

PORT OF PORT TOWNSEND

PROPOSED RESERVE POLICY UPDATES

Second Reading - April 8, 2026

Current Operational & Capital Reserve			
Res. No.	Reserve Policy	Target Balance	Balance
			As of
			12/31/2025
Liquid Cash - Undefined			
	TOTAL LIQUID CASH (undefined)		\$1,362,915
OPERATIONAL RESERVES			
692-19	Establishing an Operating Fund	1,625,000	23,405
730-20	Emergency Reserve Fund	500,000	500,000
	Unemployment Reserve	10,000	10,000
863-25	Property Tax Reserve		0
	TOTAL OPERATIONAL RESERVES		\$533,405
CAPITAL RESERVES			
433-04	Boat Haven Renovation		436,068
693-19	Port-wide Capital Reserve	990,000	715,217
	TOTAL CAPITAL RESERVES		\$1,151,285
CAPITAL IDD RESERVES			
712-19	IDD Levy Reserve		\$8,390,244
	TOTAL CAPITAL IDD RESERVES		\$8,390,244
	TOTAL PORT OPERATIONAL AND CAPITAL RESERVES		\$10,074,934

Proposed Operational & Capital Reserve			
Res. No.	Reserve Policy	Target Balance	Balance
			As of
			1/31/2026
Liquid Cash - Defined			
	2 months of operating expenses 1/2 month of capital budget 1 month of annual debt obligations	2026 est. \$2.1 m	3,064,713
	TOTAL LIQUID CASH		\$3,064,713
OPERATIONAL RESERVES			
871-26	Establish Economic Development Initiatives & Emergency Reserve Fund E&E Fund	1,000,000	523,405
	Unemployment Reserve	10,000	10,000
863-25	Property Tax Reserve		3,630
	TOTAL OPERATIONAL RESERVES		\$537,035
CAPITAL RESERVES			
873-26	Port-wide Capital Reserve		1,151,285
	TOTAL CAPITAL RESERVES		\$1,151,285
CAPITAL IDD RESERVES			
712-19	IDD Levy Reserve		\$9,094,287
	TOTAL CAPITAL IDD RESERVES		\$9,094,287
	TOTAL PORT OPERATIONAL AND CAPITAL RESERVES		\$10,782,607