		
15	272,845	177,158	15	TOTAL RESOURCES	940,000	940,000	940,000	15		
16			16	REQUIREMENTS **				16		
17			17	Department	Object Classification	Detail		17		
18	73,345	2,470	18	Dredge Ops	Personnel Services	Salaries	16,878	16,878	16,878	18
19	1,853	-	19	Dredge Ops	Personnel Services	Overtime & Relief	-	-	-	19
20	5,489	179	20	Dredge Ops	Personnel Services	FICA - Payroll Taxes	1,291	1,291	1,291	20
21	21,619	704	21	Dredge Ops	Personnel Services	Retirement Benefits	4,744	4,744	4,744	21
22	24,019	648	22	Dredge Ops	Personnel Services	Health Insurance	7,061	7,061	7,061	22
23	-	-	23	Dredge Ops	Personnel Services	Workers' Compensation Insurance	1,291	1,291	1,291	23
24	1,428	69	24	Dredge Ops	Personnel Services	Unemployment Insurance	523	523	523	24
25	602	19	25	Dredge Ops	Personnel Services	Term Life & Long Term Disability Insurance	155	155	155	25
26	-	-	26	Dredge Ops	Materials & Service	Training	500	500	500	26
27	-	-	27	Dredge Ops	Materials & Service	Travel	-	-	-	27
28	703	508	28	Dredge Ops	Materials & Service	Office Expenses	720	720	720	28
29	380	-	29	Dredge Ops	Materials & Service	Professional Services	-	-	-	29
30	28,939	214	30	Dredge Ops	Materials & Service	Operational Supplies	1,600	1,600	1,600	30
31	42,813	88,102	31	Dredge Ops	Materials & Service	Repair & Maintenance	250,500	250,500	250,500	31
32	54,106	55,675	32	Dredge Ops	Materials & Service	Insurance	69,510	69,510	69,510	32
33	2,660	-	33	Dredge Ops	Materials & Service	Fuel	800	800	800	33
34	-	-	34	Dredge Ops	Materials & Service	Audit	-	-	-	34
35	5,104	-	35	Dredge Ops	Materials & Service	Other	-	-	-	35
36	-	-	36	Dredge Ops	Materials & Service	Insurance Claims	-	-	-	36
37	-	-	37	Dredge Ops	Materials & Service	Equipment	-	-	-	37
38	-	-	38	Dredge Ops	Materials & Service	Vessels	-	-	-	38
39	9,787	28,570	39	Ending balance (prior years)						39
40			40	UNAPPROPRIATED ENDING FUND BALANCE			584,427	584,427	584,427	40
41	272,845.11	177,157.97	41	TOTAL REQUIREMENTS			940,000	940,000	940,000	41