

Port of Port Townsend
Summary of Operating & Non-Operating Revenues & Expenses
2019 Activity with Comparison to Prior Year and Budget

	YTD Nov 2018	YTD Nov 2019	Variance to prior year - 2018 v 2019	notes	YTD Budget 2019	Variance to Budget YTD
REVENUES						
Boat Haven Moorage	1,716,168	1,762,135	45,967		1,756,241	5,894
Yard Operations	1,560,220	1,744,342	184,123		1,692,824	51,518
Boat Haven Properties	608,275	643,376	35,101		591,110	52,266
Pt. Hudson Marina, RV & Prop	1,353,538	1,393,542	40,004		1,391,004	2,538
Quilcene	147,333	154,864	7,532		149,447	5,417
Ramps	42,711	49,436	6,725		46,900	2,536
JCIA	123,376	138,174	14,798		127,405	10,769
Total Operating Revenues	5,551,620	5,885,869	334,249		5,754,931	130,938
OPERATING EXPENSES						
Salaries & Wages	2,006,120	1,884,292	(121,828)	a	1,946,451	(62,159)
Payroll Taxes	200,988	206,432	5,444		212,945	(6,513)
Employee Benefits	686,566	647,259	(39,307)	b	646,443	816
Uniform Expense	5,767	7,716	1,949		7,734	(18)
Contract Services	268,451	238,694	(29,757)		258,082	(19,388)
Consulting Services	59,756	49,769	(9,987)		123,500	(73,731)
Legal & Auditing	193,396	123,450	(69,946)	c	91,663	31,787
Insurance	197,525	276,190	78,665		236,867	39,323
Facilities & Operations	468,066	498,765	30,699	d	431,968	66,797
Utilities	500,752	523,470	22,718		506,995	16,474
Marketing	52,000	56,464	4,464	e	51,124	5,340
Economic Development	30,000	-	(30,000)		15,000	(15,000)
Travel & Training	25,623	28,383	2,761	f	28,113	270
Cost of Goods - Fuel	11,143	15,024	3,881	g	10,765	4,259
Community Relations	-	35	35		-	35
Total Operating Expenses	4,706,152	4,555,943	(150,209)		4,567,650	(11,707)
Income from Operations w/o Depr	845,468	1,329,926	484,458		1,187,281	142,645
Non-Operating Revenue						
Capital Contributions/Grants	113,713	335,481	221,767	h	4,233,028	(3,897,547)
Interest	69,900	61,796	(8,104)	i	41,700	20,096
Property & other taxes	1,000,220	1,082,660	82,440		1,059,075	23,585
Misc Non-Operating Revenue	59,150	254,246	195,096	j	28,645	225,601
Total Non-Operating Revenues	1,242,984	1,734,183	491,199		5,362,448	(3,628,265)
Non-Operating Expenses						
Bond Interest	280,664	150,294	(130,370)		143,544	6,750
Bond Mgmt, Issuance & Misc Exp	1,508	1,450	(58)		1,215	235
Election Expense	-	-	-		-	-
Total Non-Operating Expenses	282,172	151,744	(130,428)		144,759	6,985
Net Non-Operating Income (Expense)	960,812	1,582,439	621,627		5,217,689	(3,635,250)
Net Income (Loss)	1,806,280	2,912,365	1,106,085		6,404,970	(3,492,604)

Notes:

- (a) *There have been several changes in staffing since 2018 that contribute to the year to year variance. Such changes have been noted and discussed throughout the year at Commission meetings. Also, part of the variance includes ~\$50,000 in sick and vacation payouts at termination in 2018.*
- (b) *The 2018-2019 variance in benefits paid is partly due to changes and timing of those changes in staffing, but primarily is a timing issue that will catch up by year end. Budget is on target.*
- (c) *Whereas this is below 2018, it is higher than budget due to invoices for legal services related to Seattle Maritime Academy litigation regarding the John Cobb derelict vessel. A settlement payment was received in July that offset the YTD SMA legal fees (~\$47,000).*
- (d) *The primary reason for the variance to prior year is due to the ~\$52,000 increase in Bad Debt write-offs.*
- (e) *Marketing costs are on par with 2018 YTD, though ahead of budget by ~\$5,000.*
- (f) *Variance to prior year, 2019 is higher due to Hazwoper training for staff (\$4,181), though budget is on target.*
- (g) *Variance between 2018-2019 and YTD budget to actual is from changing from accrual based (reporting the cost of fuel SOLD), versus cash based (reporting the cost of fuel PURCHASED), though fuel sales in 2019 have increased due to having a Facilities Attendant in Quilcene.*
- (h) *YTD Capital Contributions/Grants are less than YTD budget because it was anticipated the Port would be in construction phase of the JCIA Runway Rehab project at this point when the budget was adopted last year.*
- (i) *Interest income is higher than budgeted because more cash has been retained since the JCIA Runway Rehab construction hasn't commenced. Conversely, it is slightly less than YTD 2018 since the ARRA Bond Rebate won't be received until December 1.*
- (j) *Increases to Miscellaneous Non-Operating Revenue for the \$100,000 paid for the purchase of a surplus building by New Day Fisheries; these monies have been placed in the Port Wide Capital Reserve. In addition, there was an increase of approximately \$132,000 for the portion of the SMA legal settlement (totaling \$212,000) that wasn't used to pay down the outstanding accounts receivable for the Cobb vessel.*

**Port of Port Townsend
YTD Cashflow report**

	YTD November 2019
	notes
Net Income	2,912,365
Net Change in Accruals from Balance Sheet*	256,058
Less: Capital Expenses:	
Point Hudson South Jetty project	-
WorkYard Resurfacing 2018	-
JCIA Runway Replacement project	(391,597)
PTBH Water Meters project	-
PTBH Restroom Remodel 2019	-
BH Breakwater Repair 2019	(9,591)
PH Moorage Office Exterior Paint 2019	-
WorkYard Resurfacing 2019	(25,001)
PH South Jetty 2019-2020	(39,773)
PH 375 Hudson St. - Air Quality Imprvmts 2019	(17,113)
BH Net Float Reconstruction	(15,750)
BH Prop - 810 Haines Street	(5,129)
BH Prop - 2900 WA Bldg Repair 2019	(4,963)
Land	-
Buildings	-
Improvements	(173,631)
Equipment replacement	a (129,124)
Total Capital Expenses	(811,672)
Less: Principal Payments on Debt:	
Point Hudson - 2015 LTGO Refunding Bond	-
PTBH Marina - 2010 LTGO Bond	(450,000)
Total Principal Payments	(450,000)
Increase (Decrease) in Cash Y-T-D	1,906,751
Beginning Cash at 1/1/2019	1,632,311
Ending Cash at 11/30/2019	3,539,062

*These are current assets and current liabilities.

Notes:

- (a) Purchase of the following equipment & vehicles:
- Vactor truck from City of Port Townsend (\$10,432)
 - Maintenance trucks (\$24,161 & \$2,500)
 - BH Restroom Fob Locking system (\$16,192)
 - (2) replacement tires for 300 ton Travelift (\$23,762)
 - BH Ramp Pay Station Kiosk & install (\$14,050)
 - Genie lift (\$21,000)
 - Blocking (\$10,851)
 - SkyTalk Phone System (\$6,177)