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**Port of Port Townsend  
1<sup>st</sup> Monthly Meeting Agenda  
Wednesday, August 9, 2017, 1:00 p.m.  
Port Commission Building  
333 Benedict Street  
Port Townsend, WA**

- I. Call to Order / Pledge of Allegiance
- II. Approval of Agenda
- III. Consent Agenda
  - A. Approval of Meeting Minutes – July 26, 2017.....1-6
  - B. Approval of Warrants
- IV. Public Comments (not related to Agenda)
- V. Second Reading
  - A. Resolution No. 668-17, Amending the Delegation of Authority to Port Management, adopted by Resolution No. 655-17.....7-10
- VI. First Reading
- VII. Regular Business
  - A. Potential Memorandum of Understanding (MoU) with the Point Hudson Boat Shop Re: Armory Building Fire/Safety.....11
  - B. June 2017 Financials.....12-15
- VIII. Staff Comments (continued)
- IX. Public Comments
- X. Commissioner Comments
- XI. Next Regular Meeting  
Wednesday, August 23, 2017 at 5:30 p.m., Port Commission Building, 333 Benedict Street, Port Townsend, WA
- XII. Executive Session
  - A. Personnel – Performance of an Employee, pursuant to RCW 42.30.110 (g)
- XIII. Adjournment

## PORT COMMISSION REGULAR MEETING-- July 26, 2017

The Port of Port Townsend Commission met in regular session at the Commission Building, 333 Benedict Street, Port Townsend, WA

Present: Commissioners – Hanke, Clinefelter and Tucker  
Executive Director Gibboney  
Auditor Berg  
Director of Operations & Business Development Englin  
Director of Planning Toews  
Communications Coordinator Matej  
Attorney Goodstein  
Minutes – Nelson

### I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Hanke called the meeting to order at 5:30 p.m.

### II. APPROVAL OF AGENDA:

Commissioner Hanke called for order of Commissioner Comments to be placed in two parts; the first part immediately following Approval of Agenda and the second part read in order (Item X). He reported there would be no action from the Executive Session.

**Commissioner Tucker moved to approve the Agenda as amended.**

**Commissioner Clinefelter seconded the motion.**

**Motion carried by unanimous vote.**

### X. COMMISSIONER COMMENTS (1:09):

Commissioner Hanke stated he would like to “clear the air” on Point Hudson. He stated the Port is in the process of working with consulting team, Maul Foster Alonghi (MFA), on Point Hudson planning. He added there is a perception that the Port is in a formal agreement with the Northwest Maritime Center (NWMC) on planning the future of Point Hudson. He stated that there is no lease, no partnership, nor have there been any formal discussions with the NWMC on this subject. Commissioner Hanke noted the NWMC’s location and their being the host of the Wooden Boat Festival. He stated that a future agreement could become a possibility in the future. However, he explained, it is way too soon for the Port to be planning any arrangements for future management of the Point Hudson facility. He added for the record, the Port is in a process with a consultant, and the Port will continue that process, which will not be sped up or slowed down.

Commissioner Clinefelter stated Commissioner Hanke’s sentiments are his, exactly.

Commissioner Tucker added he is pleased with consultant MFA’s excellent work.

### III. CONSENT AGENDA (5:44):

Commissioner Tucker asked for an update on the EDC Team Jefferson payment of \$15K, which Executive Director Gibboney responded that she would provide a verbal update.

- A. Approval of Public Workshop Minutes – July 12, 2017  
Approval of Meeting Minutes – July 12, 2017
- B. Approval of Warrants

Warrant #057909 through #057919 in the amount of \$14,969.49 for Payroll & Benefits  
Electronic Payment in the amount of \$65,583.88 for Payroll & Benefits  
Warrant #057920 through #057960 in the amount of \$190,845.79 for Accounts Payable  
Electronic Debit in the amount of \$19,621.48 for WA State Dept. of Labor & Industries  
1<sup>st</sup> Quarter Tax Return for April-June 2017  
Electronic Debit in the amount of \$11,145.65 for WA State Dept. of Revenue Combined  
Excise Tax Return for June 2017

**Commissioner Tucker moved to approve the Consent Agenda as presented.**

**Commissioner Clinefelter seconded the motion.**

**Motion carried by unanimous vote.**

IV. PUBLIC COMMENTS (Not related to agenda) (6:27):

David King commented on the Northwest Maritime Center and Point Hudson's future. He reinforced Commissioner Hanke's comments, stating he is entirely correct; however, the NWMC is pursuing its own process and are generating funds for their efforts. He stated the importance of clarification during this complicated process.

Bertram Levy stated the Port's mission statement expresses the sentiments of the community and encouraged the broad support of Point Hudson.

V. SECOND READING (Action Items):

A. 2018 Draft Operating & Capital Budget Development Schedule (9:40):

Ms. Berg stated there are no changes in the draft schedule, first presented at the July 12 commission meeting.

Commissioner Hanke stated he would like to see at the August 9 workshop a complete report on lifts, moorage and storage. He also would like to see a list of capital projects for 2018, to look at those choices and let the community be a part of that process.

**Commissioner Tucker moved to approve the 2018 Operating & Capital Budget Development Schedule as presented.**

**Commissioner Clinefelter seconded the motion.**

**Motion carried by unanimous vote.**

VI. FIRST READING (Discussion Only):

A. Delegation of Authority (12:55):

Ms. Gibboney announced this is a proposal to amend the current resolution. She explained this would speed up the process with smaller projects, and allow her approval on leases under 5-year terms, and less than \$25K.

VII. REGULAR BUSINESS:

A. Amendment #1 to Landau Associates Professional Services Agreement-Boat Haven Boatyard Stormwater Treatment Design (14:30):

Ms. Gibboney reported all indications lead her to believe the Port will be receiving a letter from the Department of Ecology (DOE) any day; earlier they had requested hard copies of the Level 3 report. She discussed the possibility of small modifications to the report. Ms. Gibboney stated Landau has completed 90% of the design work and this cost amendment allows them to finalize the plans. Next step will be to prepare bid

documents and there may be an option to manage the construction project in-house. Discussion ensued on the project.

**Commissioner Tucker moved to approve Amendment #1 to Landau Associates Professional Services Agreement.**

**Commissioner Clinefelter seconded the motion.**

**Motion carried by unanimous vote.**

**B. 2017 Stormwater Treatment Improvements – Authorization to Advertise for Bids (19:43):**

Ms. Gibboney stated she normally would like to have the engineer's cost estimate prior to advertising a bid, but given the September 30, 2017 deadline to comply, she is asking for permission to do so ahead of time. She added the contract would be presented to the commission for approval, prior to the contract award. She reported the current estimated cost of the project is \$353,701.

Commissioner Tucker asked for confirmation that this cost is all based on the assumption DOE's response would have no (or minor) modifications.

Commissioner Hanke questioned the timeline and asked how the construction would meet this deadline.

**Commissioner Clinefelter moved to authorize the Executive Director, upon DOE approval, to advertise for bids.**

**Commissioner Tucker seconded the motion.**

**Motion carried by unanimous vote.**

**C. US Coast Guard Lease (24:14):**

Mr. Englin reported the proposed lease provides continuity with both the Coast Guard and the Port for the next three years and (at this rate) should provide cash flow to replace the facility at the end of its life cycle, and cover the previously spent \$330K for capital improvements.

**Commissioner Hanke moved to approve the US Coast Guard Lease, as presented.**

**Commissioner Clinefelter seconded the motion.**

**Motion carried by unanimous vote.**

**VIII. STAFF COMMENTS (28:05):**

Ms. Gibboney gave a note of appreciation to Port Security Officer, Pete Parrish and spoke of the diverse issues he deals with daily. She stated he will be retiring soon and has been a consummate professional in his role.

Director Gibboney also briefed on the following:

Cost nearly finalized for bathroom/laundryroom renovation, hope to present at next meeting. Cost will be larger than \$114K in budget, the bulk of that the HVAC system. Awarded contract for workyard resurfacing. Project to be completed by September 1, 2017. Schedule to be presented at next meeting.

Will travel to Olympia tomorrow to present Power Point on Quilcene for CERB grant. Should know tomorrow by 4 p.m. if awarded to Port of PT.

Integrated Planning Grant included in the State's draft Capital Budget, whose adoption may have to wait until January of 2018, delaying this until approximately March of '18.

Mr. Englin reported on the following:

Working on maintenance repair program in Quilcene with Maintenance Manager Aase. Met with County on Quilcene sewer/septic issues. Also looking at water capacity there. Reported on surplus of mobile home in Quilcene – expects to sell by end of month.

Continues to work on leases, stormwater project implementation, and relocation of vessels from one area of the yard to another in preparation of graveling project.

75-ton had some maintenance issues today – Shawn Wiles working on.

Recent low tides have allowed maintenance to make repairs to Mats Mats and Gardiner boat launches, and rock placement at Boat Haven ramp. Plan to continue with maintenance and hope to replace in approximately five years, with assistance from an RCO grant.

Undergoing review of Port's advertising program. Working with Ms. Nelson on Pacific Marine Expo and Seattle Boat Show.

PYR is moving into their leased yard location. Met with PUD on power issues, with the help of Mr. Aase.

Ms. Matej provided an update on the recent Boat Haven restroom/laundryroom renovation open house, where 13 people attended. All information is on the Port's website. Community hygiene access came up at open house.

Continues with Point Hudson outreach, including scheduling meetings, planning for an open house and an information booth at the Wooden Boat Festival, Facebook and website posting.

Commissioner Tucker asked about comments received on public hygiene access.

Ms. Gibboney reported she just met with Hospital Administrator, Mike Glenn and learned that the hospital is discussing with the City the possibility of locating at Mountain View property.

Mr. Toews reported he attended a productive meeting in Quilcene with Quilcene community leaders on the wastewater feasibility study. He stated Tetra Tech has completed 65-70% of their work. He discussed the two alternatives - one a larger area including 88 lots, with a project cost estimate of \$6-12.5M, and the other a smaller area - the core area of the Quilcene Community Village, with an estimated project cost of \$6-8M. He will be back in Quilcene in early October to present the completed feasibility study. Ms. Gibboney added this is beyond the Port's scope of authority and upon completion of the study, the project will be handed back over to the County. Mr. Toews reported he received many thanks for the Port's role with the process from meeting attendees.

Mr. Toews stated he expects to receive formal feedback this Friday on the BIG Tier II grant application for the north jetty at Point Hudson. He will then work on the report, based on findings, and will submit the final application by August 15. Planning for bonding for the south jetty will begin soon.

Mott MacDonald is under contract to complete Point Hudson engineering work. Aiming for bid-ready date of February 1, 2018.

Mr. Toews reported he is working to get the FAA, WSDOT Aviation and Reid Middleton together for an upcoming meeting with pilots at JCIA for the runway project.

He is happy to report the vessel "Cool Change" which was abandoned at the Port Hadlock ramp was sold. It will be removed by the end of the day tomorrow. Mr. Englin announced a derelict vessel in the yard was also just sold.

Mr. Toews announced the John Cobb might actually be heading for Oregon waters the first part of August.

Last, Mr. Toews reported he is working with staff on the Point Hudson development strategy.

Ms. Berg reported she has been working on accounting functions, including IT issues. She reported on a recent staff recognition held last week where Q2 birthdays and employee milestones for years of service with the Port were celebrated. (Sue Nelson, Jean Jameson, David Johnson-15 years; Shannon Counsellor, Pete Parrish, John Green-10 years.)

Ms. Nelson briefed on electronic file management progress.

IX. PUBLIC COMMENTS (1:05:21):

Bill Putney asked about the Port's advertising budget and whether the airport is included in those plans. Mr. Englin discussed a thorough walk-through he attended at the airport that included the 18-acre industrial park area, with airport tenants Scott Erickson, Eric Taylor, Commissioner Hanke and Mr. Aase. Available capacity will be determined and if we find we have the capacity, advertising the airport will be a consideration.

X. COMMISSIONER COMMENTS (1:10:50):

Commissioner Tucker discussed the recent WA Public Ports Commissioners Conference he attended, where the WPPA attorney talked about how Port Powers were granted. Commissioner Tucker stated he learned there is a new push for passenger ferry service and that there is federal funding available for operations. He also passed on information he learned of on co-op agreements between ports on projects including Broadband and "dark" fiber. Also included at the conference was discussion on a proposed finance program between ports.

Ms. Gibboney reminded Port of Port Angeles Director Goschen contacted her and would like to plan a joint meeting between the Port of PA and the Port of PT that would include discussion on possible partnerships. Ms. Gibboney reported a meeting would be scheduled around the first of the year, due to our present heavy work schedule.

Commissioner Tucker reported he would attend tomorrow's NODC meeting, Workforce Training will be discussed.

Commissioner Clinefelter asked if staff could consider contacting reps from "Make it in Washington" and inviting them to a future meeting or workshop to explain what they do (small manufacturing assistance). Mr. Englin continued the discussion on Workforce Training.

XI. NEXT PUBLIC WORKSHOP & REGULAR MEETING:

Wednesday, August 9, 2017 – workshop at 9:30 a.m., regular meeting at 1:00 p.m. in the Port Commission Building, 333 Benedict St, Port Townsend.

XII. EXECUTIVE SESSION:

The regular session recessed for Executive Session at 6:54 p.m., with a three-minute period for audience members to exit the room. At 6:57 p.m. the Executive Session began to discuss Litigation, pursuant to RCW 42.30.110 (i), five-minute duration, and no action. At 7:04 p.m. Ms. Nelson notified any public waiting for re-adjourment of a five-minute extension to the session.

XIII. ADJOURNMENT:

The meeting reconvened and adjourned at 7:09 p.m. there being no further business to come before the Commission.

ATTEST:

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Peter W. Hanke, President

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Stephen R. Tucker, Secretary

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Brad A. Clinefelter, Vice President

**PORT OF PORT TOWNSEND**

**MEETING OF: AUGUST 9, 2017**

**AGENDA ITEM: V. Second Reading**

**A. Resolution No. 668-17, Amending the Delegation of Authority to Port Management adopted by Resolution No. 655-17**

**BACKGROUND:**

On January 25, 2017, the Port Commission adopted Resolution No. 655-17, delegating authority to Port management to the Port's Executive Director (ED), consistent with RCW 53.08.270. Resolution No. 655-17 adopted and incorporated by reference a policy as Exhibit "A" establishing the limits to, and conditions upon, the administrative authority delegated to the ED.

Section VI of Exhibit "A" to Resolution 655-17 specifically delegates Commission authority to the ED concerning real and personal property rentals or leases. As set forth in the existing policy, the ED's authority is limited to agreements that do not exceed one year in duration. Section VI also appears to be missing key terms, specifically: the conditions placed upon the exercise of delegated authority.

Resolution No. 668-17 (attached) proposes to amend the existing delegation of authority to:

1. Increase the length of agreements that may be entered into by the ED without Commission approval to five (5) years; and
2. Place unambiguous limits (conditions) upon the ED's exercise of that authority.

The Executive Director and the Port's Management Team believe this change to be necessary and important to further the efficient operation of the Port. As the ED and Management Team seek to maximize efficient and profitable use of the Port's assets, we anticipate entering into numerous one (1) to five (5) year term lease agreements. Continuing to require that short-term lease agreements receive Commission approval will materially impair the Port's ability to responsively and effectively conduct business. However, the proposed grant of additional authority to the ED is carefully limited to ensure consistency with state and local law and the Commission's management objectives.

This matter previously came before the Commission for a First Reading on July 26, 2017.

**Action Requested:** Approve the attached Resolution No. 668-17 amending the Delegation of Authority to Port Management previously adopted under Resolution 655-17.



**RESOLUTION NO. 668-17**

**A Resolution of the Commission of the Port of Port Townsend**

**RESOLUTION AMENDING THE DELEGATION OF AUTHORITY TO PORT MANAGEMENT ADOPTED BY RESOLUTION NO. 655-17**

**WHEREAS**, section 53.12.270 of the Revised Code of Washington provides authority to the Port Commission for delegation of powers to Port Management, and;

**WHEREAS**, the Port Commission has developed a delegation of authority policy requiring annual re-adoption, and;

**WHEREAS**, following the receipt of public comment, the Port Commission discussed and adopted Resolution No. 655-17 on January 25, 2017 which delegated specific authority to port management to the Port District's Executive Director; and

**WHEREAS**, Exhibit "A", was adopted by and incorporated by reference within Commission Resolution No. 655-17, and inter alia, delegates the authority to the Executive Director to enter into real and personal property leases and agreements not exceeding one (1) year in duration; and

**WHEREAS**, Section VI of Exhibit "A" to Resolution No. 655-17 neglected to incorporate criteria and conditions limiting the Executive Director's delegated authority to enter into real and personal property leases and agreements; and

**WHEREAS**, the Commission desires to facilitate the responsive and effective conduct of Port business by amending the existing delegation of authority to allow the Executive Director or her/his designee to execute real property leases and agreements of up to five (5) years in duration subject to clear limitations on authority;

**NOW, THEREFORE BE IT HEREBY RESOLVED:** the Port of Port Townsend Commission as follows:

Section VI of Exhibit "A" to Resolution No. 655-17, setting forth the Executive Director's administrative authority to enter into real and personal property lease and rental agreements shall be amended to read as follows:

**VI. REAL & PERSONAL PROPERTY RENTALS OR LEASES**

All real & personal property belonging to the Port, when available for rent or lease, shall, except as otherwise provided herein below, be leased only under an appropriate written lease instrument, approved by the Commission, and accompanied by a lease bond or

other form of security in accordance with RCW 53.08.085. The term lease as used herein may refer to rental agreements, operating agreements or use agreements. Provided, however, in the case of a month-to-month lease subject to all the following conditions, the ED may execute the lease: However, the Executive Director, or two management level Directors authorized in writing by the ED, may execute short-term leases (i.e., terms of five (5) years or less) subject to the following conditions:

- A. The estimated cost of real property improvements to be undertaken by the Port precedent to lease, exclusive of applicable taxes, will not exceed Twenty-Five Thousand Dollars (\$25,000.00).
- B. The appropriate lease surety must be in place consistent with statutory requirements and the Port's standard form lease, with the exception of State and Federal leases that require use of the tenant's lease form, as long as the content of the lease form does not materially change the intent expressed in the Port's standard lease form.
- C. The arrangements for the short-term occupancy shall be evidenced by the Port's standard form lease (except that any clearly inapplicable provision or provisions inconsistent with the policy set forth herein may be deleted from the standard form).
- D. The use to which the property may be put by the tenant shall be expressly stated and shall be in accordance with applicable land and shoreline use regulations and any standards of use adopted by the Commission for the same or similar Port property or properties.
- E. The lease may not be renewed or otherwise extended beyond five (5) years

without prior Commission approval.

All other provisions of the delegation of authority to Port management set forth in Exhibit "A" to Resolution No. 655-17, adopted on January 25, 2017, shall remain in effect.

**ADOPTED** this 9<sup>th</sup> day of August 2017, by the Commission of the Port of Port Townsend and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission duly affixed.

**ATTEST:**

\_\_\_\_\_  
Stephen R. Tucker, Secretary

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Peter W. Hanke, President

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Brad A. Clinefelter, Vice President

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Port Attorney

**PORT OF PORT TOWNSEND**

**MEETING OF:** August 9, 2017

**AGENDA ITEM:** VII. Regular Business  
A. Potential Memorandum of Understanding (MoU) with the Point  
Hudson Boat Shop Re: Armory Building Fire/Safety  
Improvements

**BACKGROUND:**

To be presented.

**Executive Director's Recommendation:**

For discussion and direction.

**PORT OF PORT TOWNSEND**

**MEETING OF:** August 9, 2017

**AGENDA ITEM:** VII. Regular Business  
B. June 2017 Financials

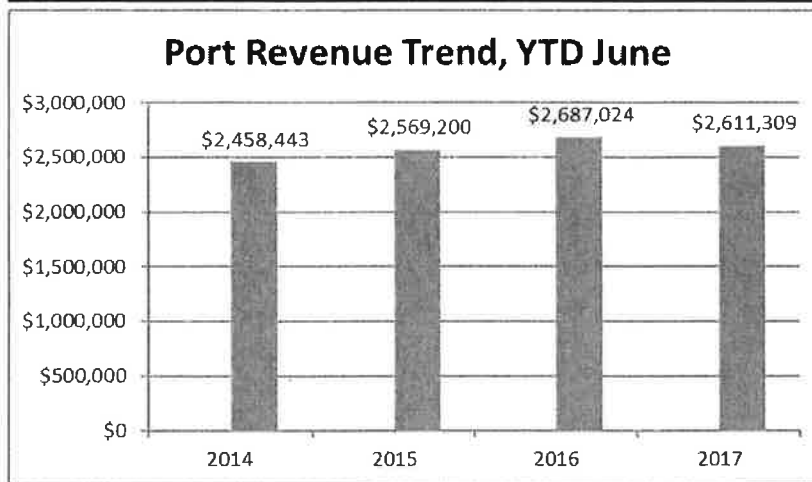
**BACKGROUND:**

In the Commission meeting packet for their review, is the year-to-date operating results of the Port. This is measured against the same period of the prior year and compares the budget to actual percentage of activity. The highlights of activity results are included in the narrative.

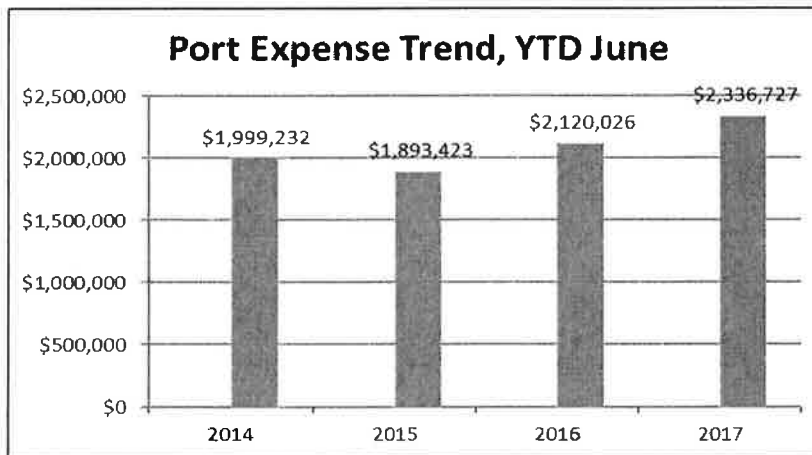
**Executive Director's Recommendation:**

For review.

**DATE:** July 28, 2017  
**TO:** Commissioners and Directors  
**FROM:** Abigail Berg, Director of Finance & Administration  
**SUBJECT:** Port Operating Results as of June 30, 2017



YTD Operating Revenues are \$75,715 less than the previous year, and short of budgeted amounts by 6.3%, although the new rates did not go into effect until April 1 (for Marinas & RV Parks) and May 1 (Yard). Utilities and Ramps are the only revenue line items above budget at 51.9% and 62%, respectively. Yard operation revenue continues to be the most significant comparative difference between 2017 and 2016 at \$110,132 (decrease). Fuel Sales & Leases are the furthest below budget at 35.2%, though more than 2016 YTD by \$1,673.



Through June 2017, Operating Expenses are at 47.2% of total budget while we are through 50% of the year. Compared to the previous year, total Operating Expenses are up by \$216,701. Outside Services and Cost of Goods – Fuel are both ahead of budget, by 5.8% (or \$64,912) and 4.6% (or \$1,824). The remaining Operating Expense line items are below budget.

Before depreciation, Net Operating Income is \$274,582 and after depreciation, there is a loss of \$524,158. When including Non-Operating Revenues and Expenses, there is a Net Loss of \$145,007. This exceeds the previous year by \$394,091. The YTD loss decreased by \$47,464 in June when compared to May.

In June, the Port expended \$42,437 in WIP (capital project "Work in Progress"). 84% of these expenses were for the L3 Stormwater and Point Hudson Jetty projects.

On June 1<sup>st</sup>, the Port paid \$108,819 in bond interest on the 2010 LTGO Bond. For the remainder of 2017, the following Debt Service payments will be due:

- July 1<sup>st</sup> - \$431,351 principle and interest for both the 2006 LTGO and 2015 LTGO Bonds
- July 31<sup>st</sup> - \$52,750 principle and interest on CERB loan (*final payment*)
- November 1<sup>st</sup> - \$209,372 principle and interest on the 2013 Jr. Lien Revenue Bond.
- December 1<sup>st</sup> - \$368,819 principle and interest on the 2010 LTGO Bond.

Together these remaining debt service payments for 2017 total \$1,062,292.

End of month, the cash and investment balances were \$2,941,193, down by \$23,808 from May. Of that cash and investment balance \$812,234 are reserves leaving a \$2,128,959 in unreserved cash and investment balances.

**Port of Port Townsend**  
**Summary of Operating & Non-Operating Revenues & Expenses**  
**2017 Activity with Comparison to Prior Year and Budget**

	Actual thru June 30, 2016	Actual thru June 30, 2017	Variance year to year	2017 Budget	% Actual to Budget at 50% of year
<b>REVENUES</b>					
Marinas and RV Parks	1,147,790	1,141,702	(6,088)	2,660,000	42.9%
Yard Operations	847,451	737,319	(110,132)	1,764,924	41.8%
Property Leases & Use	543,470	561,142	17,672	1,215,000	46.2%
Fuel Sales & Leases	15,932	17,605	1,673	50,000	35.2%
Ramp Use	25,732	34,081	8,350	55,000	62.0%
Utilities	106,649	119,459	12,809	230,076	51.9%
<b>Total Operating Revenues</b>	<b>2,687,024</b>	<b>2,611,309</b>	<b>(75,715)</b>	<b>5,975,000</b>	<b>43.7%</b>
<b>OPERATING EXPENSES</b>					
Personnel	1,309,129	1,493,104	183,975	3,006,270	49.7%
Outside Services	182,303	247,215	64,912	443,310	55.8%
Facilities & Operations	334,907	316,564	(18,343)	805,809	39.3%
Utilities	241,194	242,269	1,075	554,180	43.7%
Marketing	23,495	17,496	(5,999)	54,450	32.1%
Economic Development	12,500	-	(12,500)	40,000	0.0%
Travel & Training	11,772	12,916	1,144	30,000	43.1%
Cost of Goods - Fuel	4,725	6,548	1,824	12,000	54.6%
Community Relations	-	615	615	4,000	15.4%
<b>Total Operating Expenses</b>	<b>2,120,026</b>	<b>2,336,727</b>	<b>216,701</b>	<b>4,950,019</b>	<b>47.2%</b>
<b>Income from Operations w/o Depr</b>	<b>566,999</b>	<b>274,582</b>	<b>(292,417)</b>	<b>1,024,981</b>	<b>26.8%</b>
<b>Depreciation Expense</b>	<b>765,449</b>	<b>798,740</b>	<b>33,291</b>	<b>1,585,632</b>	<b>50.4%</b>
<b>Income (Loss) from Operations w/Depr</b>	<b>(198,451)</b>	<b>(524,158)</b>	<b>(325,708)</b>	<b>(560,651)</b>	<b>93.5%</b>
<b>Non-Operating Revenue</b>					
Capital Contributions/Grants	88,388	12,410	(75,978)	168,750	7.4%
Interest	19,346	24,915	5,568	38,000	65.6%
Property & other taxes	520,848	504,898	(15,951)	1,020,000	49.5%
Miscellaneous Non-Operating Revenue	10,862	24,470	13,608	16,200	151.0%
<b>Total Non-Operating Revenues</b>	<b>639,444</b>	<b>566,692</b>	<b>(72,752)</b>	<b>1,242,950</b>	<b>45.6%</b>
<b>Non-Operating Expenses</b>					
Bond Interest	186,755	176,514	(10,241)	369,339	47.8%
Bond Mgmt, Issuance, Investment	5,156	11,027	5,871	154,940	7.1%
Election Expense	-	-	-	17,340	0.0%
<b>Total Non-Operating Expenses</b>	<b>191,911</b>	<b>187,541</b>	<b>(4,370)</b>	<b>541,619</b>	<b>34.6%</b>
<b>Net Non-Operating Income(Expense)</b>	<b>447,534</b>	<b>379,151</b>	<b>(68,383)</b>	<b>701,332</b>	<b>54.1%</b>
<b>Net Income (Loss)</b>	<b>249,083</b>	<b>(145,007)</b>	<b>(394,091)</b>	<b>140,680</b>	<b>-103.1%</b>