



M E M O R A N D U M

TO: Interested Parties

FROM: David Kronsteiner, President

DATE: February 8, 2021

SUBJECT: Port of Coos Bay Commission Meeting Notice

The **Board of Commissioners** of the Oregon International Port of Coos Bay will hold its Regular Commission Meeting at **3:00 p.m., Tuesday, February 16, 2021.**

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

If you would like to provide public comment during the meeting, please call the Administrative office at 541-267-7678 by 12 p.m. on Tuesday, February 16, 2021. Written comment will be accepted until 12 p.m. on Tuesday, February 16, 2021 by sending an email to portcoos@portofcoosbay.com with the subject line 'Public Comment'.

An **Executive Session** has also been scheduled on **Tuesday, February 16, 2021, immediately after the Commission Meeting**, as authorized under ORS 192.660(2), to:

- (d) conduct deliberations with person designated by the governing body to carry on labor negotiations;
- (e) conduct deliberations with persons designated by the governing body to negotiate real property transactions;
- (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;
- (i) review and evaluate the job performance of a chief executive officer, other officers, employees and staff, if the person whose performance is being reviewed and evaluated does not request an open hearing; and
- (j) carry on negotiations under ORS Chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.

DK/km

**OREGON INTERNATIONAL PORT OF COOS BAY
REGULAR COMMISSION MEETING
3:00 p.m., Tuesday, February 16, 2021**
Port Commission Chambers, 125 West Central Avenue, Suite 230, Coos Bay, Oregon 97420

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

- 1. CALL MEETING TO ORDER**

- 2. INTRODUCTION OF GUESTS AND PORT STAFF**
 - A. Presentation of 2019/20 Annual Financial Report..... Amanda McCleary-Moore, Moss Adams

- 3. PUBLIC COMMENT**

- 4. CONSENT ITEMS** **Page**
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- 7. OTHER**

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- 9. COMMISSION COMMENTS**

- 10. NEXT MEETING DATE** – Tuesday, March 16, 2021, 3:00 p.m.

- 11. RECESS TO EXECUTIVE SESSION**

- 12. ADJOURN**

Consent Items

DRAFT
OREGON INTERNATIONAL PORT OF COOS BAY
Coos Bay, Oregon
REGULAR COMMISSION MEETING
3:00 p.m., Tuesday, December 15, 2020

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

ATTENDANCE

Commission:

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

Staff:

John Burns, Chief Executive Officer; Lanelle Comstock, Chief Administrative Officer; Mike Dunning, Director of Maritime Operations and Asset Management; Brandon Collura, Charleston Harbormaster; Margaret Barber, Director of External Affairs; Rick Adamek, Project Manager; Krystal Moffett, Administrative Assistant; and Mike Stebbins, Port Legal Counsel.

Media & Guests:

None Present.

1. CALL MEETING TO ORDER

President Kronsteiner called the meeting to order at 3:02 p.m.

2. INTRODUCTION OF GUESTS AND PORT STAFF

3. PUBLIC COMMENT

4. PORT PROJECT UPDATE

A. Closeout of Tunnel Rehabilitation Project, Project Manager Rick Adamek

John Burns stated Project Manager Rick Adamek will present the final update of the Tunnel Rehabilitation Project. Mr. Burns stated that Mr. Adamek has done great work on behalf of the Port, and before the year ends will have been responsible for managing projects in excess of \$30 million. This includes projects for Charleston and the railroad.

Mr. Adamek stated he will share images from each of the tunnels and talk through the work that was done. Before work began, Tunnel 15 had standing water inside the tunnel and in the ditches outside. Tunnel 15 also had a large amount of obstructive rock, which was the biggest issue in this tunnel as well as the culverts at the north end. Drainage ditches at the south end were cleaned out and cobbles installed. Tunnel 15 is complete.

Tunnel 17 had ineffective ditch lines, as well as concrete invert slabs underneath the track bed causing water obstructions. The concrete invert slabs were removed, and the ditch lines dug out. There was no culvert work for this tunnel, just track and track bed work. At Tunnel 18, there was a waterfall coming down the side of the north portal. The track bed was reworked with new rock and ties installed and a small wing wall was built to divert the waterfall into a new ditch line. Tracktex was installed, which is a super heavy filter fabric.

Tunnel 19 was the longest tunnel included in the project, at a little over 4,000 feet in length. The ditch lines on both sides required hammering of obstructive rock through the whole length, which is taking more time than anticipated. In the past couple of weeks, crews have only made a few hundred feet of progress each day. On the left side of the south portal is a year-round creek. Water was diverted, environmental specialists removed the fish from the stream, and a precast concrete channel was installed. The completed channel runs 1,400 feet south of the tunnel with nearly a foot of water flowing for almost 2,000 feet before crossing back under the track through a new culvert and then eventually into Tenmile Lake. Tunnel 19 had water flowing in both directions, which required a gabion basket wall at the north end. An artificial streambed was built with cobbles, rocks, wood debris, and even logs; now there is a good stream flow for about 800 feet to the north into another new culvert.

Tunnel 20 was one of the shorter tunnels included in this project and work was done there first. Most of the work was inside the tunnel and consisted of removing the track and installing new track bed with the Tracktex fabric, then installing new ties and rail. Rail anchors were installed to help stop the expansion and contraction of the track due to weather. The anchors prevent snaking over the course of the ties and help to maintain gauge. Work in Tunnel 21 was similar to that of Tunnel 20, with most of the work inside the tunnel and just some ditch cleanout on either end. New ties were placed, and where the new heavier rail transitioned into lighter gauge rail there was a difference in elevation that needed to be accounted for.

Work in all of the tunnels is complete, except for Tunnel 19 where crews are still hammering obstructive rock. This work should be completed within a week. Subcontractors will then be able to finish the track work in that tunnel. All the welding has been done, so the work remaining is to place the last of the ballast in the ditches and complete the track and grading.

Work is scheduled to be completed by the end of December, then staff can close out the grant. President Kronsteiner thanked Mr. Adamek for his presentation and great work on this project.

5. CONSENT ITEMS

- A. Approval of October 20, 2020 Regular Commission Meeting Minutes
- B. Approval of October and November Invoices
- C. Approval of Community Giving Donation

Upon a motion by Commissioner Garcia (second by Commissioner Hanson), the Board of Commissioners voted to approve the October 20, 2020 Regular Commission Meeting Minutes, October and November Invoices and Community Giving Donation. **Motion Passed.**

6. MANAGEMENT REPORTS

All Management Reports were included within the Meeting Packet.

7. ACTION ITEMS/REPORTS

A. 2020Res14: Amendments to Personnel Policy 14.5, Time Off & Benefits

The Port of Coos Bay currently allows employees who work a paid holiday to either receive 8 hours of standard pay for the holiday (in addition to the hours worked on the holiday), or choose to use the holiday (as time off) at a later date.

To ensure employees who choose to use the holiday at a later date receive the holiday pay that they deserve in a timely manner, Port Staff is recommending Unused Holiday to be used within the calendar year in which it was accrued. If the accrued Unused Holiday is not used within the calendar year in which it was accrued, it will be paid out in full value in the first paycheck of the following calendar year.

Before being presented to the Port Commission, Section 14.5 has been reviewed and approved by Port’s legal counsel and discussed with the Port’s Management Team and staff. The red lined draft version of the recommended policy was included in the meeting packet. The policy will be effective January 1, 2021.

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to approve Resolution 2020Res14 Authorizing the Amendments to Port Policy Manual Chapter 14: Personnel Policy, Section 14.5: Time Off & Benefits. **Motion Passed.**

B. 2020Res15: Charleston Marina RV Park Rates for 2021

As part of the annual budget process, the Marina Complex rates are reviewed each year and may be adjusted by the Consumer Price Index (CPI) and/or by market analysis. Each year staff surveys the rates and schedules of comparable facilities for comparisons.

RV Park rates are evaluated in December of each year to better serve our summer customers. This ensures that our long-term summer customers do not experience an unknown rate adjustment mid-season.

Port Staff compared similar RV Parks in the region and found the Port’s daily, weekly, and monthly rates continue to be below the market average. Port Staff recommends a rate adjustment of 3% per category based on both market analysis and the CPI (rounded to the dollar).

The proposed changes are set forth in the table below (these rates do not include the 1.5% Lodging Tax and 2% Visitor Fee):

Rate Type	2020 Rates	Recommended for 2021
Daily - Back In	\$39.00 reg. / \$41.00 deluxe	\$40.00 reg. / \$42.00 deluxe
Daily - Pull Thru	\$44.00	\$45.00
Weekly - Back In	\$215.00 reg. / \$228.00 deluxe	\$221.00 reg. / \$235.00 deluxe
Weekly - Pull Thru	\$241.00	\$248.00
Monthly - Back In	\$573.00 reg. / \$606.00 deluxe	\$590.00 reg. / \$624.00 deluxe
Monthly - Pull Thru	\$638.00	\$657.00
Yurts - Daily	\$55.00	\$57.00
Yurts - Weekly	\$260.00	\$268.00

Pursuant to Port Policy, the Rate Schedule must be modified by resolution of the Port Commission. Upon Commission approval of the resolution, the revised Charleston Marina 2020/21 Rate Schedule will be republished with an effective date of January 1, 2021.

Upon a motion by Commissioner Garcia (second by Commissioner Farm), the Board of Commissioners motioned to approve Resolution 2020Res15 revising the Charleston Marina 2020/21 Rate Schedule for the RV Park. **Motion Passed.**

C. Stantec Task Orders 36-43 for the CBRL Bridge Rehabilitation Project

In July 2012, the Port entered into a Professional Services Agreement, which was amended in July of 2017, with Stantec Consulting Services Inc. that included initial task orders in support of the rail line’s bridges. Port staff has utilized the expertise of Stantec Consulting Services as a resource for bridge and water crossing engineering, project management support services, and technical support services for the development of the Coos Bay Rail Line Bridge Management plan.

Under the PSA, Stantec provided engineering design and support services for the scope of work identified in the BUILD Bridge Rehabilitation Project awarded to the Port in 2019. With the project grant agreements fully executed and in place, the Port is ready complete and finalize all necessary engineering and design for the project. In addition to engineering support for the project, Stantec will also provide construction management services and contract administration support.

Description	Labor	Subs	Expenses	Total
TO 36 – Vaughn Viaduct Bridge Replacement Engineering Support	\$33,108	\$0	\$4,000	\$37,108
TO 37 – Vaughn Viaduct Bridge Replacement Construction Management Support	\$85,680	\$220,574	\$9,000	\$315,254
TO 38 – Swingspan Repairs Engineering Support	\$389,880	\$0	\$18,450	\$408,330
TO 39 – Swingspan Repairs Construction Management Support	\$453,222	\$0	\$155,200	\$608,422
TO 40 – Wildcat Creek Steel Span and Urgent Need Bridge Repairs Engineering Support	\$148,321	\$0	\$10,080	\$158,401
TO 41 – Wildcat Creek Steel Span and Urgent Need Bridge Repairs Construction Management Support	\$173,678	\$0	\$14,500	\$188,178
TO 42 – Coal Bank Slough Replacement Engineering Support	\$124,896	\$40,000	\$0	\$164,896
TO 43 – Coal Bank Slough Replacement Construction Management Support	\$122,332	\$0	\$9,500	\$131,832
TOTAL	\$1,531,117	\$260,574	\$220,730	\$2,012,421

To gain efficiencies and effectively manage the project schedule, staff is requesting approval of Task Orders 36-43. This will allow all phases of the project to work in parallel, as necessary to achieve success.

Staff requests the Port Commission authorize Stantec Task Orders 36-43 for the CBRL Bridge Rehabilitation Project in the amount of \$2,012,421. Funding for these task orders is covered by the grant agreements with the Maritime Administration (BUILD) and Oregon Department of Transportation.

Upon a motion by Commissioner Farm (second by Commissioner Garcia), the Board of Commissioners motioned to authorize Chief Executive Officer John Burns to execute Stantec Consulting Services, Inc. Task Orders 36-43 for the CBRL Bridge Rehabilitation Project Engineering and Construction Management support services in the amount of \$2,012,421. **Motion Passed.**

D. Authorization to Issue RFP for Swingspan Bridge Repair

In November of 2020, the Port's Railroad Engineer of Record (EOR) conducted a reevaluation of the Bridge Rehabilitation Project components and scope of work. During this inspection, six severely deteriorated posts on spans 6 and 7 of the North Bend Swing Span Bridge were identified. The EOR highly recommends that these posts be replaced as soon as possible.

Port procurement rule 2.8.1(E) requires the Port Commission, acting in its capacity as the Local Contract Review Board, authorize solicitations and awards of contracts in excess of \$150,000. Port staff intends to open the RFP period following the completion of bid documents and legal review. Upon closing the RFP period, Port staff will review the proposals and make a recommendation for award to the Commission at the next regularly scheduled Board of Commissioners meeting.

The replacement of the six posts will be funded through the application of 2021 State of Oregon Short Line Railroad tax credits (1/3 of costs) and the Ports General Fund. Port staff requests the Commission authorize staff to issue a Request for Proposals (RFP) for the replacement of six severely deteriorated posts on spans 6 and 7 of the North Bend Swing Span Bridge.

President Kronsteiner asked about the timeline of the RFP, given the dire need of repairs. Mike Dunning stated that staff are working on the RFP right now and it will be released as soon as it is ready.

Upon a motion by Commissioner Garcia (second by Commissioner Hanson), the Board of Commissioners motioned to authorize Port staff to issue a Request for Proposals for the replacement of six severely deteriorated posts on spans 6 and 7 of the North Bend Swing Span Bridge. **Motion Passed.**

E. 2020Res16: Declaration of Emergency for Repairs to Rail Bridge at MP 739.14

On December 8, 2020, the CBRL track inspector identified two deteriorated pile caps at MP 739.14. Additionally, crews that were operating trains across the bridge at MP 739.14 were providing reports to the General Manager about a change in track conditions. The concerns were investigated, evaluated and photos and videos were taken. The General Manager was briefed and a decision to place a "Slow Order" on the bridge was made due to safety concerns. The "Slow Order" notification was added to the rail operations bulletin, and crews were verbally notified. On December 8, 2020, the Port's Rail Engineer of Record (EOR) recommended the immediate replacement of the two pile caps. Scott Partney Construction was contacted to provide an estimate for repairs. Partney has the caps in stock and stated that the work can be completed starting December 18, 2020. The estimate for this work is \$12,876.00.

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

Upon a motion by Commissioner Farm (second by Commissioner Hanson), the Board of Commissioners motioned to adopt resolution 2020Res16 ratifying the Declaration of Emergency by Chief Executive

Officer John Burns, including the execution of a contract with Coos Bay Rail Line, Inc and Scott Partney Construction to effect emergency repairs to the bridge at milepost 739.14 on the Coos Bay Rail Line. **Motion Passed.**

F. Maxwell Road Street Vacation

Per Oregon Revised Statutes 271.180 and 271.190, municipalities are required to seek approval from Ports and other adjoining property owners for proposed vacation of streets, alleys, and common public places within 5,000 feet of the harbor or pierhead 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 pierhead lines requires Port Commission approval.

Red Moon Development has requested the vacation to subdivide lots 200 and 4000, and approval from the City of North Bend to access that subdivision via Connecticut Avenue. The only properties potentially served by the section of Maxwell proposed for vacation are in the newly created subdivision; because the subdivision gains access from Connecticut, this section of Maxwell is no longer needed for access. *(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).*

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

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

Upon a motion by Commissioner Garcia (second by Commissioner Farm), the Board of Commissioners motioned to approve the request for consent from Red Moon Development to vacate the undeveloped 50' X 160' section of Maxwell Street. **Motion Passed.**

G. Assignment of Track Miles for 45G Tax Credit

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

The Short Line Railroad Rehabilitation and Investment Act, Section 45G of the Internal Revenue Code, creates an incentive for the private sector to invest in rail infrastructure by providing a tax credit of 50 cents for every dollar a railroad spends on track improvements. The credit is based on a track mile formula and is limited to \$3,500 per mile of rail line owned, leased, or assigned to such a Class II or Class III railroad at the end of the railroad's taxable year.

Mickelson & Company is able to assign the Port's 151-track miles solely for the purpose of the Section 45G credit for \$2,100 per track mile or \$317,100. The fee for this Agreement of Assignment is not to exceed 8% or \$25,368 which provides the Port with revenue of \$291,732. The funds will be deposited in the Port's General Fund and are used to offset overhead and other expenses related to the Port's ownership of the rail line.

Mickelson & Company has worked with the Port since 2013 and has provided exemplary service in the marketing and assignment of the Port's 45G Tax Credit.

Upon a motion by Commissioner Garcia (second by Commissioner Hanson), the Board of Commissioners motioned to approve agreement to assign track miles for purpose of receiving tax credit revenue under Section 45G of the Internal Revenue Code, including signature authority for the Port Chief Executive Officer to execute the document. **Motion Passed.**

8. **OTHER**

9. **COMMISSION COMMENTS**

10. **NEXT MEETING DATE** – Tuesday, January 19, 2021, 3:00 p.m.

11. **ADJOURN**

President Kronsteiner adjourned the meeting at 3:36 p.m.



M E M O R A N D U M

To: John Burns, Chief Executive Officer
From: Mary Green, Accounting Clerk
Date: February 8, 2021
Subject: Invoices Paid for Commission Approval through January 2021

A/P checks issued per NetSuite financial system	1,026,295.77
Payroll disbursement per Umpqua Bank statement	123,257.38
Misc electronic disbursements per Umpqua Bank statement	42,259.49

Total December Disbursements **\$ 1,191,812.64**

A/P checks issued per NetSuite financial system	452,848.73
Payroll disbursement per Umpqua Bank statement	125,997.04
Misc electronic disbursements per Umpqua Bank statement	83,295.78

Total January Disbursements **\$ 662,141.55**

Total December and January Disbursements **\$ 1,853,954.19**



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Megan Richardson, Accounting Manager

DATE: February 8, 2021

SUBJECT: December 2020 and January 2021 Contracts Awarded

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

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

Contract	Description	Cost
Stantec Consulting	Bridge Rehab Project Engineering and Construction Management Task Orders 36-43	\$2,012,421.00
Scott Partney	Replace Pile Caps at Bents #18 & 19 MP739.14	\$12,876.00
Total Contracts Awarded for December 2020:		\$2,025,297.00

Contract	Description	Cost
JD McGee, Inc.	Vaughn Viaduct Survey Work	\$13,500.00
Rick Franklin Corporation	On Call Track Repair Section #1 MP650-687	\$150,000.00
Rick Franklin Corporation	On Call Track Repair Section #2 MP687-725	\$150,000.00
Rick Franklin Corporation	On Call Track Repair Section #3 MP725-770	\$150,000.00
West Coast Contractors	Change Order 1 – Additional Repairs	\$94,096.46
Total Contracts Awarded for January 2021:		\$557,596.46

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: February 8, 2021
SUBJECT: Administrative Services Management Report

Upcoming Scheduled Meetings and Events:

- President Day - Offices Closed: Monday, February 15
- February Regular Commission Meeting: Tuesday, February 16, 3:00 pm

Records Management: Krystal and I have spent much of this last month organizing, archiving, and transferring files to a new organized electronic file structure that is easier for all staff to use and understand; minimizes search time, clicking and diving into folders; resolves redundancy; and is not highly affected by personnel turnover or change in Port structure.

COVID-19 Precautions: The Port continues to follow the utmost precautions to help prevent the spread of COVID-19 amongst staff and the public:

- Most office staff are working remotely while Coos County is in Extreme Risk.
- All employees are required to wear masks when around others and when in common areas.
- Common areas are disinfected daily, if not multiple times a day.
- Port/Rail and Marina offices remain closed to the public (customers continue to be serviced telephonically).
- The Port Administrative Office Staff and Charleston Marina Staff conduct daily health checks and COVID symptom questionnaires to ensure the safety and well-being of the public and other employees.

Public Meetings: Due to COVID and social distancing requirements, Port of Coos Bay public meetings will continue to be provided virtually to the public. The public may observe the meetings live via YouTube. Each public meeting notice will provide instructions on how to submit public comment or testimony in advance of the meeting. These virtual meetings will also be recorded with links to prior meetings posted on the Port's website.

Statement of Economic Interest Reminder: The Port of Coos Bay Commissioners are required to file an Annual Verified Statement of Economic Interest with the Oregon Government Ethics Commission by April 15 of each year. Please be prepared to receive a notice from the Oregon Government Ethics Commission and to complete the form by April 15.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer
FROM: Megan Richardson, Director of Finance
DATE: February 8, 2021
SUBJECT: Accounting & Finance Management Report

We hereby present December and December Year-to-Date [06 months] financial results for the Port.

Operating Revenue:

Total operating revenues were \$219K which was \$27K less than budget. All departments reported revenues that met or exceeded budget this period except External Affairs and Charleston. Charleston's shortfall is due to the reduction in moorage and lower than expected travel lift. Evaluating the shortfall in ice sales is significant, but overstated due to the allocation percentage applied to the ice sales line item this fiscal year. Ice sales were allocated evenly across the ten months that ice sales were anticipated this fiscal year. This created an unrealistic expectation for December 2020. Last fiscal year the projected Ice Sales for this same period was 3% of the overall projected ice revenue for FY 2019/20. Applying last fiscal year's December allocation percentage for December 2020, the ice sales shortfall would have totaled \$8K, compared to \$29K revenue shortfall using the current even allocation. The moorage reduction was anticipated as annual and semi-annual had been exceeding budget for the first five months of the fiscal year. Railroad operations exceeded this month's budget by \$15K. They moved 499 cars this month compared to the budgeted average of 417 car movements.

Operating Expense:

Operating expenses totaled \$340K, which was \$36K less than budget. All departments remained within budget this month except Rail Ops. Rail Ops overage is due to the timing of professional services related to engineering and the firm that brokers the sale of the tax credits for the Port. Charleston remains focused on completing dredging during this time and this will account for most of the underspending in repairs and maintenance. It is expected repairs and maintenance will show in future periods when maintenance staff has completed dredging and is able to return their focus to the Marina.

Operating Result:

The Port ended December with a \$120K deficit against a planned deficit of \$129K which was better than plan by \$9K. All departments performed better than plan except for Rail Ops and Charleston.

Other Income & Expense:

Total other revenues totaled \$408K, which is greater than budget by \$122K. The property tax for year to date is on schedule, and the additional tax received this period is for the sale of the federal 45G tax credit. This is an additional \$348K in unanticipated revenue received. Other expenses totaled \$18K in December, which was \$65K less than plan. The underspending of other expenses is related to Debt Service and Capital Outlays. Capital Outlay is underspent due to the timing of capital projects.

Net Result & Year to Date:

December net result amounted to a gain of \$267K compared to a budgeted net loss of \$73K resulting in a \$196K positive variance. Year to date net result amounted to a gain of \$888K compared to a budgeted loss of \$721K resulting in a positive variance of \$1.6 Million. 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 January month end were \$4,716,190.32 which is a decrease of \$828K from December, with interest earnings of \$2,167.75. 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 0.75% pa.

The Finance department has completed the annual audit for fiscal year 2019/20. This year we reported an unmodified opinion and no findings on the general-purpose financial statements. However, in relation to the compliance for the major federal program and report on internal control over compliance the federal awards, we had two findings. The first finding was a “Material Weakness in Internal Controls over Compliance and Instance of Non-Compliance” in reporting. The quarterly reports did not reconcile to the actual expenses. This error was found internally and corrected on the following quarterly report under the new grant management team prior to audit. The second finding was “Significant Deficiency in Internal Controls over Compliance and Instance of Non-Compliance” in Suspension and Debarment. During the contracting process we are required to verify that the contractor does not have any exclusions and is therefore eligible to work on federally funded projects. The Port verified that Scott Partney Construction had no exclusions at the state level but failed to verify at the federal level. This was corrected once the finding was discovered by the auditors. In addition, this has been communicated to the project management team and our contractor prequalification process now includes this step. Neither of these findings are repeated findings.

February is the kickoff to the budget season for the Finance department. We will be completing the budget calendar this month to be included with the March commission packet. We are preparing for the very real possibility that this year’s budget will be put together with staff working remotely for at least part of the process. This will provide an additional challenge, but we are optimistic that by considering and planning for that possibility now it will facilitate a smoother budget process.

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



	Current Period				Same Month Last Year			Year to Date				Year End						
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD						
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff	
1	Operating Income																	
2	Administration	1,360	1,360	-	0%	1,360	0	0%	8,169	8,160	9	0%	8,159	10	0%	25,045	25,036	0%
3	External Affairs	0	33	(33)	(100%)	18	(18)	(100%)	115	200	(85)	(42%)	446	(331)	(74%)	315	400	(21%)
5	Port Operations	22,610	20,411	2,199	11%	68,573	(45,964)	(67%)	99,353	122,463	(23,110)	(19%)	376,621	(277,268)	(74%)	221,816	244,926	(9%)
6	Railroad Operations	67,622	52,601	15,021	29%	46,127	21,495	47%	415,546	421,172	(5,625)	(1%)	372,207	43,339	12%	874,784	880,410	(1%)
8	Charleston Operations																	
9	Building & Dock Leases	23,022	18,333	4,689	26%	16,221	6,801	42%	114,608	110,000	4,608	4%	95,589	19,018	20%	224,608	220,000	2%
11	Marina	65,875	79,131	(13,256)	(17%)	63,592	2,283	4%	532,155	482,723	49,432	10%	539,366	(7,211)	(1%)	1,077,092	1,027,660	5%
12	Shipyard	19,251	21,050	(1,799)	(9%)	26,485	(7,234)	(27%)	127,746	126,300	1,446	1%	121,735	6,011	5%	254,046	252,600	1%
13	RV Park	16,717	17,754	(1,037)	(6%)	17,480	(763)	(4%)	235,041	222,931	12,110	5%	214,697	20,344	9%	349,610	337,500	4%
14	Ice Plant	532	30,037	(29,505)	(98%)	(75)	607	(809%)	16,486	120,146	(103,660)	(86%)	145,435	(128,949)	(89%)	196,705	300,365	(35%)
16	Travel Lift	2,009	5,000	(2,992)	(60%)	1,138	871	76%	19,673	30,000	(10,327)	(34%)	25,207	(5,534)	(22%)	49,673	60,000	(17%)
17	Other	462	542	(80)	(15%)	1,662	(1,200)	(72%)	8,281	3,250	5,031	155%	17,149	(8,868)	(52%)	11,531	6,500	77%
18	Total Charleston Operations	127,867	171,846	(43,980)	(26%)	126,503	1,364	1%	1,053,990	1,095,350	(41,360)	(4%)	1,159,178	(105,188)	(9%)	2,163,265	2,204,625	(2%)
19	Total Operating Income	219,459	246,252	(26,793)	(11%)	242,581	(23,123)	(10%)	1,577,173	1,647,345	(70,171)	(4%)	1,916,611	(339,438)	(18%)	3,285,225	3,355,397	(2%)
21	Operating Expenses																	
22	Administration	110,863	138,435	27,572	20%	95,530	(15,333)	(16%)	720,614	910,844	190,229	21%	1,308,808	588,194	45%	1,591,536	1,781,765	11%
23	External Affairs	21,286	22,384	1,098	5%	27,754	6,468	23%	125,967	139,469	13,501	10%	184,538	58,570	(32%)	265,436	278,938	(5%)
24	Port Development	16,263	26,058	9,795	38%	25,075	8,812	35%	111,401	169,217	57,816	34%	155,167	43,766	(28%)	280,618	338,434	(17%)
25	Port Operations	12,891	15,021	2,130	14%	18,530	5,640	30%	85,089	95,554	10,465	11%	131,232	46,143	(35%)	180,644	191,109	(5%)
26	Railroad Operations	52,597	13,481	(39,116)	(290%)	75,248	22,651	30%	65,335	80,888	15,553	19%	367,905	302,570	(82%)	146,222	161,775	(10%)
28	Charleston Operations	125,881	160,020	34,139	21%	164,219	38,339	23%	773,271	999,017	225,746	23%	1,049,368	276,097	(26%)	1,772,288	1,998,034	(11%)
29	Total Expenses	339,781	375,399	35,619	9%	406,357	66,576	16%	1,881,678	2,394,988	513,310	21%	3,197,017	1,315,339	41%	4,236,745	4,750,055	11%
31	Operating Results																	
32	Administration	(109,504)	(137,075)	27,571	(20%)	(94,170)	(15,333)	16%	(712,446)	(902,684)	190,238	(21%)	(1,300,649)	588,204	(45%)	(1,566,491)	(1,756,729)	(11%)
33	External Affairs	(21,286)	(22,351)	1,065	(5%)	(27,736)	6,450	(23%)	(125,852)	(139,269)	13,416	(10%)	(184,092)	58,239	(32%)	(265,121)	(278,538)	(5%)
34	Port Development	(16,263)	(26,058)	9,795	(38%)	(25,075)	8,812	(35%)	(111,401)	(169,217)	57,816	(34%)	(155,167)	43,766	(28%)	(280,618)	(338,434)	(17%)
35	Port Operations	9,719	5,390	4,330	80%	50,043	(40,324)	(81%)	14,264	26,909	(12,645)	(47%)	245,389	(231,126)	(94%)	41,172	53,817	(23%)
36	Railroad Operations	15,025	39,120	(24,095)	(62%)	(29,121)	44,146	(152%)	350,211	340,284	9,927	3%	4,302	345,909	8040%	728,562	718,635	1%
38	Charleston Operations	1,986	11,826	(9,840)	(83%)	(37,716)	39,702	(105%)	280,719	96,333	184,386	191%	109,810	170,909	156%	390,977	206,591	89%
39	Totals Operating Results	(120,322)	(129,148)	8,825	(7%)	(163,775)	43,453	(27%)	(304,505)	(747,644)	443,139	(59%)	(1,280,406)	975,901	(76%)	(951,520)	(1,394,659)	(32%)
41	Tax Collected	376,579	273,396	103,183	38%	54,093	322,486	596%	2,054,377	1,706,480	347,897	20%	1,685,602	368,775	22%	2,989,502	2,641,605	13%
42	Financial Income	9,510	11,874	(2,364)	(20%)	12,034	(2,523)	(21%)	54,478	57,743	(3,266)	(6%)	80,099	(25,621)	(32%)	115,221	118,487	(3%)
43	Grant Income	12,855	0	12,855	-	0	12,855	-	48,783	5,400	43,383	803%	6,140	42,643	694%	75,783	32,400	134%
45	Other Income	8,668	0	8,668	-	750	7,918	1056%	32,398	0	32,398	-	22,210	10,188	46%	878,973	846,575	4%
46	Total Other Income	407,612	285,270	122,342	43%	66,877	340,735	509%	2,190,036	1,769,624	420,412	24%	1,794,051	395,985	22%	4,059,479	3,639,067	12%
48	Financial Expenses & Taxes	12,244	2,383	(9,860)	414%	4,036	(8,208)	203%	57,809	31,800	(26,009)	82%	29,100	(28,710)	99%	76,609	50,600	(51%)
49	Debt Service	6,030	23,812	17,783	(75%)	8,036	2,007	(25%)	854,355	1,370,934	516,578	(38%)	798,166	(56,190)	7%	997,230	1,513,808	34%
50	Capital Outlays	0	56,667	56,667	(100%)	0	0	-	84,908	340,000	255,092	(75%)	90,790	5,882	(6%)	424,908	680,000	38%
52	Total Other Expenses	18,273	82,862	64,589	(78%)	12,072	(6,201)	51%	997,073	1,742,734	745,660	(43%)	918,056	(79,018)	9%	1,498,748	2,244,408	(33%)
54	Net Result	269,017	73,260	195,757	(267%)	(108,971)	377,988	(347%)	888,458	(720,754)	1,609,212	223%	(404,411)	1,292,868	320%	1,609,212	0	(699657207%)

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

amounts in \$US dollars

Fund: General Fund Department: Administration Location: All Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	360	360	(0)	0%	360	0	0%	2,159	2,160	(1)	0%	2,159	0	0%	4,973	4,974	0%
4245 CCURA	1,000	1,000	0	0%	1,000	0	0%	6,000	6,000	0	0%	6,000	0	0%	12,000	12,000	0%
4290 Other	0	0	0	-	0	0	-	10	0	10	-	0	10	-	8,072	8,062	0%
Total Operating Income	1,360	1,360	(0)	0%	1,360	0	0%	8,169	8,160	9	0%	8,159	10	0%	25,045	25,036	0%
Expenses																	
Personnel Services																	
5005 Salaries	50,323	51,437	1,114	2%	42,130	(8,193)	-19%	351,979	334,444	(17,536)	-5%	261,185	(90,794)	-35%	686,423	668,887	-3%
5010 Other compensation	0	1,119	1,119	100%	0	0	-	0	47,194	47,194	100%	0	0	-	7,272	54,466	87%
5015 Overtime	0	38	38	100%	0	0	-	0	245	245	100%	121	121	100%	245	489	50%
5050 Merit Pool	0	1,305	1,305	100%	0	0	-	0	8,483	8,483	100%	0	0	-	8,483	16,966	50%
Total Compensation	50,323	53,899	3,576	7%	42,130	(8,193)	-19%	351,979	390,365	38,386	10%	261,306	(90,673)	-35%	702,422	740,808	5%
5100 Federal Payroll taxes	1,840	3,755	1,915	51%	2,185	346	16%	18,024	24,415	6,392	26%	15,044	(2,980)	-20%	42,438	48,830	13%
5105 State Payroll taxes	8	0	(8)	-	9	2	16%	62	0	(62)	-	62	0	1%	62	0	-
5110 Unemployment Insurance	230	698	468	67%	134	(97)	-72%	2,269	4,540	2,271	50%	1,519	(750)	-49%	6,809	9,080	25%
5115 Workers compensation	104	111	7	6%	85	(19)	-23%	(152)	724	876	121%	509	661	130%	572	1,448	60%
Total Payroll Taxes	2,182	4,565	2,382	52%	2,413	231	10%	20,203	29,679	9,476	32%	17,134	(3,069)	-18%	49,882	59,358	16%
5200 Medical insurance	7,684	6,753	(931)	-14%	3,927	(3,757)	-96%	46,103	43,907	(2,196)	-5%	19,635	(26,468)	-135%	90,010	87,814	-3%
5205 Dental insurance	922	1,144	222	19%	668	(254)	-38%	5,278	7,436	2,158	29%	4,005	(1,272)	-32%	12,714	14,872	15%
5215 Term life insurance	94	85	(9)	-10%	303	210	69%	807	552	(255)	-46%	2,185	1,378	63%	1,359	1,104	-23%
5220 Long Term Disability insurance	292	304	12	4%	0	(292)	-	1,360	1,977	616	31%	0	(1,360)	-	3,337	3,953	16%
5225 PERS Employer Contributions	4,774	10,399	5,625	54%	7,874	3,100	39%	48,140	67,615	19,474	29%	49,388	1,248	3%	115,755	135,229	14%
5230 PERS Employee Contributions	1,500	3,167	1,666	53%	2,475	974	39%	15,131	20,591	5,460	27%	15,523	392	3%	35,721	41,181	13%
Total Insured Benefits	15,266	21,851	6,585	30%	15,246	(20)	0%	116,819	142,077	25,257	18%	90,737	(26,083)	-29%	258,896	284,153	9%
Total Personnel Services	67,772	80,315	12,543	16%	59,789	(7,982)	-13%	489,001	562,121	73,119	13%	369,177	(119,825)	-32%	1,011,200	1,084,319	7%
Goods & Services																	
6005 Seminars & training	0	322	322	100%	571	571	100%	90	1,930	1,840	95%	2,216	2,126	96%	2,020	3,860	48%
6010 Educational reimbursement	0	0	0	-	0	0	-	0	0	0	-	6,582	6,582	100%	0	0	-
Total Staff Training	0	322	322	100%	571	571	100%	90	1,930	1,840	95%	8,798	8,708	99%	2,020	3,860	48%
6020 Travel - airfare	0	83	83	100%	0	0	-	0	500	500	100%	0	0	-	500	1,000	50%
6025 Travel - lodging & transportation	(572)	242	813	337%	0	572	-	0	1,450	1,450	100%	861	861	100%	1,450	2,900	50%
6030 Travel - Per Diem & mileage reimbursement	0	63	63	100%	14	14	100%	0	375	375	100%	1,116	1,116	100%	375	750	50%
6035 Meals & Entertainment	0	233	233	100%	2,395	2,395	100%	93	1,400	1,307	93%	5,628	5,535	98%	1,493	2,800	47%
Total Travel & Entertainment	(572)	621	1,192	192%	2,409	2,981	124%	93	3,725	3,632	98%	7,605	7,512	99%	3,818	7,450	49%
6050 Office supplies	412	750	338	45%	307	(105)	-34%	2,128	4,500	2,372	53%	4,706	2,579	55%	6,628	9,000	26%
6055 Kitchen supplies	102	355	253	71%	197	96	48%	989	2,128	1,139	54%	1,553	564	36%	3,117	4,256	27%
6060 IT supplies	2,250	667	(1,583)	-237%	201	(2,049)	-1020%	24,279	4,000	(20,279)	-507%	3,727	(20,553)	-552%	28,279	8,000	-253%

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

amounts in \$US dollars

Fund: General Fund

Department: Administration

Location: All

Budget: Adopted



Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6070 Postage & courier services	400	433	33	8%	121	(279)	-232%	1,656	2,600	944	36%	2,061	405	20%	4,256	5,200	18%
6080 Office lease	7,927	8,092	164	2%	7,726	(201)	-3%	47,564	48,550	986	2%	46,358	(1,205)	-3%	96,114	97,100	1%
6085 Office equipment lease	535	178	(356)	-200%	504	(31)	-6%	1,070	1,070	0	0%	1,007	(62)	-6%	2,140	2,140	0%
6087 Office equipment repairs & maintenance	118	375	257	69%	244	126	52%	941	2,250	1,309	58%	1,900	959	50%	3,191	4,500	29%
6090 IT SW subscriptions & licenses	18,458	11,018	(7,440)	-68%	9,610	(8,848)	-92%	57,145	66,110	8,965	14%	58,698	1,553	3%	123,255	132,220	7%
6095 Commission expenses	0	208	208	100%	291	291	100%	0	1,250	1,250	100%	2,077	2,077	100%	1,250	2,500	50%
Total Office Expense	30,202	22,076	(8,126)	-37%	19,201	(11,002)	-57%	135,771	132,458	(3,313)	-3%	122,087	(13,684)	-11%	268,229	264,916	-1%
6100 Telephone - landline	411	450	39	9%	399	(13)	-3%	2,399	2,700	301	11%	2,377	(22)	-1%	5,099	5,400	6%
6105 Telephone - mobile	452	780	328	42%	580	128	22%	2,547	4,680	2,133	46%	3,478	931	27%	7,227	9,360	23%
6110 Internet services	604	608	5	1%	604	0	0%	3,622	3,650	28	1%	3,622	0	0%	7,272	7,300	0%
6115 Cable TV	48	50	2	4%	50	2	3%	303	300	(3)	-1%	299	(4)	-1%	603	600	-1%
6130 Electricity	499	625	126	20%	625	125	20%	2,961	3,750	789	21%	3,413	452	13%	6,711	7,500	11%
Total Utilities	2,015	2,513	499	20%	2,257	242	11%	11,832	15,080	3,248	22%	13,188	1,356	10%	26,912	30,160	11%
6200 Temporary/Contract help	4,618	2,900	(1,718)	-59%	0	(4,618)	-	24,726	17,400	(7,326)	-42%	0	(24,726)	-	42,126	34,800	-21%
6205 Janitorial services	484	485	2	0%	484	0	0%	2,901	2,910	9	0%	2,901	0	0%	5,811	5,820	0%
6215 Payroll services	609	867	257	30%	634	25	4%	3,394	5,200	1,806	35%	3,561	167	5%	8,594	10,400	17%
6245 Legal advertising	0	167	167	100%	0	0	-	0	1,000	1,000	100%	387	387	100%	1,000	2,000	50%
6250 Legal services	4,218	12,500	8,282	66%	1,449	(2,769)	-191%	14,777	75,000	60,223	80%	733,711	718,934	98%	89,777	150,000	40%
6255 Auditing	0	4,583	4,583	100%	6,325	6,325	100%	24,650	27,500	2,850	10%	33,575	8,925	27%	52,150	55,000	5%
6260 Consulting services	0	83	83	100%	0	0	-	0	500	500	100%	275	275	100%	500	1,000	50%
6265 Recruiting services	0	208	208	100%	0	0	-	0	1,250	1,250	100%	109	109	100%	1,250	2,500	50%
6290 Commercial insurance	1,518	1,733	214	12%	1,506	(12)	-1%	10,214	10,395	181	2%	8,951	(1,262)	-14%	20,609	20,790	1%
Total Professional Services	11,446	23,526	12,079	51%	10,398	(1,048)	-10%	80,662	141,155	60,493	43%	783,471	702,809	90%	221,817	282,310	21%
6351 Awards & Recognitions	0	313	313	100%	0	0	-	2,475	1,875	(600)	-32%	2,575	100	4%	4,350	3,750	-16%
Total Marketing Expense	0	313	313	100%	0	0	-	2,475	1,875	(600)	-32%	2,575	100	4%	4,350	3,750	-16%
6405 Safety/hazardous materials	0	0	0	-	0	0	-	504	0	(504)	-	0	(504)	-	504	0	-
6430 Equipment Rental	0	0	0	-	723	723	100%	0	0	0	-	1,446	1,446	100%	0	0	-
6450 Fuel - Gas	0	250	250	100%	181	181	100%	89	1,500	1,411	94%	388	299	77%	1,589	3,000	47%
Total Operational Expense	0	250	250	100%	904	904	100%	593	1,500	907	60%	1,834	1,241	68%	2,093	3,000	30%
6500 Repairs & maintenance equipment	0	0	0	-	0	0	-	0	0	0	-	0	0	-	0	0	-
6505 Repairs & maintenance vehicles	0	42	42	100%	0	0	-	0	250	250	100%	12	12	100%	250	500	50%
6510 Repairs & maintenance buildings	0	125	125	100%	0	0	-	92	750	658	88%	59	(33)	-57%	842	1,500	44%
Total Repair and Maintenance	0	167	167	100%	0	0	-	98	1,000	902	90%	73	(26)	-35%	1,098	2,000	45%
6599 Budget Contingency	0	8,333	8,333	100%	0	0	-	0	50,000	50,000	100%	0	0	-	50,000	100,000	50%
Total Goods & Services	43,092	58,120	15,029	26%	35,741	(7,351)	-21%	231,613	348,723	117,110	34%	939,632	708,019	75%	580,336	697,446	17%
Total Expenses	110,863	138,435	27,572	20%	95,530	(15,333)	-16%	720,614	910,844	190,229	21%	1,308,808	588,194	45%	1,591,536	1,781,765	11%
Operating Results	(109,504)	(137,075)	27,571	-20%	(94,170)	(15,333)	16%	(712,446)	(902,684)	190,238	-21%	(1,300,649)	588,204	-45%	(1,566,491)	(1,756,729)	-11%

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

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Fund: General Fund

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Administration	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Other Income & Expenses																	
Other Income																	
4405 Property Taxes - Current Year	57,413	271,146	(213,733)	-79%	52,382	5,031	10%	1,688,924	1,681,105	7,819	0%	1,641,906	47,017	3%	1,815,459	1,807,640	0%
4410 Property Taxes - Prior Years	2,066	2,250	(184)	-8%	1,711	355	21%	48,244	25,375	22,869	90%	43,602	4,643	11%	72,869	50,000	46%
4505 Interest - Bank	2,136	4,500	(2,364)	-53%	4,660	(2,523)	-54%	10,234	13,500	(3,266)	-24%	35,855	(25,621)	-71%	26,734	30,000	-11%
4506 Interest - Southport Note	1,990	2,143	(152)	-7%	2,149	(159)	-7%	12,143	12,855	(712)	-6%	13,091	(948)	-7%	24,999	25,711	-3%
4515 Principal Repayment - Southport Note	5,384	5,231	152	3%	5,225	159	3%	32,100	31,388	712	2%	31,153	948	3%	63,488	62,776	1%
4695 Grants Received - Other	12,855	0	12,855	-	0	12,855	-	48,783	0	48,783	-	0	48,783	-	48,783	0	-
4815 Transfer - RF	0	0	0	-	0	0	-	0	0	0	-	0	0	-	201,575	201,575	0%
4905 Other	0	0	0	-	0	0	-	8	0	8	-	2	7	437%	8	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	22,349	0	22,349	-	0	22,349	-	22,349	0	-
Total Other Income	81,844	285,270	(203,426)	-71%	66,127	15,717	24%	1,862,786	1,764,224	98,562	6%	1,765,608	97,178	6%	2,276,264	2,177,702	5%
Other Expenses																	
Taxes & Misc Expenses																	
6705 Grant expenses	0	0	0	-	0	0	-	35	0	(35)	-	0	(35)	-	35	0	-
6740 Merchant fees	1,769	1,500	(269)	-18%	1,316	(452)	-34%	16,050	16,500	450	3%	15,051	(999)	-7%	29,550	30,000	1%
6745 Banking fees	(100)	50	150	300%	0	100	50025%	(89)	300	389	130%	12	101	871%	211	600	65%
6755 Insurance Claims	0	0	0	-	0	0	-	20,294	0	(20,294)	-	0	(20,294)	-	20,294	0	-
Total Taxes & Misc Expenses	1,669	1,550	(119)	-8%	1,316	(352)	-27%	36,290	16,800	(19,490)	-116%	15,063	(21,228)	-141%	50,090	30,600	-64%
Debt Services																	
7020 Principal repayment - Vehicles	818	4,382	3,564	81%	786	(32)	-4%	4,864	26,293	21,429	82%	786	(4,078)	-519%	31,157	52,586	41%
7025 Interest payment - Vehicles	159	503	344	68%	191	32	17%	999	3,019	2,020	67%	191	(808)	-423%	4,018	6,038	33%
Total Debt Services	977	4,885	3,908	80%	977	0	0%	5,862	29,312	23,450	80%	977	(4,885)	-500%	35,174	58,624	40%
Total Other Expenses	2,646	6,435	3,790	59%	2,293	(352)	-15%	42,153	46,112	3,959	9%	16,040	(26,113)	-163%	85,265	89,224	4%
Net Other Income	79,198	278,835	(199,636)	-72%	63,833	15,365	24%	1,820,633	1,718,112	102,522	6%	1,749,569	71,065	4%	2,191,000	2,088,478	5%
Net Result	(30,305)	141,760	(172,065)	-121%	(30,337)	32	0%	1,108,188	815,428	292,760	36%	448,919	659,268	147%	624,508	331,748	88%

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

amounts in \$US dollars

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



External Affairs	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4180 Merchandise	0	0	0	-	18	(18)	-100%	40	0	40	-	446	(406)	-91%	40	0	-
4290 Other	0	33	(33)	-100%	0	0	-	75	200	(125)	-62%	0	75	-	275	400	-31%
Total Operating Income	0	33	(33)	-100%	18	(18)	-100%	115	200	(85)	-42%	446	(331)	-74%	315	400	-21%
Expenses																	
Personnel Services																	
5005 Salaries	6,641	6,639	(2)	0%	10,412	3,771	36%	40,773	43,165	2,392	6%	62,812	22,039	35%	83,938	86,330	3%
5010 Other compensation	0	192	192	100%	0	0	-	0	1,245	1,245	100%	0	0	-	1,245	2,490	50%
Total Compensation	6,641	6,830	190	3%	10,412	3,771	36%	40,773	44,410	3,637	8%	62,812	22,039	35%	85,183	88,820	4%
5100 Federal Payroll taxes	504	523	18	4%	790	285	36%	3,098	3,398	300	9%	4,766	1,668	35%	6,495	6,795	4%
5105 State Payroll taxes	1	0	(1)	-	3	2	55%	9	0	(9)	-	21	12	56%	9	0	-
5110 Unemployment Insurance	0	84	84	100%	0	0	-	4	548	544	99%	600	596	99%	551	1,095	50%
5115 Workers compensation	26	16	(11)	-67%	49	23	46%	157	102	(55)	-54%	293	135	46%	259	204	-27%
Total Payroll Taxes	532	622	91	15%	842	310	37%	3,268	4,047	779	19%	5,679	2,411	42%	7,315	8,094	10%
5200 Medical insurance	1,133	995	(137)	-14%	1,453	320	22%	6,796	6,473	(324)	-5%	8,715	1,919	22%	13,269	12,945	-2%
5205 Dental insurance	105	126	22	17%	154	50	32%	628	822	194	24%	927	299	32%	1,450	1,644	12%
5215 Term life insurance	12	11	(1)	-9%	83	72	86%	112	70	(42)	-59%	428	316	74%	182	140	-30%
5220 Long Term Disability insurance	41	38	(3)	-8%	0	(41)	-	207	249	41	17%	0	(207)	-	456	497	8%
5225 PERS Employee Contributions	1,268	1,267	(0)	0%	1,988	720	36%	8,227	8,240	13	0%	12,483	4,256	34%	16,467	16,480	0%
5230 PERS Employer Contributions	398	398	(0)	0%	625	226	36%	2,586	2,590	4	0%	3,923	1,338	34%	5,176	5,180	0%
Total Insured Benefits	2,957	2,837	(120)	-4%	4,303	1,346	31%	18,555	18,443	(112)	-1%	26,476	7,920	30%	36,998	36,886	0%
Total Personnel Services	10,129	10,289	160	2%	15,556	5,427	35%	62,597	66,900	4,303	6%	94,967	32,370	34%	129,497	133,800	3%
Goods & Services																	
6020 Travel - airfare	0	42	42	100%	0	0	-	0	250	250	100%	1,437	1,437	100%	250	500	50%
6025 Travel - lodging & transportation	0	108	108	100%	61	61	100%	0	650	650	100%	3,296	3,296	100%	650	1,300	50%
6030 Travel - Per Diem & mileage reimbursement	0	65	65	100%	230	230	100%	0	387	387	100%	1,728	1,728	100%	388	775	50%
6035 Meals & Entertainment	0	75	75	100%	345	345	100%	0	450	450	100%	478	478	100%	450	900	50%
Total Travel & Entertainment	0	290	290	100%	636	636	100%	0	1,737	1,737	100%	6,939	6,939	100%	1,738	3,475	50%
6050 Office supplies	0	42	42	100%	0	0	-	13	250	237	95%	183	170	93%	263	500	47%
6075 Memberships & dues	4,508	2,302	(2,206)	-96%	2,069	(2,439)	-118%	16,049	13,811	(2,237)	-16%	12,995	(3,054)	-24%	29,860	27,622	-8%
Total Office Expense	4,508	2,344	(2,165)	-92%	2,069	(2,439)	-118%	16,061	14,061	(2,000)	-14%	13,177	(2,884)	-22%	30,123	28,122	-7%
6270 Contracted Services	0	120	120	100%	0	0	-	707	720	13	2%	16	(691)	-4317%	1,427	1,440	1%
Total Professional Services	0	120	120	100%	0	0	-	707	720	13	2%	16	(691)	-4317%	1,427	1,440	1%

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

amounts in \$US dollars

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



External Affairs	Current Period				Same Month Last Year			Year to Date						Year End			
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6310 Marketing supplies	10	396	386	97%	279	269	96%	190	2,375	2,185	92%	3,327	3,137	94%	2,565	4,750	46%
6315 Advertising	0	1,858	1,858	100%	2,384	2,384	100%	6,171	11,150	4,979	45%	9,759	3,588	37%	17,321	22,300	22%
6320 Cargo recruitment & development	0	0	0	-	427	427	100%	0	0	0	-	2,661	2,661	100%	0	0	-
6340 Legislative support	6,639	6,700	62	1%	6,403	(236)	-4%	38,792	40,200	1,409	4%	39,934	1,143	3%	78,992	80,400	2%
6345 Community affairs	0	388	388	100%	0	0	-	1,450	2,325	875	38%	13,757	12,308	89%	3,775	4,650	19%
Total Marketing Expense	6,649	9,342	2,693	29%	9,493	2,844	30%	46,603	56,050	9,447	17%	69,439	22,836	33%	102,653	112,100	8%
Total Goods & Services	11,157	12,095	938	8%	12,198	1,041	9%	63,371	72,569	9,198	13%	89,571	26,200	29%	135,939	145,137	6%
Total Expenses	21,286	22,384	1,098	5%	27,754	6,468	23%	125,967	139,469	13,501	10%	184,538	58,570	32%	265,436	278,938	5%
Operating Results	(21,286)	(22,351)	1,065	-5%	(27,736)	6,450	-23%	(125,852)	(139,269)	13,416	-10%	(184,092)	58,239	-32%	(265,121)	(278,538)	-5%
Other Income & Expenses																	
Other Income																	
Net Result	(21,286)	(22,351)	1,065	-5%	(27,736)	6,450	-23%	(125,852)	(139,269)	13,416	-10%	(184,092)	58,239	-32%	(265,121)	(278,538)	-5%

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

amounts in \$US dollars



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

Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	9,328	9,311	17	0%	9,246	83	1%	55,640	55,866	(226)	0%	55,588	52	0%	111,505	111,731	0%
4010 Property Agreements	13,281	11,100	2,182	20%	13,023	259	2%	43,713	66,597	(22,884)	-34%	43,203	510	1%	110,311	133,195	-17%
4240 Project Management Fees	0	0	0	-	46,305	(46,305)	-100%	0	0	0	-	277,830	(277,830)	-100%	0	0	-
Total Operating Income	22,610	20,411	2,199	11%	68,573	(45,964)	-67%	99,353	122,463	(23,110)	-19%	376,621	(277,268)	-74%	221,816	244,926	-9%
Expenses																	
Personnel Services																	
5005 Salaries	8,846	7,752	(1,094)	-14%	13,035	4,189	32%	51,977	50,402	(1,576)	-3%	80,687	28,710	36%	102,379	100,803	-2%
5010 Other compensation	0	224	224	100%	0	0	-	0	1,454	1,454	100%	0	0	-	1,454	2,908	50%
Total Compensation	8,846	7,975	(871)	-11%	13,035	4,189	32%	51,977	51,855	(122)	0%	80,687	28,710	36%	103,833	103,711	0%
5100 Federal Payroll taxes	677	610	(67)	-11%	997	320	32%	3,976	3,967	(9)	0%	6,173	2,196	36%	7,943	7,934	0%
5105 State Payroll taxes	1	0	(1)	-	3	2	60%	9	0	(9)	-	20	11	56%	9	0	-
5110 Unemployment Insurance	0	84	84	100%	0	0	-	0	548	548	100%	71	71	100%	547	1,095	50%
5115 Workers compensation	26	18	(8)	-43%	41	15	37%	157	120	(38)	-32%	248	91	37%	277	239	-16%
Total Payroll Taxes	704	713	9	1%	1,041	337	32%	4,142	4,634	492	11%	6,512	2,370	36%	8,776	9,268	5%
5200 Medical insurance	0	0	0	-	0	0	-	0	0	0	-	3,927	3,927	100%	0	0	-
5205 Dental insurance	50	126	77	61%	204	154	76%	244	822	578	70%	1,226	981	80%	1,066	1,644	35%
5215 Term life insurance	12	11	(1)	-9%	105	93	89%	119	70	(49)	-69%	628	510	81%	189	140	-35%
5220 Long Term Disability insurance	48	45	(4)	-8%	0	(48)	-	242	291	49	17%	0	(242)	-	532	581	8%
5225 PERS Employee Contributions	1,689	1,480	(209)	-14%	2,488	800	32%	10,440	9,622	(818)	-9%	16,106	5,666	35%	20,061	19,243	-4%
5230 PERS Employer Contributions	531	465	(66)	-14%	782	251	32%	3,281	3,024	(257)	-9%	5,062	1,781	35%	6,305	6,048	-4%
Total Insured Benefits	2,329	2,127	(203)	-10%	3,579	1,250	35%	14,326	13,828	(498)	-4%	26,949	12,623	47%	28,154	27,656	-2%
Total Personnel Services	11,880	10,815	(1,065)	-10%	17,656	5,776	33%	70,446	70,317	(128)	0%	114,148	43,703	38%	140,763	140,635	0%
Goods & Services																	
6020 Travel - airfare	0	83	83	100%	0	0	-	0	500	500	100%	1,002	1,002	100%	500	1,000	50%
6025 Travel - lodging & transportation	0	292	292	100%	0	0	-	0	1,750	1,750	100%	4,179	4,179	100%	1,750	3,500	50%
6030 Travel - Per Diem & mileage reimbursement	0	42	42	100%	0	0	-	0	250	250	100%	2,468	2,468	100%	250	500	50%
6035 Meals & Entertainment	0	21	21	100%	0	0	-	16	125	109	87%	263	247	94%	141	250	44%
Total Travel & Entertainment	0	438	438	100%	0	0	-	16	2,625	2,609	99%	7,913	7,897	100%	2,641	5,250	50%
6130 Electricity	151	142	(9)	-7%	151	0	0%	780	850	70	8%	702	(78)	-11%	1,630	1,700	4%
6155 Environmental Remediation/Mitigation/Monitoring	0	208	208	100%	0	0	-	74	1,250	1,176	94%	379	305	81%	1,324	2,500	47%
Total Utilities	151	350	199	57%	151	0	0%	854	2,100	1,246	59%	1,081	227	21%	2,954	4,200	30%

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

amounts in \$US dollars

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



Port Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6270 Contracted Services	0	167	167	100%	0	0	-	1,775	1,000	(775)	-78%	1,694	(81)	-5%	2,775	2,000	-39%
6290 Commercial insurance	798	848	50	6%	723	(74)	-10%	4,785	5,087	302	6%	4,339	(446)	-10%	9,872	10,174	3%
Total Professional Services	798	1,015	217	21%	723	(74)	-10%	6,560	6,087	(473)	-8%	6,034	(526)	-9%	12,647	12,174	-4%
6400 Small equipment & tools	0	42	42	100%	0	0	-	0	250	250	100%	0	0	-	250	500	50%
6405 Safety/hazardous materials	0	633	633	100%	0	0	-	6,686	3,800	(2,886)	-76%	760	(5,927)	-780%	10,486	7,600	-38%
6410 Signage	0	83	83	100%	0	0	-	0	500	500	100%	0	0	-	500	1,000	50%
6415 Clothing	0	21	21	100%	0	0	-	0	125	125	100%	0	0	-	125	250	50%
6450 Fuel - Gas	0	0	0	-	0	0	-	0	0	0	-	88	88	100%	0	0	-
Total Operational Expense	0	779	779	100%	0	0	-	6,686	4,675	(2,011)	-43%	848	(5,838)	-688%	11,361	9,350	-22%
6510 Repairs & maintenance buildings	62	417	354	85%	0	(62)	-	62	2,500	2,438	98%	25	(37)	-149%	2,562	5,000	49%
6515 Repairs & maintenance land improvements	0	708	708	100%	0	0	-	0	4,250	4,250	100%	0	0	-	4,250	8,500	50%
6520 Repairs & maintenance docks	0	208	208	100%	0	0	-	126	1,250	1,124	90%	48	(77)	-159%	1,376	2,500	45%
6575 Waterway Leases	0	208	208	100%	0	0	-	0	1,250	1,250	100%	1,135	1,135	100%	1,250	2,500	50%
6580 Permits	0	83	83	100%	0	0	-	339	500	161	32%	0	(339)	-	839	1,000	16%
Total Repair and Maintenance	62	1,625	1,563	96%	0	(62)	-	527	9,750	9,223	95%	1,208	681	56%	10,277	19,500	47%
Total Goods & Services	1,011	4,206	3,195	76%	874	(136)	-16%	14,644	25,237	10,593	42%	17,084	2,440	14%	39,881	50,474	21%
Total Expenses	12,891	15,021	2,130	14%	18,530	5,640	30%	85,089	95,554	10,465	11%	131,232	46,143	35%	180,644	191,109	5%
Operating Results	9,719	5,390	4,330	80%	50,043	(40,324)	-81%	14,264	26,909	(12,645)	-47%	245,389	(231,126)	-94%	41,172	53,817	-23%
4905 Other	0	0	0	-	750	(750)	-100%	0	0	0	-	750	(750)	-100%	0	0	-
Total Other Income	0	0	0	-	750	(750)	-100%	0	0	0	-	750	(750)	-100%	0	0	-
Taxes & Misc Expenses																	
Net Other Income	0	0	0	-	750	(750)	-100%	0	0	0	-	750	(750)	-100%	0	0	-
Net Result	9,719	5,390	4,330	80%	50,793	(41,074)	-81%	14,264	26,909	(12,645)	-47%	246,139	(231,876)	-94%	41,172	53,817	-23%

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

amounts in \$US dollars

Fund: General Fund

Department: Port Development

Location: All

Budget: Adopted



Port Development	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019				Jul 2020 - Dec 2020		Prior FYTD vs Current FYTD		Jul 2020 - Jun 2021				
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
Expenses																	
Personnel Services																	
5005 Salaries	10,676	17,052	6,376	37%	18,982	8,306	44%	72,908	110,872	37,963	34%	113,506	40,598	36%	183,780	221,743	17%
5010 Other compensation	0	489	489	100%	0	0	-	0	3,179	3,179	100%	0	0	-	3,179	6,358	50%
Total Compensation	10,676	17,541	6,865	39%	18,982	8,306	44%	72,908	114,051	41,143	36%	113,506	40,598	36%	186,959	228,101	18%
5100 Federal Payroll taxes	805	1,342	537	40%	1,447	642	44%	5,510	8,725	3,214	37%	8,678	3,168	37%	14,235	17,449	18%
5105 State Payroll taxes	3	0	(3)	-	5	3	49%	19	0	(19)	-	32	12	39%	19	0	-
5110 Unemployment Insurance	0	253	253	100%	181	181	100%	430	1,642	1,211	74%	1,212	782	64%	2,072	3,284	37%
5115 Workers compensation	26	240	213	89%	41	15	37%	157	1,558	1,401	90%	248	91	37%	1,715	3,116	45%
Total Payroll Taxes	834	1,834	1,000	55%	1,675	841	50%	6,117	11,924	5,807	49%	10,171	4,053	40%	18,042	23,849	24%
5200 Medical insurance	1,837	1,614	(223)	-14%	1,020	(816)	-80%	11,021	10,496	(525)	-5%	6,122	(4,898)	-80%	21,516	20,991	-3%
5205 Dental insurance	150	241	91	38%	100	(50)	-50%	897	1,565	668	43%	598	(299)	-50%	2,463	3,131	21%
5215 Term life insurance	23	32	9	28%	150	127	84%	259	210	(48)	-23%	599	340	57%	469	421	-11%
5220 Long Term Disability insurance	65	98	33	34%	0	(65)	-	405	638	234	37%	0	(405)	-	1,044	1,277	18%
5225 PERS Employee Contributions	2,038	3,255	1,217	37%	2,279	241	11%	14,926	21,165	6,239	29%	14,797	(130)	-1%	36,092	42,331	15%
5230 PERS Employer Contributions	641	1,023	383	37%	716	76	11%	4,692	6,652	1,961	29%	4,651	(41)	-1%	11,344	13,305	15%
Total Insured Benefits	4,753	6,264	1,511	24%	4,266	(487)	-11%	32,199	40,728	8,529	21%	26,767	(5,433)	-20%	72,927	81,456	10%
Total Personnel Services	16,263	25,639	9,376	37%	24,922	8,660	35%	111,225	166,703	55,478	33%	150,443	39,219	26%	277,928	333,406	17%
Goods & Services																	
6020 Travel - airfare	0	0	0	-	0	0	-	0	0	0	-	60	60	100%	0	0	-
6025 Travel - lodging & transportation	0	38	38	100%	0	0	-	0	225	225	100%	1,526	1,526	100%	225	450	50%
6030 Travel - Per Diem & mileage reimbursement	0	84	84	100%	78	78	100%	0	506	506	100%	2,139	2,139	100%	506	1,011	50%
6035 Meals & Entertainment	0	24	24	100%	0	0	-	0	146	146	100%	170	170	100%	146	292	50%
Total Travel & Entertainment	0	146	146	100%	78	78	100%	0	876	876	100%	3,894	3,894	100%	877	1,753	50%
6075 Memberships & dues	0	0	0	-	75	75	100%	0	0	0	-	300	300	100%	0	0	-
Total Office Expense	0	0	0	-	75	75	100%	0	0	0	-	300	300	100%	0	0	-
6245 Legal advertising	0	167	167	100%	0	0	-	176	1,000	824	82%	0	(176)	-	1,176	2,000	41%
Total Professional Services	0	167	167	100%	0	0	-	176	1,000	824	82%	0	(176)	-	1,176	2,000	41%

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

amounts in \$US dollars

Fund: General Fund

Department: Port Development

Location: All

Budget: Adopted



Port Development	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6405 Safety/hazardous materials	0	0	0	-	0	0	-	0	0	0	-	175	175	100%	0	0	-
6415 Clothing	0	106	106	100%	0	0	-	0	638	638	100%	0	0	-	638	1,275	50%
6450 Fuel - Gas	0	0	0	-	0	0	-	0	0	0	-	354	354	100%	0	0	-
Total Operational Expense	0	106	106	100%	0	0	-	0	638	638	100%	529	529	100%	638	1,275	50%
Total Goods & Services	0	419	419	100%	153	153	100%	176	2,514	2,338	93%	4,723	4,547	96%	2,690	5,028	46%
Total Expenses	16,263	26,058	9,795	38%	25,075	8,812	35%	111,401	169,217	57,816	34%	155,167	43,766	28%	280,618	338,434	17%
Operating Results	(16,263)	(26,058)	9,795	-38%	(25,075)	8,812	-35%	(111,401)	(169,217)	57,816	-34%	(155,167)	43,766	-28%	(280,618)	(338,434)	-17%
Other Income & Expenses																	
Other Income																	
4605 Grants Received - ODOT Lottery	0	0	0	-	0	0	-	0	0	0	-	965	(965)	-100%	0	0	-
Total Other Income	0	0	0	-	0	0	-	0	0	0	-	965	(965)	-100%	0	0	-
Other Expenses																	
Taxes & Misc Expenses																	
6745 Banking fees	1,407	833	(574)	-69%	1,520	113	7%	2,510	5,000	2,490	50%	3,403	893	26%	7,510	10,000	25%
Total Taxes & Misc Expenses	1,407	833	(574)	-69%	1,520	113	7%	2,510	5,000	2,490	50%	3,403	893	26%	7,510	10,000	25%
Debt Services																	
7010 Interest payment	3,542	11,375	7,833	69%	5,549	2,007	36%	21,460	68,250	46,790	69%	29,335	7,875	27%	89,710	136,500	34%
Total Debt Services	3,542	11,375	7,833	69%	5,549	2,007	36%	21,460	68,250	46,790	69%	29,335	7,875	27%	89,710	136,500	34%
Total Other Expenses	4,949	12,208	7,259	59%	7,069	2,120	30%	23,970	73,250	49,280	67%	32,737	8,767	27%	97,220	146,500	34%
Net Other Income	(4,949)	(12,208)	7,259	-59%	(7,069)	2,120	-30%	(23,970)	(73,250)	49,280	-67%	(31,772)	7,802	-25%	(97,220)	(146,500)	-34%
Net Result	(21,212)	(38,266)	17,055	-45%	(32,144)	10,932	-34%	(135,371)	(242,467)	107,096	-44%	(186,939)	51,568	-28%	(377,838)	(484,934)	-22%

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

amounts in \$US dollars

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



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4005 Building & Dock Leases	23,022	18,333	4,689	26%	16,221	6,801	42%	114,608	110,000	4,608	4%	95,589	19,018	20%	224,608	220,000	2%
4100 Annual Moorage	14,985	33,044	(18,059)	-55%	17,375	(2,390)	-14%	217,711	145,125	72,586	50%	221,467	(3,756)	-2%	477,596	405,010	18%
4105 Semi-Annual Moorage	2,200	4,232	(2,032)	-48%	5,008	(2,808)	-56%	37,469	33,482	3,987	12%	21,996	15,473	70%	64,587	60,600	7%
4110 Monthly Moorage	17,435	15,290	2,146	14%	13,100	4,335	33%	96,315	129,956	(33,641)	-26%	103,646	(7,331)	-7%	192,959	226,600	-15%
4115 Transient Moorage	10,621	5,907	4,714	80%	7,477	3,144	42%	53,363	50,210	3,152	6%	63,555	(10,192)	-16%	90,702	87,550	4%
4118 Work Dock	4,392	5,417	(1,025)	-19%	8,126	(3,733)	-46%	22,035	32,500	(10,465)	-32%	30,320	(8,285)	-27%	54,535	65,000	-16%
4120 Metered Utilities	30	208	(178)	-86%	270	(240)	-89%	640	1,250	(610)	-49%	2,027	(1,387)	-68%	1,890	2,500	-24%
4125 Launch Ramp	3,176	3,083	93	3%	3,325	(149)	-4%	20,234	18,500	1,734	9%	21,740	(1,506)	-7%	38,734	37,000	5%
4135 Storage Yard	2,856	3,333	(477)	-14%	3,261	(405)	-12%	16,764	20,000	(3,236)	-16%	19,279	(2,515)	-13%	36,764	40,000	-8%
4140 Storage Unit	14,914	14,750	164	1%	14,710	204	1%	87,706	88,500	(794)	-1%	87,485	221	0%	176,206	177,000	0%
4145 Long Term Boat Storage	9,254	7,500	1,754	23%	8,062	1,192	15%	56,054	45,000	11,054	25%	45,961	10,093	22%	101,054	90,000	12%
4150 Short Term Boat Storage	2,981	3,125	(144)	-5%	3,538	(557)	-16%	27,440	18,750	8,690	46%	15,339	12,101	79%	46,190	37,500	23%
4155 Boat Wash	0	83	(83)	-100%	0	0	-	476	500	(24)	-5%	777	(301)	-39%	976	1,000	-2%
4165 Space Rents	15,876	15,962	(86)	-1%	15,570	306	2%	227,931	212,181	15,750	7%	206,961	20,970	10%	331,750	316,000	5%
4173 Laundry	248	333	(86)	-26%	282	(34)	-12%	1,756	2,000	(244)	-12%	2,349	(592)	-25%	3,756	4,000	-6%
4175 Propane	409	833	(425)	-51%	1,242	(833)	-67%	3,066	5,000	(1,934)	-39%	4,800	(1,734)	-36%	8,066	10,000	-19%
4180 Merchandise	21	83	(62)	-75%	21	0	0%	298	500	(202)	-40%	925	(627)	-68%	798	1,000	-20%
4185 Visitor Convention Bureau Fee	98	292	(194)	-66%	83	15	18%	2,671	1,750	921	53%	1,995	676	34%	4,421	3,500	26%
4190 Ice	532	30,037	(29,505)	-98%	(75)	607	-809%	16,486	120,146	(103,660)	-86%	145,435	(128,949)	-89%	196,705	300,365	-35%
4200 Boat Lifts	2,009	5,000	(2,992)	-60%	1,808	201	11%	20,091	30,000	(9,909)	-33%	24,660	(4,569)	-19%	50,091	60,000	-17%
4230 Environmental Fee	1,783	2,083	(300)	-14%	2,225	(442)	-20%	11,900	12,500	(600)	-5%	11,490	410	4%	24,400	25,000	-2%
4235 Customer Discounts	(34)	0	(34)	-	(117)	83	-71%	(2,681)	0	(2,681)	-	(3,586)	905	-25%	(2,681)	0	-
4290 Other	1,060	4,167	(3,106)	-75%	4,992	(3,932)	-79%	21,657	25,000	(3,343)	-13%	34,969	(13,312)	-38%	46,657	50,000	-7%
4295 Bad Debt Expense	0	(1,250)	1,250	-100%	0	0	-	0	(7,500)	7,500	-100%	0	0	-	(7,500)	(15,000)	-50%
Total Operating Income	127,867	171,846	(43,980)	-26%	126,503	1,364	1%	1,053,990	1,095,350	(41,360)	-4%	1,159,178	(105,188)	-9%	2,163,265	2,204,625	-2%
Expenses																	
Personnel Services																	
5005 Salaries	33,089	41,749	8,660	21%	47,034	13,945	30%	219,523	271,449	51,926	19%	349,876	130,352	37%	490,973	542,899	10%
5010 Other compensation	200	1,290	1,090	84%	23	(177)	-770%	2,000	8,386	6,386	76%	5,011	3,011	60%	10,386	16,771	38%
5015 Overtime	176	1,624	1,448	89%	211	35	16%	1,122	10,558	9,436	89%	9,219	8,097	88%	11,680	21,116	45%
Total Compensation	33,465	44,662	11,197	25%	47,268	13,803	29%	222,645	290,393	67,748	23%	364,106	141,461	39%	513,038	580,786	12%
5100 Federal Payroll taxes	2,467	3,417	950	28%	3,409	943	28%	16,431	22,215	5,784	26%	26,467	10,036	38%	38,646	44,430	13%
5105 State Payroll taxes	14	0	(14)	-	20	6	30%	94	0	(94)	-	149	54	37%	94	0	-
5110 Unemployment Insurance	461	928	467	50%	533	72	14%	3,722	6,037	2,315	38%	6,597	2,875	44%	9,759	12,074	19%
5115 Workers compensation	2,047	1,631	(416)	-26%	2,039	(8)	0%	12,280	10,603	(1,677)	-16%	12,234	(46)	0%	22,883	21,206	-8%
Total Payroll Taxes	4,988	5,976	987	17%	6,002	1,013	17%	32,527	38,855	6,328	16%	45,447	12,920	28%	71,382	77,710	8%
5200 Medical insurance	13,990	13,409	(581)	-4%	16,529	2,539	15%	82,716	87,183	4,467	5%	98,191	15,474	16%	169,900	174,367	3%
5205 Dental insurance	1,206	1,550	344	22%	1,774	567	32%	7,391	10,081	2,690	27%	10,442	3,050	29%	17,472	20,162	13%
5215 Term life insurance	152	131	(21)	-16%	558	405	73%	1,211	854	(356)	-42%	3,737	2,526	68%	2,065	1,709	-21%
5220 Long Term Disability insurance	278	250	(28)	-11%	0	(278)	-	1,493	1,625	132	8%	0	(1,493)	-	3,117	3,249	4%

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

amounts in \$US dollars



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

Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
5225 PERS Employee Contributions	8,084	8,909	824	9%	8,854	770	9%	53,933	57,923	3,990	7%	70,738	16,805	24%	111,856	115,846	3%
5230 PERS Employer Contributions	2,278	2,602	324	12%	2,515	237	9%	15,303	16,920	1,617	10%	20,235	4,931	24%	32,224	33,841	5%
Total Insured Benefits	25,989	26,851	863	3%	30,230	4,241	14%	162,047	174,587	12,540	7%	203,342	41,295	20%	336,634	349,174	4%
Total Personnel Services	64,442	77,490	13,047	17%	83,500	19,057	23%	417,220	503,835	86,615	17%	612,895	195,675	32%	921,055	1,007,670	9%
Goods & Services																	
6020 Travel - airfare	0	42	42	100%	0	0	-	0	250	250	100%	0	0	-	250	500	50%
6025 Travel - lodging & transportation	0	167	167	100%	0	0	-	0	1,000	1,000	100%	519	519	100%	1,000	2,000	50%
6030 Travel - Per Diem & mileage reimbursement	0	42	42	100%	0	0	-	0	250	250	100%	33	33	100%	250	500	50%
6035 Meals & Entertainment	0	42	42	100%	0	0	-	0	250	250	100%	0	0	-	250	500	50%
Total Travel & Entertainment	0	292	292	100%	0	0	-	0	1,750	1,750	100%	552	552	100%	1,750	3,500	50%
6050 Office supplies	0	0	0	-	0	0	-	150	0	(150)	-	0	(150)	-	150	0	-
6055 Kitchen supplies	78	208	130	62%	192	113	59%	694	1,250	556	45%	1,266	573	45%	1,944	2,500	22%
6070 Postage & courier services	0	83	83	100%	0	0	-	194	500	306	61%	397	203	51%	694	1,000	31%
Total Office Expense	78	292	213	73%	192	113	59%	1,038	1,750	712	41%	1,663	625	38%	2,788	3,500	20%
6100 Telephone - landline	176	243	67	27%	273	97	36%	1,112	1,455	343	24%	1,617	505	31%	2,567	2,910	12%
6105 Telephone - mobile	498	780	282	36%	492	(6)	-1%	2,954	4,680	1,726	37%	2,876	(78)	-3%	7,634	9,360	18%
6110 Internet services	1,277	1,250	(27)	-2%	1,277	0	0%	7,664	7,500	(164)	-2%	7,833	169	2%	15,164	15,000	-1%
6115 Cable TV	850	680	(170)	-25%	647	(203)	-31%	5,592	4,077	(1,515)	-37%	3,549	(2,043)	-58%	9,670	8,155	-19%
6130 Electricity	21,484	20,833	(651)	-3%	18,497	(2,987)	-16%	95,066	125,000	29,933	24%	115,286	20,220	18%	220,067	250,000	12%
6131 Propane - Operations	53	125	72	58%	59	7	11%	437	750	313	42%	418	(19)	-5%	1,187	1,500	21%
6135 Water/Sewer	5,326	6,250	924	15%	4,850	(477)	-10%	40,214	37,500	(2,714)	-7%	48,094	7,880	16%	77,714	75,000	-4%
6140 Garbage/Sanitation Collection	3,272	5,833	2,561	44%	3,669	397	11%	29,306	35,000	5,694	16%	35,768	6,462	18%	64,306	70,000	8%
6145 Hazardous material disposal	0	333	333	100%	300	300	100%	980	2,000	1,020	51%	3,124	2,144	69%	2,980	4,000	25%
6150 Derelict boat disposal	0	1,250	1,250	100%	0	0	-	15	7,500	7,485	100%	2,160	2,145	99%	7,515	15,000	50%
6155 Environmental Remediation/Mitigation/Monitoring	6,405	417	(5,988)	-1437%	310	(6,095)	-1966%	6,583	2,500	(4,083)	-163%	1,587	(4,996)	-315%	9,083	5,000	-82%
Total Utilities	39,342	37,994	(1,348)	-4%	30,375	(8,968)	-30%	189,925	227,962	38,038	17%	222,311	32,387	15%	417,887	455,925	8%
6200 Temporary/Contract help	7,712	3,000	(4,712)	-157%	12,368	4,656	38%	22,343	18,000	(4,343)	-24%	43,097	20,753	48%	40,343	36,000	-12%
6205 Janitorial services	26	55	29	52%	56	30	53%	119	330	211	64%	348	229	66%	449	660	32%
6210 Vending machine services	0	125	125	100%	0	0	-	1,328	750	(578)	-77%	281	(1,047)	-372%	2,078	1,500	-39%
6245 Legal advertising	220	108	(112)	-103%	23	(197)	-862%	569	650	81	12%	699	130	19%	1,219	1,300	6%
6270 Contracted Services	175	542	366	68%	170	(5)	-3%	1,231	3,250	2,019	62%	3,274	2,044	62%	4,481	6,500	31%
6290 Commercial insurance	7,116	7,504	389	5%	6,767	(348)	-5%	40,646	45,024	4,378	10%	40,496	(150)	0%	85,671	90,049	5%
Total Professional Services	15,249	11,334	(3,915)	-35%	19,384	4,135	21%	66,235	68,004	1,769	3%	88,196	21,960	25%	134,240	136,009	1%
6400 Small equipment & tools	901	500	(401)	-80%	87	(814)	-936%	1,167	3,000	1,833	61%	2,716	1,549	57%	4,167	6,000	31%
6405 Safety/hazardous materials	0	833	833	100%	23	23	100%	11,051	5,000	(6,051)	-121%	4,019	(7,032)	-175%	16,051	10,000	-61%

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

amounts in \$US dollars

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



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6410 Signage	0	63	63	100%	0	0	-	0	375	375	100%	269	269	100%	375	750	50%
6415 Clothing	253	417	164	39%	809	556	69%	1,039	2,500	1,461	58%	1,089	50	5%	3,539	5,000	29%
6420 Janitorial supplies	0	1,042	1,042	100%	707	707	100%	4,718	6,250	1,532	25%	6,147	1,429	23%	10,968	12,500	12%
6425 Operational supplies	264	2,083	1,819	87%	3,217	2,953	92%	2,219	12,500	10,281	82%	8,167	5,948	73%	14,719	25,000	41%
6430 Equipment Rental	0	333	333	100%	0	0	-	0	2,000	2,000	100%	1,814	1,814	100%	2,000	4,000	50%
6450 Fuel - Gas	0	1,042	1,042	100%	(394)	(394)	100%	3,199	6,250	3,051	49%	2,862	(337)	-12%	9,449	12,500	24%
6455 Fuel - Diesel	0	83	83	100%	0	0	-	129	500	371	74%	353	224	63%	629	1,000	37%
6481 Propane - Retail	227	542	315	58%	595	368	62%	2,007	3,250	1,243	38%	2,404	397	17%	5,257	6,500	19%
6485 Retail items	0	15	15	100%	0	0	-	0	90	90	100%	0	0	-	90	180	50%
Total Operational Expense	1,645	6,953	5,307	76%	5,044	3,399	67%	25,531	41,715	16,184	39%	29,841	4,311	14%	67,246	83,430	19%
6500 Repairs & maintenance equipment	253	6,250	5,997	96%	13,715	13,463	98%	15,776	37,500	21,724	58%	34,590	18,814	54%	53,276	75,000	29%
6505 Repairs & maintenance vehicles	982	667	(316)	-47%	315	(668)	-212%	14,314	4,000	(10,314)	-258%	4,912	(9,402)	-191%	18,314	8,000	-129%
6510 Repairs & maintenance buildings	3,026	3,750	724	19%	44	(2,982)	-6703%	3,735	22,500	18,765	83%	28,082	24,347	87%	26,235	45,000	42%
6515 Repairs & maintenance land improvements	0	417	417	100%	0	0	-	0	2,500	2,500	100%	3,165	3,165	100%	2,500	5,000	50%
6520 Repairs & maintenance docks	863	4,167	3,304	79%	26	(837)	-3253%	2,265	25,000	22,735	91%	6,814	4,550	67%	27,265	50,000	45%
6540 Marina dredging	0	7,500	7,500	100%	11,625	11,625	100%	29,260	45,000	15,740	35%	13,438	(15,823)	-118%	74,260	90,000	17%
6575 Waterway Leases	0	2,500	2,500	100%	0	0	-	2,713	15,000	12,287	82%	0	(2,713)	-	17,713	30,000	41%
6580 Permits	0	417	417	100%	0	0	-	5,261	2,500	(2,761)	-110%	2,909	(2,352)	-81%	7,761	5,000	-55%
Total Repair and Maintenance	5,124	25,667	20,543	80%	25,725	20,601	80%	73,323	154,000	80,677	52%	93,910	20,587	22%	227,323	308,000	26%
Total Goods & Services	61,438	82,530	21,092	26%	80,720	19,281	24%	356,051	495,182	139,131	28%	436,473	80,422	18%	851,233	990,364	14%
Total Expenses	125,881	160,020	34,139	21%	164,219	38,339	23%	773,271	999,017	225,746	23%	1,049,368	276,097	26%	1,772,288	1,998,034	11%
Operating Results	1,986	11,826	(9,840)	-83%	(37,716)	39,702	-105%	280,719	96,333	184,386	191%	109,810	170,909	156%	390,977	206,591	89%
Other Income & Expenses																	
Other Income																	
4450 Lodging Tax	0	0	0	-	0	0	-	109	0	109	-	94	15	16%	109	0	-
4650 Grants Received - MAP	0	0	0	-	0	0	-	0	5,400	(5,400)	-100%	5,175	(5,175)	-100%	0	5,400	-100%
4695 Grants Received - Other	0	0	0	-	0	0	-	0	0	0	-	0	0	-	27,000	27,000	0%
4900 Other Income	0	0	0	-	0	0	-	0	0	0	-	300	(300)	-100%	0	0	-
4905 Other	0	0	0	-	0	0	-	45	0	45	-	2,551	(2,506)	-98%	45	0	-
4915 Insurance Reimbursement	8,668	0	8,668	-	0	8,668	-	8,668	0	8,668	-	25,000	(16,332)	-65%	8,668	0	-
Total Other Income	8,668	0	8,668	-	0	8,668	-	8,822	5,400	3,422	63%	33,120	(24,298)	-73%	35,822	32,400	11%
Other Expenses																	
Taxes & Misc Expenses																	
6720 Property Tax - Sublet Facilities	0	0	0	-	-	-	-	9,841	10,000	159	2%	9,427	(415)	-4%	9,841	10,000.00	2%
6755 Insurance Claims	9,168	0	(9,168)	-	1,200	(7,968)	-664%	9,168	0	(9,168)	-	1,200	(7,968)	-664%	9,168	0	-
Total Taxes & Misc Expenses	9,168.00	-	(9,168.00)	-	1,200	(7,968)	-664%	19,009	10,000.00	(9,009)	-90%	10,627	(8,383)	-79%	19,009	10,000.00	-90%
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	87,170	340,588	253,418	74%	56,581	(30,589)	-54%	87,170	340,588	74%

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

amounts in \$US dollars

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



Charleston Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD			Jul 2020 - Jun 2021		
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
7010 Interest payment	0	0	0	-	0	0	-	86,190	242,860	156,670	65%	65,152	(21,038)	-32%	86,190	242,860	65%
7020 Principal repayment	435	2,205	1,770	80%	431	(4)	-1%	2,603	13,227	10,624	80%	431	(2,172)	-504%	15,830	26,454	40%
7025 Interest payment	17	52	35	68%	20	4	18%	104	310	206	66%	20	(84)	-416%	414	620	33%
8010 CIP Buildings	0	5,417	5,417	100%	0	0	-	0	32,500	32,500	100%	168	168	100%	32,500	65,000	50%
8011 CIP Docks	0	0	0	-	0	0	-	0	0	0	-	14,352	14,352	100%	0	0	-
8020 CIP Machinery & Equipment	0	2,250	2,250	100%	0	0	-	14,860	13,500	(1,360)	-10%	0	(14,860)	-	28,360	27,000	-5%
Total Debt Services	451	9,923	9,472	95%	451	0	0%	190,927	642,985	452,058	70%	136,703	(54,224)	-40%	250,464	702,522	64%
Total Other Expenses	9,619	9,923	304	3%	1,651	(7,968)	-483%	209,936	652,985	443,049	68%	147,329	(62,607)	-42%	269,473	712,522	62%
Net Other Income	(951)	(9,923)	8,972	-90%	(1,651)	700	-42%	(201,114)	(647,585)	446,471	-69%	(114,209)	(86,905)	76%	(233,651)	(680,122)	-66%
Net Result	1,035	1,903	(869)	-46%	(39,368)	40,402	-103%	79,605	(551,252)	630,857	-114%	(4,399)	84,004	-1910%	157,326	(473,531)	-133%

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

amounts in \$US dollars

Fund: Dredge Fund

Department: Dredge Ops

Location: All

Budget: Adopted



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020		\$ Diff	% Diff	Dec 2019		Jul 2020 - Dec 2020		Prior FYTD vs Current FYTD		Jul 2020 - Jun 2021						
	Actual	Budget			Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4287 Dredging Services	0	25,000	(25,000)	-100%	0	0	-	0	75,000	(75,000)	-100%	0	0	-	0	75,000	-100%
4290 Other	0	0	0	-	0	0	-	5,738	250,000	(244,262)	-98%	(22,482)	28,221	-126%	5,738	250,000	-98%
Total Operating Income	0	25,000	(25,000)	-100%	0	0	-	5,738	325,000	(319,262)	-98%	(22,482)	28,221	-126%	5,738	325,000	-98%
Expenses																	
Personnel Services																	
5005 Salaries	9,643	13,871	4,228	30%	5,434	(4,209)	-77%	42,512	41,615	(897)	-2%	9,158	(33,354)	-364%	42,512	41,615	-2%
5010 Other compensation	0	0	0	-	0	0	-	(9)	0	9	-	0	9	-	(9)	0	-
5015 Overtime	464	0	(464)	-	481	17	3%	1,201	0	(1,201)	-	481	(720)	-150%	1,201	0	-
Total Compensation	10,107	13,871	3,764	27%	5,915	(4,192)	-71%	43,703	41,615	(2,088)	-5%	9,639	(34,064)	-353%	43,703	41,615	-5%
5100 Federal Payroll taxes	736	1,062	326	31%	430	(306)	-71%	3,206	3,184	(22)	-1%	767	(2,439)	-318%	3,206	3,184	-1%
5105 State Payroll taxes	4	0	(4)	-	2	(2)	-78%	18	0	(18)	-	4	(14)	-334%	18	0	-
5110 Unemployment Insurance	105	360	255	71%	5	(100)	-2148%	562	1,082	520	48%	17	(544)	-3165%	562	1,082	48%
5115 Workers compensation	0	521	521	100%	0	0	-	0	1,565	1,565	100%	0	0	-	0	1,565	100%
Total Payroll Taxes	845	1,943	1,098	57%	437	(408)	-93%	3,786	5,831	2,045	35%	788	(2,998)	-380%	3,786	5,831	35%
5200 Medical insurance	0	5,811	5,811	100%	0	0	-	0	17,435	17,435	100%	0	0	-	0	17,435	100%
5205 Dental insurance	0	792	792	100%	0	0	-	0	2,378	2,378	100%	0	0	-	0	2,378	100%
5215 Term life insurance	0	50	50	100%	0	0	-	0	150	150	100%	0	0	-	0	150	100%
5220 Long Term Disability insurance	0	75	75	100%	0	0	-	0	225	225	100%	0	0	-	0	225	100%
5225 PERS Employee Contributions	2,087	2,780	693	25%	1,086	(1,001)	-92%	9,968	8,338	(1,630)	-20%	2,176	(7,792)	-358%	9,968	8,338	-20%
5230 PERS Employer Contributions	606	927	321	35%	306	(301)	-98%	2,801	2,779	(22)	-1%	580	(2,221)	-383%	2,801	2,779	-1%
Total Insured Benefits	2,693	10,435	7,742	74%	1,392	(1,301)	-93%	12,769	31,305	18,536	59%	2,757	(10,013)	-363%	12,769	31,305	59%
Total Personnel Services	13,645	26,249	12,604	48%	7,744	(5,902)	-76%	60,259	78,751	18,492	23%	13,184	(47,075)	-357%	60,259	78,751	23%
Goods & Services																	
6005 Seminars & training	0	417	417	100%	0	0	-	0	2,502	2,502	100%	0	0	-	2,498	5,000	50%
Total Staff Training	0	417	417	100%	0	0	-	0	2,502	2,502	100%	0	0	-	2,498	5,000	50%
6030 Travel - Per Diem & mileage reimbursement	0	666	666	100%	674	674	100%	0	2,000	2,000	100%	730	730	100%	0	2,000	100%
Total Travel & Entertainment	0	666	666	100%	674	674	100%	0	2,000	2,000	100%	730	730	100%	0	2,000	100%
6050 Office supplies	0	42	42	100%	0	0	-	0	252	252	100%	0	0	-	248	500	50%
6070 Postage & courier services	0	0	0	-	0	0	-	19	0	(19)	-	0	(19)	-	19	0	-
Total Office Expense	0	42	42	100%	0	0	-	19	252	233	93%	0	(19)	-	267	500	47%
6105 Telephone - mobile	105	0	(105)	-	94	(11)	-11%	369	0	(369)	-	438	69	16%	369	0	-
6155 Environmental Remediation/Mitigation/Monitoring	0	0	0	-	0	0	-	380	0	(380)	-	0	(380)	-	380	0	-
Total Utilities	105	0	(105)	-	94	(11)	-11%	749	0	(749)	-	438	(311)	-71%	749	0	-
6250 Legal services	0	2,083	2,083	100%	1,614	1,614	100%	0	12,498	12,498	100%	2,282	2,282	100%	12,502	25,000	50%

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

amounts in \$US dollars

Fund: Dredge Fund

Department: Dredge Ops

Location: All

Budget: Adopted



Dredge Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6255 Auditing	0	10,000	10,000	100%	0	0	-	0	10,000	10,000	100%	0	0	-	0	10,000	100%
6290 Commercial insurance	4,540	4,533	(7)	0%	4,282	(258)	-6%	27,242	27,198	(44)	0%	25,692	(1,550)	-6%	54,444	54,400	0%
Total Professional Services	4,540	16,616	12,076	73%	5,896	1,355	23%	27,242	49,696	22,454	45%	27,974	732	3%	66,946	89,400	25%
6400 Small equipment & tools	0	0	0	-	258	258	100%	0	0	0	-	1,839	1,839	100%	0	0	-
6405 Safety/hazardous materials	0	0	0	-	0	0	-	0	0	0	-	245	245	100%	0	0	-
6420 Janitorial supplies	0	0	0	-	0	0	-	0	0	0	-	45	45	100%	0	0	-
6425 Operational supplies	1,778	16,666	14,888	89%	146	(1,632)	-1117%	8,416	50,000	41,584	83%	644	(7,773)	-1208%	8,416	50,000	83%
6430 Equipment Rental	0	1,407	1,407	100%	26,043	26,043	100%	5,104	4,221	(883)	-21%	26,043	20,939	80%	5,104	4,221	-21%
6450 Fuel - Gas	269	2,250	1,981	88%	45	(224)	-497%	1,142	6,750	5,608	83%	45	(1,097)	-2437%	1,142	6,750	83%
6455 Fuel - Diesel	0	2,750	2,750	100%	246	246	100%	1,184	8,250	7,066	86%	246	(938)	-381%	1,184	8,250	86%
Total Operational Expense	2,047	23,073	21,026	91%	26,737	24,691	92%	15,845	69,221	53,376	77%	29,106	13,261	46%	15,845	69,221	77%
6500 Repairs & maintenance equipment	20	5,417	5,397	100%	2,759	2,739	99%	15,907	32,502	16,595	51%	34,380	18,473	54%	48,405	65,000	26%
6505 Repairs & maintenance vehicles	358	1,250	892	71%	0	(358)	-	6,208	7,500	1,292	17%	320	(5,888)	-1840%	13,708	15,000	9%
6540 Marina dredging	0	0	0	-	0	0	-	8,600	0	(8,600)	-	0	(8,600)	-	8,600	0	-
Total Repair and Maintenance	378	6,667	6,289	94%	2,759	2,381	86%	30,715	40,002	9,287	23%	34,700	3,984	11%	70,713	80,000	12%
Total Goods & Services	7,069	47,481	40,412	85%	36,160	29,091	80%	74,571	163,673	89,102	54%	92,948	18,377	20%	157,019	246,121	36%
Total Expenses	20,715	73,730	53,015	72%	43,904	23,189	53%	134,830	242,424	107,594	44%	106,132	(28,698)	-27%	217,278	324,872	33%
Operating Results	(20,715)	(48,730)	28,015	-57%	(43,904)	23,189	-53%	(129,092)	82,576	(211,668)	-256%	(128,614)	(477)	0%	(211,540)	128	-165365%
Other Income & Expenses																	
Other Income																	
4805 Transfer - GF	0	0	0	-	0	0	-	0	0	0	-	22,482	(22,482)	-100%	0	0	-
Total Other Income	0	0	0	-	0	0	-	0	0	0	-	22,482	(22,482)	-100%	0	0	-
Net Other Income	0	0	0	-	0	0	-	0	0	0	-	22,482	(22,482)	-100%	0	0	-
Net Result	(20,715)	(48,730)	28,015	-57%	(43,904)	23,189	-53%	(129,092)	82,576	(211,668)	-256%	(106,132)	(22,960)	22%	(211,540)	128	-165365%

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

amounts in \$US dollars

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



Rail Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
Operating Income																	
4010 Property Agreements	11,215	9,150	2,065	23%	8,356	2,859	34%	125,346	130,094	(4,748)	-4%	118,806	6,540	6%	243,352	248,100	-2%
4235 Customer Discounts	0	0	0	-	0	0	-	(3,950)	0	(3,950)	-	0	(3,950)	-	(3,950)	0	-
4260 Rail Operations Revenue	25,912	18,711	7,202	38%	17,091	8,821	52%	133,602	128,063	5,540	4%	116,977	16,625	14%	284,315	278,775	2%
4265 Rail Surcharges	30,233	24,408	5,825	24%	20,680	9,553	46%	160,181	161,015	(834)	-1%	136,424	23,757	17%	348,700	349,535	0%
4290 Other	0	333	(333)	-100%	0	0	-	0	2,000	(2,000)	-100%	0	0	-	2,000	4,000	-50%
Total Operating Income	67,360	52,601	14,758	28%	46,127	21,233	46%	415,179	421,172	(5,993)	-1%	372,207	42,972	12%	874,417	880,410	-1%
Expenses																	
Personnel Services																	
5005 Salaries	0	0	0	-	7,354	7,354	100%	0	0	0	-	45,680	45,680	100%	0	0	-
Total Compensation	0	0	0	-	7,354	7,354	100%	0	0	0	-	45,680	45,680	100%	0	0	-
5100 Federal Payroll taxes	0	0	0	-	534	534	100%	0	0	0	-	3,332	3,332	100%	0	0	-
5105 State Payroll taxes	0	0	0	-	2	2	100%	0	0	0	-	11	11	100%	0	0	-
5115 Workers compensation	0	0	0	-	321	321	100%	0	0	0	-	1,926	1,926	100%	0	0	-
Total Payroll Taxes	0	0	0	-	857	857	100%	0	0	0	-	5,269	5,269	100%	0	0	-
5200 Medical insurance	0	0	0	-	1,454	1,454	100%	0	0	0	-	8,725	8,725	100%	0	0	-
5205 Dental insurance	0	0	0	-	154	154	100%	0	0	0	-	927	927	100%	0	0	-
5215 Term life insurance	0	0	0	-	58	58	100%	0	0	0	-	345	345	100%	0	0	-
5225 PERS Employee Contributions	0	0	0	-	1,404	1,404	100%	0	0	0	-	9,117	9,117	100%	0	0	-
5230 PERS Employer Contributions	0	0	0	-	441	441	100%	0	0	0	-	2,865	2,865	100%	0	0	-
Total Insured Benefits	0	0	0	-	3,511	3,511	100%	0	0	0	-	21,979	21,979	100%	0	0	-
Total Personnel Services	0	0	0	-	11,722	11,722	100%	0	0	0	-	72,928	72,928	100%	0	0	-
Goods & Services																	
6020 Travel - airfare	0	0	0	-	0	0	-	0	0	0	-	830	830	100%	0	0	-
6025 Travel - lodging & transportation	0	0	0	-	0	0	-	0	0	0	-	651	651	100%	0	0	-
6030 Travel - Per Diem & mileage reimbursement	0	42	42	100%	180	180	100%	0	250	250	100%	1,300	1,300	100%	250	500	50%
6035 Meals & Entertainment	0	42	42	100%	0	0	-	40	250	210	84%	95	55	58%	290	500	42%
Total Travel & Entertainment	0	83	83	100%	180	180	100%	40	500	460	92%	2,876	2,836	99%	540	1,000	46%
6060 IT supplies	0	0	0	-	0	0	-	40	0	(40)	-	0	(40)	-	40	0	-
Total Office Expense	0	0	0	-	0	0	-	40	0	(40)	-	0	(40)	-	40	0	-
6105 Telephone - mobile	0	60	60	100%	0	0	-	0	360	360	100%	0	0	-	360	720	50%
6145 Hazardous material disposal	0	0	0	-	0	0	-	0	0	0	-	4,313	4,313	100%	0	0	-
Total Utilities	0	60	60	100%	0	0	-	0	360	360	100%	4,313	4,313	100%	360	720	50%
6230 Rail operations service fee	0	542	542	100%	0	0	-	0	3,250	3,250	100%	0	0	-	3,250	6,500	50%
6260 Consulting services	35,523	4,583	(30,940)	-675%	0	(35,523)	-	35,773	27,500	(8,273)	-30%	765	(35,008)	-4576%	63,273	55,000	-15%
6270 Contracted Services	0	0	0	-	0	0	-	18	0	(18)	-	17	(0)	-1%	18	0	-
6290 Commercial insurance	5,486	3,365	(2,121)	-63%	2,968	(2,518)	-85%	17,155	20,190	3,035	15%	10,669	(6,486)	-61%	37,345	40,380	8%
Total Professional Services	41,009	8,490	(32,519)	-383%	2,968	(38,041)	-1282%	52,945	50,940	(2,005)	-4%	11,451	(41,494)	-362%	103,885	101,880	-2%

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

amounts in \$US dollars

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



Rail Ops	Current Period				Same Month Last Year			Year to Date				Year End					
	Dec 2020				Dec 2019			Jul 2020 - Dec 2020				Prior FYTD vs Current FYTD					
	Actual	Budget	\$ Diff	% Diff	Actual	\$ Diff	% Diff	Actual	Budget	\$ Diff	% Diff	Last FY	\$ Diff	% Diff	Projected	Budget	% Diff
6400 Small equipment & tools	0	0	0	-	0	0	-	0	0	0	-	5,083	5,083	100%	0	0	-
6410 Signage	0	667	667	100%	0	0	-	0	4,000	4,000	100%	0	0	-	4,000	8,000	50%
6415 Clothing	0	15	15	100%	0	0	-	0	87	87	100%	0	0	-	88	175	50%
Total Operational Expense	0	681	681	100%	60	60	100%	0	4,088	4,088	100%	5,143	5,143	100%	4,088	8,175	50%
6505 Repairs & maintenance vehicles	0	0	0	-	73	73	100%	721	0	(721)	-	348	(374)	-108%	721	0	-
6510 Repairs & maintenance buildings	11,588	0	(11,588)	-	59,788	48,199	81%	11,588	0	(11,588)	-	145,010	133,422	92%	11,588	0	-
6515 Repairs & maintenance land improvements	0	4,167	4,167	100%	0	0	-	0	25,000	25,000	100%	117,577	117,577	100%	25,000	50,000	50%
6530 Repairs & maintenance Locos	0	0	0	-	0	0	-	0	0	0	-	7,801	7,801	100%	0	0	-
Total Repair and Maintenance	11,588	4,167	(7,422)	-178%	60,317	48,729	81%	12,310	25,000	12,690	51%	271,193	258,883	95%	37,310	50,000	25%
Total Goods & Services	52,597	13,481	(39,116)	-290%	63,526	10,929	17%	65,335	80,888	15,553	19%	294,976	229,642	78%	146,222	161,775	10%
Total Expenses	52,597	13,481	(39,116)	-290%	75,248	22,651	30%	65,335	80,888	15,553	19%	367,905	302,570	82%	146,222	161,775	10%
Operating Results	14,763	39,120	(24,358)	-62%	(29,121)	43,883	-151%	349,844	340,284	9,560	3%	4,302	345,542	8031%	728,194	718,635	1%
Other Income & Expenses																	
Other Income																	
4480 Tax Credits	317,100	0	317,100	-	0	317,100	-	317,100	0	317,100	-	0	317,100	-	1,101,065	783,965	40%
4815 Transfer - RF	0	0	0	-	0	0	-	0	0	0	-	0	0	-	645,000	645,000	0%
4905 Other	0	0	0	-	0	0	-	0	0	0	-	5,000	(5,000)	-100%	0	0	-
4915 Insurance Reimbursement	0	0	0	-	0	0	-	1,328	0	1,328	-	(11,393)	12,721	-112%	1,328	0	-
Total Other Income	317,100	0	317,100	-	0	317,100	-	318,428	0	318,428	-	(6,393)	324,821	-5081%	1,747,393	1,428,965	22%
Other Expenses																	
6755 Insurance Claims	0	0	0	-	0	0	-	0	0	0	-	8	8	100%	0	0	-
Total Taxes & Misc Expenses	0	0	0	-	0	0	-	0	0	0	-	8	8	100%	0	0	-
Debt Services																	
7005 Principal repayment	0	0	0	-	0	0	-	354,756	338,068	(16,688)	-5%	338,068	(16,689)	-5%	354,756	338,068	-5%
7010 Interest payment	0	0	0	-	0	0	-	289,855	306,543	16,688	5%	306,543	16,689	5%	289,855	306,543	5%
7020 Principal repayment - Vehicles	1,043	5,245	4,202	80%	1,039	(4)	0%	6,252	31,470	25,218	80%	1,039	(5,213)	-502%	37,722	62,940	40%
7025 Interest payment - Vehicles	16	51	35	68%	20	4	18%	103	306	203	66%	20	(83)	-416%	408	611	33%
8013 CIP Construction Bridges	0	18,750	18,750	100%	0	0	-	0	112,500	112,500	100%	71,771	71,771	100%	112,500	225,000	50%
8015 CIP Land Improvements	0	30,250	30,250	100%	0	0	-	0	181,500	181,500	100%	0	0	-	181,500	363,000	50%
8020 CIP Machinery & Equipment	0	0	0	-	0	0	-	45,048	0	(45,048)	-	4,500	(40,548)	-901%	45,048	0	-
8025 CIP Mobile Equipment	0	0	0	-	0	0	-	25,000	0	(25,000)	-	0	(25,000)	-	25,000	0	-
Total Debt Services	1,059	54,296	53,237	98%	1,059	0	0%	721,015	970,387	249,372	26%	721,941	927	0%	1,046,790	1,296,162	19%
Total Other Expenses	1,059	54,296	53,237	98%	1,059	0	0%	721,015	970,387	249,372	26%	721,949	935	0%	1,046,790	1,296,162	19%
Net Other Income	316,041	(54,296)	370,337	-682%	(1,059)	317,100	-29938%	(402,587)	(970,387)	567,800	-59%	(728,342)	325,756	-45%	700,603	132,803	428%
Net Result	330,803	(15,176)	345,979	-2280%	(30,180)	360,983	-1196%	(52,743)	(630,102)	577,359	-92%	(724,040)	671,297	-93%	1,428,797	851,438	68%



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

FROM: Margaret Barber, Director of External Affairs

DATE: February 8, 2021

SUBJECT: Commercial/External Affairs/Marketing Management Report

Commercial:

Staff are working with 17 commercial industrial inquiries interested in development of facilities and utilization of transportation infrastructure at the Port of Coos Bay. Staff continue to work with these inquiries to model the economics of locating facilities in Coos Bay while working closely with partners in the maritime sector and with the UP and G&W to facilitate movements in and out of Coos Bay related to these potential business opportunities.

Multidisciplinary monthly commercial meetings have been established to expand internal resources and involve operational department heads to provide feedback and guidance related to infrastructure capabilities for various inquiries.

Port Property:

Building 19 and the offices adjacent to the Post office are the only vacant facilities in the Charleston Marina Complex currently. The Charleston Fishing Families are interested in leasing Building 19 and have received verbal approval from their Board to enter into a lease agreement. They are currently evaluating utility costs prior to entering into a formal agreement. Staff continue to actively market the offices adjacent to the Post Office.

Monthly Commercial lease revenue for the month of December 2020 was up approximately 18% year over year from December 2019. This is largely due to additional properties being leased in the Marina Complex and standard CPI annual increases.

Staff worked with two inquiries this month interested in leasing Port owned property at the Marina complex.

Marketing, Media, and Outreach:

The Port issued two press releases this month:

- [Port of Coos Bay to Release 2021 Scholarship Application February 1](#)
- [U.S. Army Corps of Engineers Releases Workplan, includes \\$34.65 Million to Repair Coos Bay's North Jetty](#)

The Port was featured in the following media outlets:

The World:

- [Oregon International Port of Coos Bay Offers Scholarship for 2021](#)
- [Coos Bay North Jetty to see \\$34 Million in Repairs](#)

Capital Press:

- [Coos Bay Channel Project Navigates Challenges](#)

Oregon Public Broadcasting:

- [US Army Corps of Engineers Agree to Renovate Coos Bay Jetty](#)

United States Senate:

- [Merkley, Wyden, Colleagues Unveil Groundbreaking Legislation to Boost Sustainability Among America's Ports](#)

Corvallis Gazette Times:

- [Intermodal Project to Get First \\$9.1 Million](#)

The Port's Facebook page gained 20 followers over the last month and reached a 13% larger audience over last month. The page had 321 distinct views and reached a total of 5,888 individuals. The top post of the month was:

“This morning Representative Peter DeFazio's office notified the Port that repair to Coos Bay's North Jetty has been included in the USACE Workplan! This means approximately \$34.65 million will be invested in lengthening the structure by 120'-150', stabilization of the jetty head, and addition of rock to the trunk and root. Our jetties are critical maritime infrastructure that keep our bar crossing safe for mariners and improve efficiencies in annual maintenance dredging. We appreciate the efforts of Representative DeFazio and the Corps to make this happen!”

The total reach from the original post and associated shares was 3,230 people, with 191 reactions, comments and shares.

The Charleston Marina's Facebook page saw an increase in page views of 4%, an increase in post reach of 8%, and eleven new followers this past month. The top post of the month was:

“Looking for a fishing experience at an authentic working waterfront with a small-town feel? Experience world class fishing in Charleston. The Charleston marina has a 6-lane public boat launch for recreational boaters. No boat? No problem! There are a host of charter businesses that can help you create your own deep sea ocean fishing adventure!”

The total reach from the original post and associated shares was 751 people, with 34 reactions, comments and shares.

The Port's LinkedIn profile saw an increase in page views by 5%, or 129 visitors, and unique visitors rose 21% with 57 visitors. There was a total of 155 reactions to posts, representing a 29% increase over last month. The total number of followers for this account is 570.

Legislative/Advocacy Work:

The 2021 Legislative Session began on January 19, 2021. The Port's primary goal in this session is to ensure that the next allocation of Lottery Bond funding is included in the final approved budget. This allocation was approved by statute in 2007, and the Port is seeking its second allocation of \$15 million to support final engineering and design work.

This session will operate much differently than previously scheduled sessions in that members of the legislature, lobby, and public are still following guidelines for COVID-19 precautions. The Capital is closed to the public and the lobby, meaning that all communications must take place by video, telephone or email, and comment and testimony at committee hearings will either be done through written comment or video conferencing.

We have seen over 1,800 bills introduced so far this session, with the anticipation that as many as another 1,000 could drop within the month. Hot topics this session include social and racial equity, prevailing wage, PERS, and a host of other issues.

The most recent general fund revenue projections estimate a \$1.6 billion shortfall this year. In addition, due to recent restaurant closures, it is anticipated that Lottery Bond revenue will also be down as video lottery is a primary revenue generator for the lottery fund. Current projections estimate that lottery receipts are down tens of millions per month, meaning that staff will have to work very closely with our delegation and members of the Joint Ways and Means Committee to ensure that the Channel Modification Project is prioritized.



M E M O R A N D U M

TO: John Burns, Chief Executive Officer

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

DATE: February 8, 2021

SUBJECT: Port Operations/Asset Management Report

Channel Modification Project:

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

Rail Bridge Rehabilitation Project:

Work continues on engineering and design, permitting, and ROW acquisition. All legal lot verification and land partition applications are complete and final lot descriptions are due from the surveyor by February 15. Once this work is received, the applications will be filed with the Lane County Planning Department. We received our DEQ 401 certification in mid-January and are waiting on the USACE permit which should be granted sometime in February.

Coal Bank Slough Bridge permitting work is underway and 30% design is complete with the exception of the final bioswale design and placement. This work should be completed towards the end of February. Once complete, the Section 404 permit application will be filed with the agencies.

The Swing Span Bridge evaluation is complete, and a final scope of work has been developed for the portion of the project. The evaluation conducted in November of 2020, identified some changes to the scope of work, which will be presented to the grantors for approval. These changes are not expected to change the budget for this work. Wildcat Creek bridges will be reviewed, and scope verified by March of 2021.

Tunnel Rehabilitation Project:

All work on the Tunnel project is complete and final invoices are being processed for payment and reimbursement. Staff will be working with the grantors on project closeout over the next couple of months. This project greatly improved tunnel and track conditions at each location. This in turn significantly improves safety, efficiency and reliability on the line.

Coos Bay Swing Bridge Post Repairs:

Staff worked with legal counsel to complete the Invitation to Bid (ITB) packet for this project. We currently anticipate the ITB will be publicized in mid-February.

On Call Bridge Repair:

The On-Call Bridge Repair quotes have been received and are being reviewed by staff. Once review is complete, we intend to award the contracts to the winning bidders or bidder.

PIDP Grant:

Staff held a second meeting with MARAD staff to conduct a virtual site visit. During the meeting we discussed project scope, NEPA compliance and next steps. We continue to refine the scope of work and schedule for this project. MARAD is starting the draft agreement and we should see that within the next two months.

Charleston Piling Permit:

The public comment period for this amendment to the permit expires on February 11, 2021. We expect to have the permit by February 15.

Dredging:

Oregon Chip Terminal will conduct dredging operations starting on February 8, 2021. Dredging should be completed within two days barring weather delays and breakdowns.



MEMORANDUM

TO: John Burns, Chief Executive Officer
FROM: Brandon Collura, Harbormaster
DATE: February 8, 2021
SUBJECT: Charleston Operations Management Report

The Marina finished the month of January at 56% capacity, down 3% from December. Of the 443 moorage slips, there were 161 annuals, 33 semi-annuals, 51 monthlies and 97 transients. While monthlies stayed the same, annuals were down slightly with semi-annuals and transients both down the most.

The RV Park had 27% capacity in January, up 1% from December. Out of 104 RV Park spaces, we had 44 new check-ins for total sales of \$12,289.

Dredge Project:

Dredge operations will end Friday, February 12. The project focused primarily around the Point Adams area in the Charleston Marina Complex and approximately 15,000 cubic yards were removed from the site over the course of the project.

Stormwater System:

Clear Creek Systems have conducted numerous site visits over the past weeks and have replaced media as well as conducted additional training for the Maintenance Staff in the Shipyard. This system is an integral part of operations in the Shipyard.

General Maintenance Projects:

Regular maintenance projects continue including repairs to lighting along the docks, dock repairs to wooden planks and angle brackets, as well as typical electrical work.

The wooden ice dock trestle recently had a unit of new planks secured, completing the new run of wood along this section of the dock.

The Public Hoist at the Ice Plant underwent some repairs and is now available for rent to the public.



MEMORANDUM

TO: John Burns, Chief Executive Officer
FROM: Rich Lopez, General Manager
DATE: February 8, 2021
SUBJECT: Railroad Department Management Report

Operations:

CBRL Carloads: January = 346 Prior Month = 499 Prior Year January = 409
20/21 Forecasted Monthly Average 417 missed by 81 carloads.

January saw lower car loads as compared to the prior month and year. The reopening of Seneca Mill after their holiday shutdown did not go per their plan. Seneca had issues with operations which led to missed car loadings. Completion of the Tunnel Project ceased the revenue car loads that CBRL moved for that project. The weather hindered the trucking of log cars from the field to Green Hill Reload reducing the log loads significantly.

Mechanical (Car and Locomotive):

The Mechanical Department worked diligently on day to day needs to maintain compliance with FRA. The Locomotive Mechanic inspected 2 locomotives for quarterly inspections and 1 annual. He also tended to minor issues and repairs to maintain locomotives online.

The reduction of online inventory kept the Carmen busy. As cars came online their use was immediate. The Carmen worked to assure that the cars on property were compliant and ready for the customers.

Maintenance of Way (MOW):

The MOW team continued the diligence with weekly track inspections as well as bad weather storm patrols. The MOW team also rehabilitated the North Bend Yard for log moves to begin in February. The work was performed on track 2 and the house track. The team continues their efforts to maintain that the sand from the dunes is cleared.

ODOT/FRA:

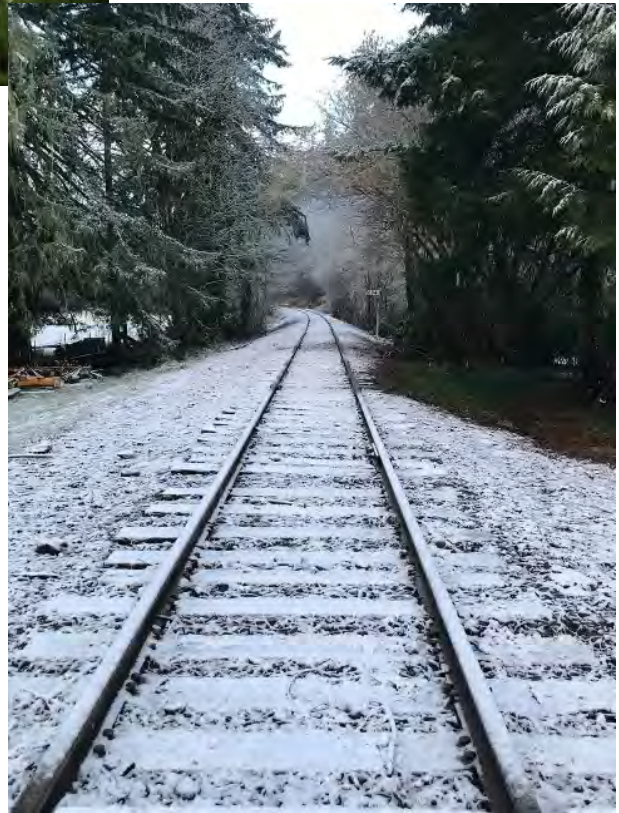
CBRL had no onsite visits from the FRA or ODOT for the month of January.

Coos Bay Rail Line:

As of February 1, 2021, the CBRL is 501 days' injury free. The CBRL had 0 incidents in January. Currently, CBRL has 18 employees and 6 locomotives on property.

Tunnel Project Phase II:

The Tunnel Project concluded in January. All inspections of tunnels, work areas, and work performed have been made.



Action Items

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

DATE: February 8, 2021

PROJECT TITLE: Fiscal Year-End June 30, 2020 Financial Report

ACTION REQUESTED: Approval of the annual financial report for Fiscal Year 2019/2020

BACKGROUND:

Moss Adams has completed the annual financial report on behalf of the Oregon International Port of Coos Bay for fiscal year ending June 30, 2020.

The financial statements are presented in accordance with the financial reporting model in the Governmental Accounting Standard Board (GASB) Statement No.34.

There were no adjustments that had a material effect on the Port's reporting process. There were also no material weaknesses or reportable conditions for internal control, or any instances of non-compliance to the general-purpose financial statements.

Ms. Amanda McCleary-Moore of Moss Adams will attend this Commission meeting to present the audit. A copy of the audit has been provided to Commissioners for review.

RECOMMENDED MOTION:

Approve the annual financial report for Fiscal Year 2019/2020.

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

DATE: February 8, 2021

PROJECT TITLE: Vacation of undeveloped portion of Division Avenue between Patrick Avenue and Lakeshore Drive.

ACTION REQUESTED: Approval of request for consent to a street vacation of Division Avenue between Patrick Avenue and Lakeshore Drive.

BACKGROUND:

Per Oregon Revised Statutes 271.180 and 271.190, municipalities are required to seek approval from Ports and other adjoining property owners for proposed vacation of streets, alleys, and common public places within 5,000 feet of the harbor or pierhead 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 pierhead lines requires Port Commission approval.

The City of Coos Bay has requested vacation of the undeveloped portion of Division Avenue as it is unlikely that the street will ever be developed due to topography and to allow for a rededication of the western most section of Division Avenue, which will become an extension of Taylor Avenue. There is a proposal for a new development to the Northwest where N. Marple Street and Division Avenue intersect. Vacating Division Avenue between Lakeshore Drive and Patrick Avenue will facilitate the rededication of the western most portion of Division Avenue. (*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*).

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

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

RECOMMENDED MOTION:

Approve the request for consent from the City of Coos Bay to a street vacation of Division Avenue between Patrick Avenue and Lakeshore Drive.



CITY OF COOS BAY
 Public Works & Community Development Department
 500 Central Avenue, Coos Bay, Oregon 97420
 Phone 541-269-8918 Fax 541-269-8916

Permit No. _____-PW

Date Received: _____

RIGHT OF WAY VACATION APPLICATION

Applicant/Owner Name: City of Coos Bay
(please print)

Phone: 541-269-1181

Address: 500 Central Avenue

Email: rdixon@coosbay.org

City State Zip: Coos Bay, OR 97420

Proposed Vacation Area/Address: undeveloped portion of Division Avenue between Patrick Avenue & Lakeshore Drive

Purpose Statement:

The purpose for which the RIGHT OF WAY vacation is proposed:

The City wishes to vacate the undeveloped portion of Division Avenue as shown on the enclosed map as it is unlikely the street will ever be developed due to topography and to allow for a rededication of the western most section of Division Avenue, which will become an extension of Taylor Avenue. There is a proposal for a new development to the Northwest where N. Marple Street and Division Avenue intersect. Vacating Division Avenue between Lakeshore Drive and Patrick Avenue will facilitate the rededication of the western most portion of Division Ave

Application Requirements:

1. Preapplication meeting

An in-person pre-application meeting is required to submit a right of way vacation application. A base fee of \$954, plus a 5% technology fee, and the information in section 2 of this form is required. Additional fees may be required based on RIGHT OF WAY impacts. You will meet with the Public Works Operations Administrator or his designee to review the application for completeness. Only complete applications will be accepted.

2. Submittal requirements with the Right of Way Vacation Application

- a) A written summary of the purpose and justification for the vacation. **See Above.**
- b) A map of the ground proposed to be vacated, and if applicable, a plat showing the proposed manner of re-platting or rededication. (Map can be provided by the City) **See attached.**
- c) A notarized statement of the Applicant that owners of the "real property affected thereby," as defined below, have been notified of the pending request before the City. Attached to this statement shall be a copy of the notice provided and a list of the property owners notified, which includes their name(s), mailing address, situs address, and map and tax lot number of the real property affected. ORS 271.080 defines real property affected thereby as "land lying on either side of the street or portion of land proposed to be vacated and extending laterally to the next street that serves as a parallel street, but in any case not to exceed 200 feet, and the land for a like lateral distance on either side of the street for 400 feet along its course beyond each terminus of the part proposed to be vacated. Where a street is proposed to be vacated to its termini, the land embraced in an extension of the street for a distance of 400 feet beyond each terminus shall also be counted." (See attached sample) . **See Attached.**
- d) Written consent of abutting property owners and two-thirds of the property owners affected thereby (if required). (See attached samples) **not required - see ORS 271.130 and CBMC 12.45.040**
- e) A legal description for each affected property (if required). **N/A**
- f) A metes and bounds survey of the area to be vacated (if required, the cost will be at the Applicant's expense). **N/A**

The undersigned property owner(s) hereby authorizes the filing of this application, and authorizes on site review by authorized staff. I hereby agree to comply with all code requirements applicable to my application. Acceptance of this application does not infer a complete submittal. All amendments to the Coos Bay Development Code and to other regulations adopted after the application is approved shall be enforced where applicable. Approved applications and subsequent development is not vested under the provisions in place at the time of the initial application.

The undersigned acknowledges and agrees that submittal of this application does not constitute approval of the request and further understands the application is subject to review and approval under CBMC Chapter 12.45.

Applicant's signature

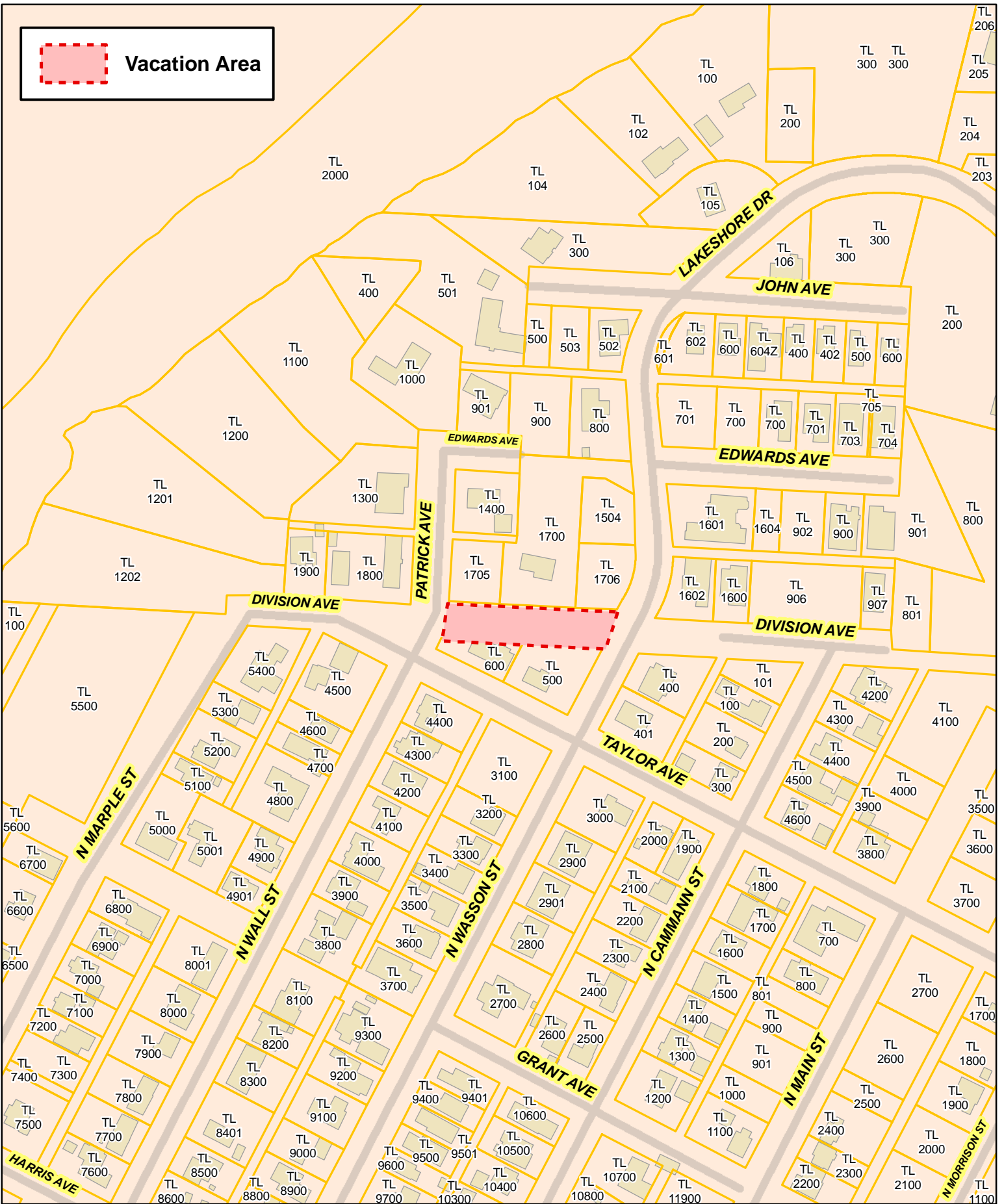
Date

Owner's signature **(required)**

Date



Vacation Area



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

Image Date: 3/6/2018



1 inch = 200 feet

Date: 11/23/2020

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

DATE: February 8, 2021

PROJECT TITLE: Appointment of FY 2021/22 Budget Officer

ACTION REQUESTED: Approve the appointment of Megan Richardson, Director of Finance & Accounting, as the Budget Officer for the FY 2021/22 budget process

BACKGROUND:

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

Port staff recommends Megan Richardson, the Port's Director of Finance & Accounting, to be appointed as the Budget Officer for the fiscal year 2021/22 budget process.

RECOMMENDED MOTION:

Approve the appointment of Megan Richardson, Director of Finance & Accounting, as the Budget Officer for the FY 2021/22 budget process.

Other

Informational Items



Coos Bay Rail Line Serving Western Lane, Western Douglas and Coos Counties in Southwest Oregon

Owned by the Oregon International Port of Coos Bay

Operations by Coos Bay Rail Line, Inc. (CBRL) began on November 1, 2018.

Monthly Revenue Car Loads and Equivalent Highway Truck Loads / 2017 - 2021

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

	2017		2018		2019		2020		2021	
	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads	Railcar Loads	Truck Loads
Jan	528	1,742.4	580	1,914.0	611	2,016.3	409	1,349.7	346	1,141.8
Feb	520	1,716.0	618	2,039.4	465	1,534.5	400	1,320.0		0.0
Mar	535	1,765.5	627	2,069.1	547	1,805.1	432	1,425.6		0.0
Apr	582	1,920.6	574	1,894.2	521	1,719.3	350	1,155.0		0.0
May	727	2,399.1	623	2,055.9	438	1,445.4	394	1,300.2		0.0
Jun	721	2,379.3	594	1,960.2	318	1,049.4	534	1,762.2		0.0
Jul	593	1,956.9	602	1,986.6	346	1,141.8	485	1,600.5		0.0
Aug	601	1,983.3	602	1,986.6	329	1,085.7	467	1,541.1		0.0
Sep	615	2,029.5	472	1,557.6	299	986.7	378	1,247.4		0.0
Oct	616	2,032.8	469	1,547.7	425	1,402.5	431	1,422.3		0.0
Nov	565	1,864.5	268	884.4	348	1,148.4	349	1,151.7		0.0
Dec	569	1,877.7	399	1,316.7	303	999.9	499	1,646.7		0.0
Total	7,172	23,667.6	6,428	21,212.4	4,950	16,335.0	5,128	16,922.4	346	1,141.8

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 2021 are as follows:

*2011:	194	rail carloads =	19,400	short tons =	640.2	highway truck loads
2012:	2,480	rail carloads =	248,000	short tons =	8,184.0	highway truck loads
2013:	4,850	rail carloads =	485,000	short tons =	16,005.0	highway truck loads
2014:	7,509	rail carloads =	750,900	short tons =	24,779.7	highway truck loads
2015:	7,341	rail carloads =	734,100	short tons =	24,225.3	highway truck loads
2016:	7,434	rail carloads =	743,400	short tons =	24,532.2	highway truck loads
2017:	7,172	rail carloads =	717,200	short tons =	23,667.6	highway truck loads
2018:	6,428	rail carloads =	642,800	short tons =	21,212.4	highway truck loads
2019:	4,950	rail carloads =	495,000	short tons =	16,335.0	highway truck loads
2020:	5,128	rail carloads =	512,800	short tons =	16,922.4	highway truck loads
2021:	346	rail carloads =	34,600	short tons =	1,141.8	highway truck loads

*Start up in 2011, Data includes 4th Quarter / Oct – Dec.

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, Inc. (CBRL) is 501 days' injury free as of February 1, 2021!