RESOLUTION NO. 512-08

A Resolution of the Commission of the Port of Port Townsend

RESOLUTION ESTABLISHING THE YEAR 2009 OPERATING BUDGET, AND AUTHORIZING CERTAIN DISBURSEMENTS TO MEET EXPENSES OF THE PORT OF PORT TOWNSEND FOR THE YEAR 2009.

WHEREAS: under the provisions of RCW 53.35.030 the Port Commission of the Port of Port Townsend is authorized to adopt a final budget for the year 2009, and;

WHEREAS: the required filing, notice and public hearing on the preliminary budget as provided in RCW 53.35.020 have been met;

NOW, THEREFORE BE IT HEREBY RESOLVED by the Port Commission of the Port of Port Townsend, that receipts and disbursements for the Port of Port Townsend operations for the year 2009 shall be as per the attached marked "Exhibit A", Port of Port Townsend Year 2009 Operating Budget.

ADOPTED this 25th day of November 2008, 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

John N. Collins, Secretary

David H. Thompson, President

APPROVED AS TO FORM:

Herbert F. Beck. Vice President

Malcolm S. Harris, Port Attorney





2009 Operating Budget

Adopted: November 25, 2008 Resolution No. 512-08

Port of Port Townsend

2009 Operating Budget

Table of Contents

Introduction	1- 2
Consolidated Operating Budget	3 - 8
Consolidated Operating Budget – By Department	6
Charts:	
Revenue, Expense & Net Income for 2000 – 2009	7
2009 Sources of Funds	8
Budgeted Sources of Funds for 2004 – 2009	9
2009 Uses of Funds	10
Budgeted Uses of Funds for 2004 – 2009	11
Cash Flow Analysis	12
Department Budgets:	
PTBH / Ship Moorage	13
PTBH Fuel Dock	14
Work Yard / Hoist	15
Ship Yard / Hoist	16
PTBH / Ship Property Rental	17
Point Hudson	18
Quilcene	19
Boat Ramps	20
J.C.I.A.	21
Maintenance	22
Commission	23
Executive	24
Accounting	25
Non-Operating	26
2009 Operating Equipment Budget	27
2009 Staff Salary Distribution by Department	28



P.O. Box 1180 • Port Townsend, Washington 98368-4624

Administration: (360) 385-0656

Operations: (360) 385-2355

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INTRODUCTION

Date:

November 26, 2008

To:

All Port Patrons, Jefferson County Taxpayers, Port Commissioners,

Port Staff, and All Other Interested Individuals

This adopted 2009 Operating Budget for the Port of Port Townsend is the product of discussions held in our budget workshops, of August 13th, September 10th, and October 8th, and was developed around the assumptions as they were discussed during those workshops and regular Commission meetings.

The budget was formally presented, reviewed and discussed at the Commission meeting on October 22nd and November 12th. A formal Public Hearing was held on November 12th, as per RCW 53.35.030, with both afternoon and evening sessions, in order to accommodate all persons wishing to address the budget. This Budget was adopted on November 25th, by Resolution No. 512-08.

Overview:

The Port has taken what it believes to be a conservative approach to forecasting revenues for 2009, especially in those areas that are most subject to economic and other fluctuations, including PTBH Guest Moorage, Work Yard and Ship Yard activity, Point Hudson activities, and fuel sales at PTBH and Quilcene.

The Port is taking no increase in its Property Tax levy, other than the amount resulting from new construction, for a total levy request of \$839,300. Based on preliminary assessed value numbers for Jefferson County, the 2009 levy rate will be approximately \$.164/\$1,000 of A.V., making 2009 the eighth straight year that the levy rate has declined.

Adjustments to operating rates for 2009 were approved as part of the budget adoption, with a 3% increase to all categories of monthly moorage and airport hangar rentals. Work Yard, Ship Yard and Long-Term Yard storage rates all remain unchanged, however most other rates associated with the yard operations were adjusted. Most other revenue sources are budgeted for relatively flat growth.

The Port's 2009 Operating Budget is balanced, however, it forecasts a reduction in operating revenues of \$319,050 (5.7%) from the 2008 Budget. Most of this decrease is attributable to the leasing out of the J.C.I.A. fueling operation to a private operator, as of January 1, 2009. Other areas budgeted for declines in gross revenues are the PTBH Fuel Dock, due to the decline in fuel prices, and Work Yard, where current levels of service continue to run lower than had been anticipated, even after reductions in the Yard rates, which were implemented in November, 2007.

Operating expenses before Depreciation are forecast to decrease by approximately \$45,000 (1.3%) in 2009. The largest change in expense items comes from the reduction of 2.05 FTE's in Port staff. This comes from the deletion of two permanent staff positions, plus converting one seasonal maintenance position into a full-time position, and the deletion of .69 FTE's in summer temporary positions in Moorage, the PTBH Fuel Dock, and Pt Hudson operations.

Net Income for 2009 is budgeted to be \$150,830, down from the 2008 Revised Budget forecast of \$172,830, and from the actuals of \$1,052,155 and \$588,543, in 2006 & 2007 respectively.

This budget calls for positive cash flow, after required debt service principal payments, equipment purchases, and staff costs budgeted to capital, of approximately \$489,277, to put toward capital projects and/or to fund reserves in 2009, down from \$547,494 forecast from the 2008 Operating Budget.

The Consolidated Operating Budget-By Department on page #6 is a one page summary of all of the Cost Center budgets presented on pages #13-26. Additionally, the charts on pages #7-11 are intended to present much of the financial data in an easier to read and comparative format.

For additional information or questions regarding the Port's 2009 Operating Budget, please contact the Port at 360-385-0656, or email <u>info@portofpt.com</u>. The budget can also be found on the Port web site @ www.portofpt.com.

Port of Port Townsend 2009 Consolidated Operating Budget Adopted November 25, 2008

	2006	2007	2008	2009
	Actual	Actual	Budget	Budget

Revenues:				
PTBH - Perm Moorage	\$738,936	\$801,240	\$825,000	\$850,000
PTBH - Ship Moorage	36,539	34,260	45,000	43,000
PTBH - Environmental Fee	13,321	17,277	17,000	17,500
PTBH - Liveaboard Fee	13,950	12,045	12,000	14,000 85,000
PTBH - Electric PTBH - Monthly Guest	77,223 136,310	78,036 112,559	78,000 80,000	122,000
PTBH - Monthly Guest	165,428	182,973	150,000	140,000
PTBH - Showers	18,569	15,348	18,000	16,000
PTBH - Laundry	5,594	5,665	6,000	6,000
PTBH - Passenger Fee	103	0	200	200
Work Float Usage	642	2,863	2,500	3,000
_ift Pier Usage	2,100	2,475	2,500	2,500
PTBH - Miscellaneous	13,828	15,592	12,000	12,000
Total Moorage Revenue	1,222,543	1,280,333	1,248,200	1,311,200
PTBH - Fish 'N Hole Lease Revenue	20,056	2,247	0	0
PTBH - Fuel Sales - Diesel	0	462,299	620,000	620,000
PTBH - Fuel Sales - Gas	Ō	189,943	235,000	205,000
PTBH - Fuel Dock - Miscellaneous		11,018	11,000	9,000
Total PTBH Fuel Dock Revenue	20,056	665,507	866,000	834,000
Work Yard - Hoist Revenue	230,559	238,272	235,000	220,000
Work Yard - Hoist Nevende Work Yard - Washdown Revenue	27,087	37,325	37,000	38,000
Work Yard - Yard Revenue	667,097	736,571	675,000	570,000
Nork Yard - Credit From Moorage	10,777	7,270	12,000	20,000
Work Yard - Environmental Fee	18,296	19,580	20,000	25,000
Work Yard - Electric	3,285	3,520	3,000	0
Nork Yard - Liveaboard Fee	6,788	4,255	5,000	2,000
Nork Yard - Tarp Pool Fee	11,516	15,106	18,000	22,000
Work Yard - L/T Storage	55,244	59,082	65,000	60,000
Nork Yard - Blocking Rent	0	10,111	9,000	12,000
Nork Yard - Miscellaneous Revenue	19,311	15,401	10,000	7,000
Total Work Yard Revenue	1,049,960	1,146,493	1,089,000	976,000
Ship Yard - Hoist Revenue	91,521	76,951	100,000	93,000
Ship Yard - Washdown Revenue	10,500	9,037	9,500	40,000
Ship Yard - Yard Revenue	253,531	264,527	260,000	270,000
Ship Yard - Environmental Fee	8,143	8,264	7,500	9,700
Ship Yard - Electric	14,536	17,000	14,000	25,000
Ship Yard - Blocking Rent	0	0	1,000	1,000
Ship Yard - Miscellaneous Revenue	6,501	6,104	5,000	5,000
Ship Yard - Bilge Water Revenue	1,136	3,286	1,000	1,000
Marine Trades 3% Revenue	75,539	50,874	75,000	75,000
Total Ship Yard Revenue	461,407	436,043	473,000	519,700
PTBH Prop - Lease Revenue	283,622	285,044	300,000	300,000
PTBH Prop - Electric	2,073	(508)	2,000	2,000
PTBH Prop - Ind Park Bldg Lease	119,224	151,638	158,000	161,000
PTBH Prop - Storage Unit Revenue	7,524	7,322	10,000	10,000
PTBH Prop - Indus Park Utility Reimb	14,774	15,110	15,000	15,000
Total PTBH Property Revenue	427,217	458,606	485,000	488,000

Port of Port Townsend 2009 Consolidated Operating Budget Adopted November 25, 2008

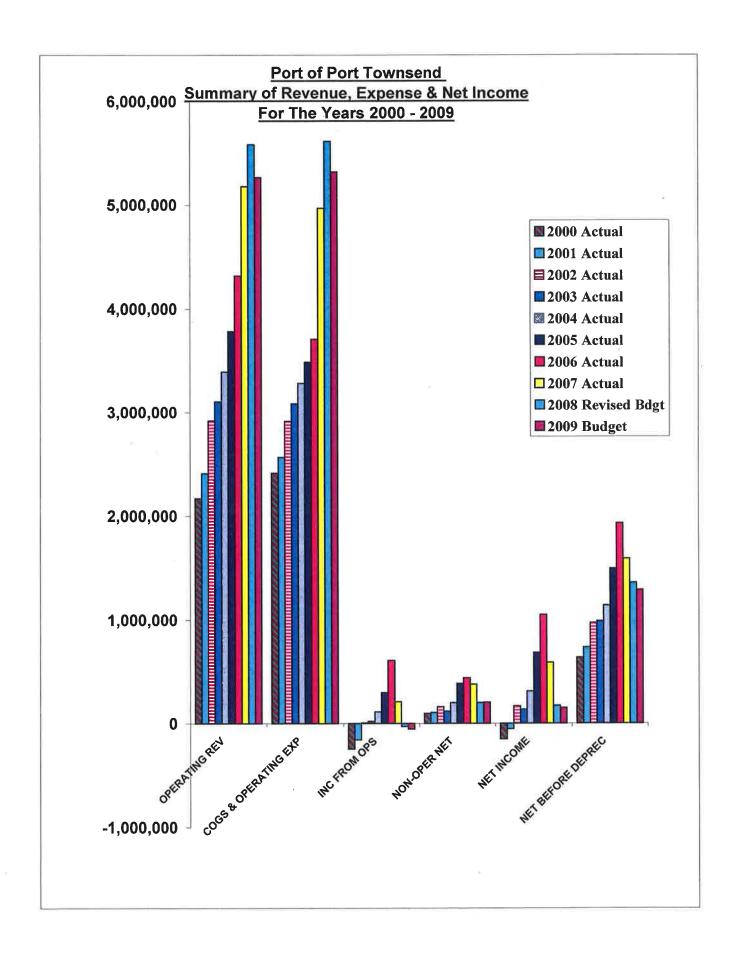
	, the production in			
	2006	2007	2008	2009
,	Actual	Actual	Budget	Budget
Revenues: con't				
Quilcene - Permanent Moorage Quilcene - Liveaboard Fee	\$28,742 400	\$47,361 660	\$50,000 660	\$47,000 660
Quilcene - Environmental Fee	0	1,630	1,500	1,500
Quilcene - Nightly Moorage	2,403	2,489	2,500	2,500
Quilcene - Nightly R.V.	1,561	1,422	1,500	1,500
Quilcene - Fuel Sales - Diesel	1,737	2,554	1,500	7,500
Quilcene - Fuel Sales - Gas Quilcene - Electric	12,355 1,619	11,546 2,662	10,500 3,000	13,000 3,000
Quilcene - Rental Property Revenue	4,000	6,000	6,000	6,000
Quilcene - Showers	0	0	5,000	2,000
Quilcene - Lease Revenue	38,455	37,643	38,500	39,500
Quilcene - Water	7,485	8,430	7,000	8,000
Quilcene - Miscellaneous Revenue	320	625	500	500
Total Quilcene Revenue	99,077	123,022	128,160	132,660
Ramps - Ramp/Parking Fee	16,153	16,277	16,000	21,000
Total Boat Ramp Revenue	16,153	16,277	16,000	21,000
Pt Hudson - Perm Moorage	48,963	33,195	62,000	73,000
Pt Hudson - Environmental Fee	1,207	556	2,100	2,100
Pt Hudson - Liveaboard Fee	2,900	944	3,800	4,800
Pt Hudson - Monthly Guest	22,561	9,890	60,000	58,000
Pt Hudson - Nightly Guest	136,709	152,149	195,000	207,000
Pt Hudson - Monthly R.V. Pt Hudson - Nightly R.V.	41,010 172,506	32,321 183,385	26,000 215,000	30,000 150,000
Pt Hudson - Reservation Fee	172,300	18,479	18,000	18,000
Pt Hudson - Kayak Racks	Ö	1,350	2,000	5,000
Pt Hudson - Electric	16,582	13,194	15,000	18,500
Pt Hudson - Utility Reimbursement	2,805	2,521	3,000	3,000
Pt Hudson - Showers Pt Hudson - Laundry	6,993 7,156	8,748 6,280	7,500 9,000	7,500 7,000
Pt Hudson - Passenger Fee	2,564	5,589	6,000	2,400
Pt Hudson - Fuel Commission	2,290	673	2,000	1,500
Pt Hudson - Bldg Lease Revenue	208,816	227,087	238,000	255,000
Pt Hudson - Event Facility Revenue	800	225	500	200
Pt Hudson - Miscellaneous Revenue	13,589	15,956	15,000	1,500
Total Point Hudson Revenue	687,451	712,542	879,900	844,500
JCIA - Lease Revenue	72,865	70,584	93,000	96,000
JCIA - Hangar Revenue	29,530	30,699	33,200	34,000
JCIA - Vehicle Parking Revenue	255	280	500	500
JCIA - Aircraft Parking	3,169	3,072	3,000 500	3,200 50 0
JCIA - Landing Fee JCIA - Rental Property Revenue	688 6,600	562 5,622	4,250	300
JCIA - Miscellaneous Revenue	323	1,100	100	300
JCIA - Fuel Sales Revenue	223,402	228,520	265,000	0
JCIA - Fuel Lease Revenue	0	0	0	4,200
Total JCIA Revenues	336,832	340,439	399,550	138,700
Gross Operating Revenue	4,320,696	5,179,262	5,584,810	5,265,760
Cost of Goods Sold:				
Fuel - PTBH	0	535,633	679,000	680,000
Fuel - Quilcene	11,409	12,246	9,700	17,000
Fuel - JCIA	189,626	198,861	227,000	7.00
Oil, Bait, Snacks - PTBH	0	10,855	8,000	7,000
Moorage Credit System	22,286	17,063	25,000	40,000
	223,321	774,658	948,700	744,000
Total Cost of Goods Sold	223,021	174,000	4,636,110	

Port of Port Townsend 2009 Consolidated Operating Budget Adopted November 25, 2008

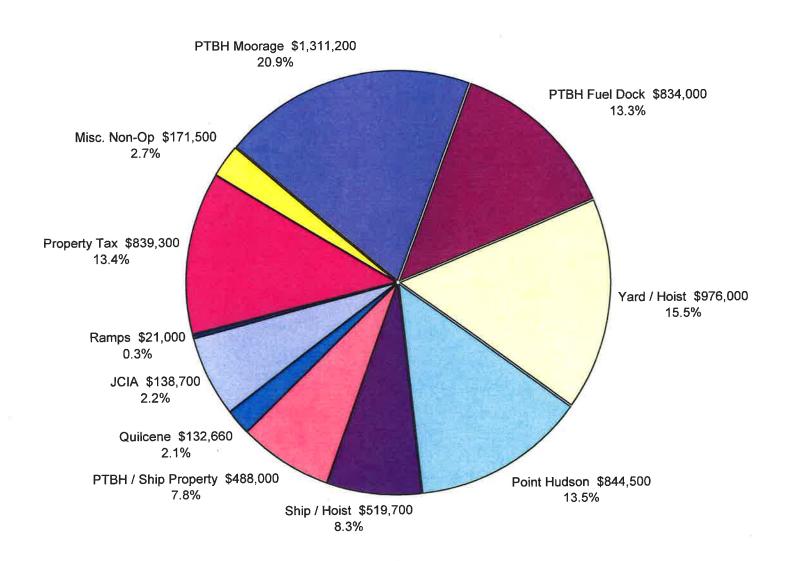
	2006 Actual	2007 Actual	2008 Budget	2009 Budget
			380	
Operating Expenses:				
Salaries & Wages	\$1,067,043	\$1,251,125	\$1,415,097	\$1,397,700
Payroll Taxes	99,214	116,341	151,015	147,190
Employee Benefits	256,598	333,437	393,372	407,035
Uniform Expense	6,126	5,226	7,990	9,000
Contract Services	121,661	142,054	148,860	143,000
Legal & Auditing	56,395	25,321	75,000	30,000
Operating Supplies	160,241	149,817	164,000	164,000
Equipment Rental	1,734	4,530	4,815	6,000
Travel - 2008 (Travel & Training - 2006 & 2007)	25,468	31,804	21,700	20,800
Training - 2008	0	0	18,400	14,300
Insurance	155,184	159,326	172,500	165,000
Claims & Damages	2,767	12,384	5,500	5,000
Advertising	38,100	34,140	40,000	36,000
Promotion	1,887	1,755	8,000	5,000
Membership & Dues	12,523		13.500	
		12,396		15,500
Bank Charges	34,297	48,698	48,000	50,000
Utilities	405,900	417,357	434,600	460,750
Excise Tax	18,404	23,549	24,650	25,470
Bad Debt	18,901	40,504	25,000	25,000
Miscellaneous Expense	3,532	4,103	4,175	4,175
Repair & Maintenance	118,672	213,056	300,000	300,000
Economic Development	2,690	5,000	5,000	5,000
Buy-Out of Fuel Dock Lease	0	161,000	0	<u> </u>
Operating Expense Before Deprec.	2,607,337	3,192,923	3,481,174	3,435,920
Depreciation Expense	878,645	1,001,317	1,185,000	1,140,000
Total Operating Expenses	3,485,982	4,194,240	4,666,174	4,575,920
	=			
Income From Operations	611,393	210,364	(30,064)	(54,160)
Non-Operating Revenues:				
			400.000	400.000
Investment Interest	327,379	164,607	100,000	100,000
Operating Tax Levy	762,211	789,745	825,000	839,300
State Forest Revenues	31,503	15,909	25,000	25,000
State Timber Excise Tax	46,563	55,667	20,000	20,000
Leasehold Excise Tax	7,765	6,308	6,500	6,500
Gain (Loss) on Dispositon of Asset	(69,591)	2,132	0	0
Insurance Recovery	`68,576	3,354	0	0
Late Fees	24,533	21,867	20,000	20,000
Total Non-Operating Revenue	1,198,939	1,059,589	996,500	1,010,800
Non-Operating Expenses:				
	4		_	
Interest Exp - 1997 LTGO Bond	12,734	4,713	0	0
Interest Exp - 2005 LTGO Bond	207,897	204,351	203,522	201,250
Interest Exp - 2006 LTGO Ref Bond	80,158	81,355	79,104	72,740
Interest Exp - 2005 Revenue Ref Bond	194,774	184,812	173,624	161,390
Interest Exp - LOCAL Fund	6,596	5,947	5,271	4,566
Interest Exp - CERB Loan	60,844	43,656	26,125	23,375
Interest Exp - WA State - DFW	13,378	13,040	12,684	12,310
Interest Exp - Frontier Bank	31,373	33,267	32,156	30,979
Bond Management Fees	2,173	909	2,000	1,000
Investment Fees		1,414	1,200	1,200
	1,250		1,200	22,000
Election Expense	0	20,346	050.000	
Transfer to PTBH Renov Res Fund	47,000	80,000	250,000	275,000
Transfer to Pt Hudson Renov Res Fund Trans 1% Tax \$ to PTBH Renov Reserve	100,000 0	0 7,600	7,920	0
	758,177	681,410	793,606	805,810
Total Non-Operating Expense				
Net Non-Op Income (Expense)	440,762	378,179	202,894	204,990
Net Income	1,052,155	588,543	172,830	150,830

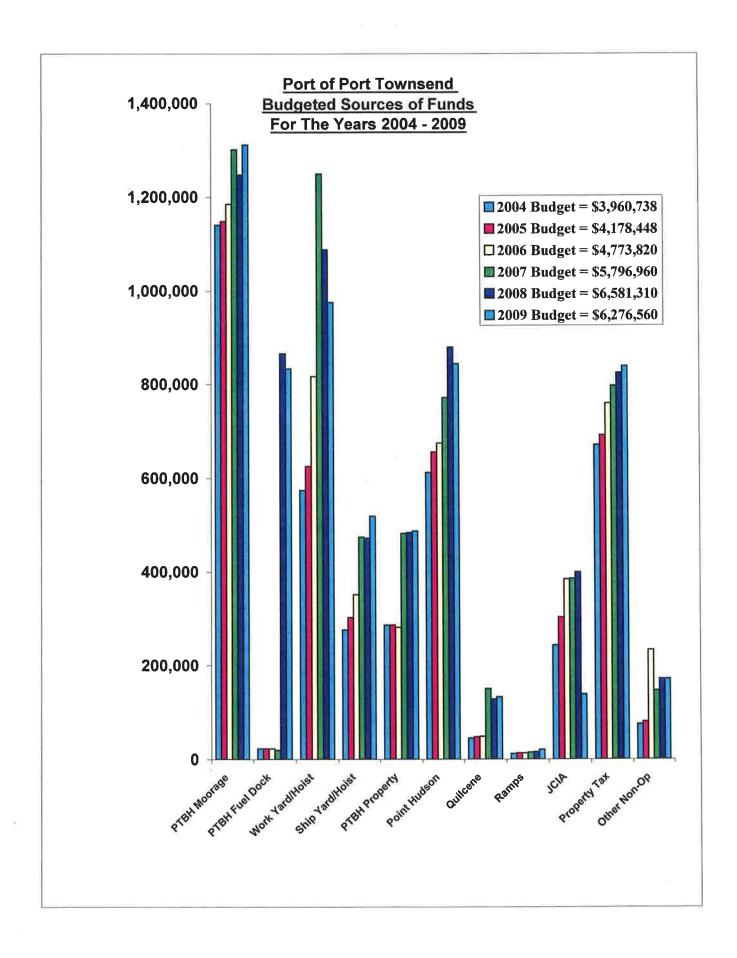
PORT OF PORT TOWNSEND 2009 Consolidated Operating Budget - By Department

	DTDU / CUID	DTDU	WORK VARR (01110 1/4 00 /	DTD:// 0.00	BT 111/12001							TOTAL
	PTBH / SHIP MOORAGE	PTBH FUEL DOCK	WORK YARD / HOIST	HOIST	PTBH / SHIP PROPERTY	PT HUDSON	QUILCENE	RAMPS	J.C.I.A.	MAINTENANCE SHOP	ADMIN. & GENERAL	NON- OPERATING	2009 BUDGET
Operating Revenues			ă)										
User Charges (Net)	1,311,200	0	976,000	519,700	2,000	589,300	66,660	21,000	38,500	0	0	0	3,524,360
Property Rentals	0	0	0	0	486,000	255,200	45,500	0	100,200	0	0	0	886,900
Fuel Sales	0	834,000	0	0	0	0	20,500	0	0	0	0	0	854,500
Total Operating Revenue	1,311,200	834,000	976,000	519,700	488,000	844,500	132,660	21,000	138,700	0	0	0	5,265,760
Operating Expenses													*
Salaries/Wages	172,750	51,625	265,725	126,475	68,325	179,350	19,400	8,600	50,700	65,150	389,600	0	1,397,700
Benefits/Payroll Taxes	70,690	21,235	109,895	52,155	27,890	73,150	7,990	3,540	20,820	28,970	146,890	0	563,225
Contract Services/Legal	30,000	550	12,500	7,500	1,000	35,200	17,500	0	9,500	250	59,000	0	173,000
Supplies/Equip Rental	30,570	2,700	47,500	17,500	2,000	15,630	4,400	800	2,300	15,700	30,900	0	170,000
Cost of Goods Sold	40,000	687,000	0	0	0	0	17,000	0	0	0	0	0	744,000
Travel Training	2,000 1,500	100 1,000	1,200 1,500	800 600	1,200 300	800 900	1,000 500	0	800 500	200 1,800	12,700 5,700	0	20,800 14,300
Insurance	34,000	6,000	15,900	11,000	20,500	21,500	6,300	500	22,000	6,100	21,200	0	165,000
Advertising/Promotion	6,250	1,500	8,000	9,500	300	11,750	500	1,500	300	0,100	1,400	0	41,000
Utilities	147,200	3,100	73,150	33,350	31,800	125,000	9,800	4,050	10,000	5,800	17,500	Ō	460,750
Bad Debt	2,000	0	19,300	2,000	500	500	500	0	200	0	. 0	0	25,000
Repair/Maintenance	100,000	10,000	43,000	25,000	47,000	22,000	20,000	5,000	13,000	15,000	0	0	300,000
Other Direct Expenses	14,600	18,000	19,700	9,700	300	15,500	1,400	495	2,970	300	22,180	0	105,145
Total Operating Expenses	651,560	802,810	617,370	295,580	201,115	501,280	106,290	24,485	133,090	139,270	707,070	0	4,179,920
Operating Income Before Deprec	659,640	31,190	358,630	224,120	286,885	343,220	26,370	(3,485)	5,610	(139,270)	(707,070)	0	1,085,840
Depreciation	121,000	16,000	82,000	138,500	113,000	247,500	56,000	15,500	334,000	16,500	0	0	1,140,000
Net Operating Income	538,640	15,190	276,630	85,620	173,885	95,720	(29,630)	(18,985)	(328,390)	(155,770)	(707,070)	0	(54,160)
Non-Operating Revenue/Expense													
Investment Interest Income												100,000	100,000
Property Tax Levy												839,300	839,300
State Forest Revenue												25,000	25,000
State Timber Excise Tax												20,000	20,000
State Leasehold Excise Tax												6,500	6,500
Customer Late Fees							83					20,000	20,000
Interest Expense - L/T Debt												(506,610) (22,000)	(506,610)
Election Expense	(275 222)											(22,000)	(22,000) (275,000)
Transfer to PTBH Reserve Bond & Investment Fees	(275,000)											(2,200)	(2,200)
Net Non-Operating Revenue	(275,000)	0	0	0	0	0	0	0	0	0	0	479,990	204,990
NET INCOME	263,640	15,190	276,630	85,620	173,885	95,720	(29,630)	(18,985)	(328,390)	(155,770)	(707,070)	479,990	150,830
Distribution of Admin & Gen Exp	(129,500)	(38,700)	(199,250)	(94,850)	(51,250)	(134,500)	(14,550)	(6,445)	(38,025)	0	707,070	0	0
NET INCOME AFTER A & G	134,140	(23,510)	77,380	(9,230)	122,635	(38,780)	(44,180)	(25,430)	(366,415)	(155,770)	0	479,990	150,830
"													/

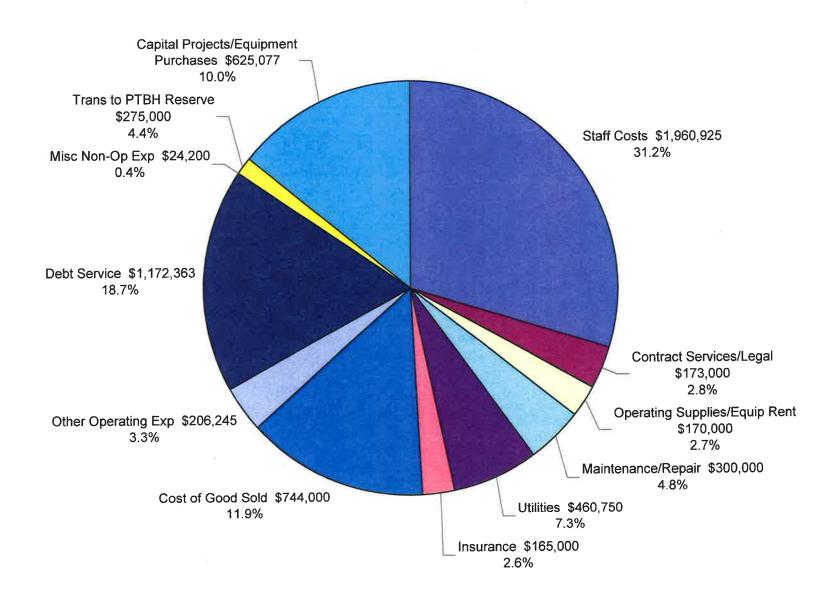


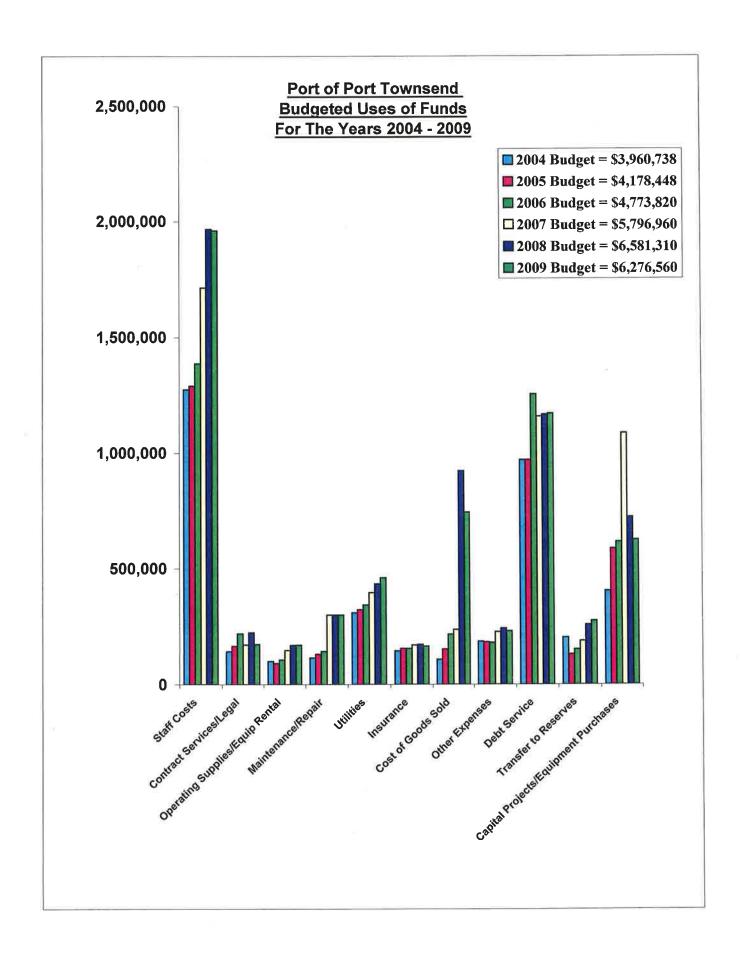
2009 Sources of Funds Total = \$6,276,560





2009 Uses of Funds Total = \$6,276,560





PORT OF PORT TOWNSEND DIRECT CASH FLOW ANALYSIS - 2009

	2009 PRELIMINARY ESTIMATE		
SOURCES OF FUNDS:			
NET INCOME FROM OPERATING BUDGET	\$	150,830	
ADD BACK: DEPRECIATION EXPENSE) -	1,140,000	
NET CASH FLOW PROJECTED FROM OPERATING BUDGET FOR 2009	\$	1,290,830	
USES OF FUNDS:			
REQUIRED PRINCIPAL DEBT SERVICE PAYMENTS		665,753	
PROPOSED EQUIPMENT PURCHASES		65,000	
STAFF COSTS BUDGETED TO CAPITAL PROJECTS FOR 2009	9	70,800	
POTENTIAL FUNDS AVAILABLE FOR CAPITAL PROJECTS			
AND/OR RESERVES FROM 2009 OPERATING BUDGET	\$	489,277	

Port of Port Townsend PTBH / SHIP MOORAGE Adopted November 25, 2008

	2006 Actual	2007 Actual	2008 Budget	2009 Budget
Revenues				
Moorage - Permanent	\$738,446	\$800,362	\$825,000	\$850,000
Moorage - Ship	36,539	34,260	45,000	43,000
Environmental Fee	13,321	17,277	17,000	17,500
Liveaboard Fee	13,950	12,045	12,000	14,000
Work Float Usage Lift Pier Usage	642	2,863	2,500	3,000
Monthly Guest Moorage	2,100 136,310	2,475 112,559	2,500	2,500
Nightly Guest Moorage	165,428	182,973	80,000 150,000	122,000 140,000
Moorage - Non LET	490	879	130,000	140,000
Electric	77,223	78,036	78,000	85,000
Miscellaneous Revenue	13,828	15,592	12,000	12,000
Showers	18,569	15,348	18,000	16,000
Laundry	5,594	5,665	6,000	6,000
Passenger Fee Fuel Sales - Diesel - Taxable	103	0	200	200
Fuel Sales - Gasoline	14,627 5,428	1,945 301	0	0
Total Revenues	1,242,598	1,282,580	1,248,200	-
Operating Expenses	1,242,330	1,202,500	1,240,200	1,311,200
Operating Expenses				
Salaries & Wages	135,351	152,734	177,587	172,750
Payroll Taxes	12,649	14,062	20,298	19,580
Employee Benefits	32,914	40,570	49,366	50,310
Uniform Expense Contract Services	242 35,984	291	550 24 500	800
Legal Expense	2,640	41,741 0	34,500 0	30,000 0
Operating Supplies	11,415	15,995	13,000	13,000
Postage	2,945	2,879	4,000	4,000
Janitorial Supplies	10,045	11,774	12,000	12,000
Fuels & Lubricants	132	660	2,500	1,500
Equipment Rental	65	65	65	70
Travel - 2008 (Travel & Training - 2006 & 2007) Training - 2008	3,794	2,494	2,800	2,000
Insurance	0 34,556	0 32,063	2,000 37,100	1,500 34,000
Claims & Damages	70	02,003	500	500
Advertising	6,679	4,378	8,000	6,000
Promotion	336	114	500	250
Bank Charges	4,561	7,491	6,000	9,000
Utilities - Water	9,385	10,038	10,000	14,000
Utilities - Electricity Utilities - Sewer	60,088	60,524	55,000	65,000
Utilities - Garbage	10,849 29,818	11,559 33,188	11,000 30,000	17,000 33,000
Utilities - Fuels	6,948	5,297	7,000	7,000
Utilities - Telephone	8,920	10,007	10,000	10.000
Utilities - Cable/I.T. Service	0	121	400	1,200
Excise Tax	4,745	4,623	5,000	5,000
Bad Bebt Expense	459	6,039	2,000	2,000
Miscellaneous Expense	128	(109)		100
Cost of Moorage Credit System Repair & Maintenance	22,286 15,617	17,063 27,637	25,000 70,000	40,000 100,000
Allocated A & G Expense	110,878	106,756	130,050	129,500
Depreciation Expense	160,479	125,721	145,000	121,000
Direct Operating Expenses	734,978	745,775	871,316	902,060
Net Income (Loss) From Operations	507,620	536,805	376,884	409,140
Transfer to PTBH Renov Res Fund	47,000	80,000	250,000	275,000
Total Transfers	47,000	80,000	250,000	275,000
Net Income (Loss)	460,620	456,805	126,884	134,140

Port of Port Townsend PTBH FUEL DOCK Adopted November 25, 2008

91 	2006 Actual	2007 Actual	2008 Budget	2009 Budget
Revenues				
Fuel Sales - Diesel - Taxable	\$0	\$366.782	\$620,000	\$620,000
Fuel Sales - Diesel - Non-Txble	0	95,517	0	φ020,000 Λ
Fuel Sales - Gasoline	ŏ	189,943	235.000	205,000
Oil Product Sales	Ŏ	1,778	2,000	1,500
Tackle Sales	Ŏ	3,985	4,000	3,500
Bait Sales	ŏ	3,115	3,000	2,500
Ice Sales	ŏ	871	1,000	700
Pop & Snacks - Taxable	Ŏ	516	500	300
Pop & Snacks - Non-Txble		751	500	500
Total Revenues	0	663,258	866,000	834,000
Operating Expenses				
Salaries & Wages	0	46,187	60,810	51.625
Payroll Taxes	ō	4,297	6,962	5,850
Employee Benefits	Ō	12,250	16,904	15,035
Uniform Expense	0	243	190	350
Contract Services	0	6.798	1,500	550
Operating Supplies	0	5,242	3,000	2,700
Cost of Fuel Sold	0	535,633	679,000	680,000
Cost of Miscell Retail Sales	0	10,855	8,000	7,000
Travel - 2008 (Travel & Training - 2006 & 2007)	0	635	100	100
Training - 2008	0	0	1,600	1,000
Insurance	0	3,175	6,000	6,000
Advertising	0	448	1,500	1,500
Bank Charges	0	7,683	11,000	13,000
Utilities - Water	0	0	200	100
Utilities - Electricity	0	0	1,800	1,800
Utilities - Sewer	0	0	400	200
Utilities - Telephone	0	530	700	700
Utilities - Cable/I.T. Service	0	25	100	300
Excise Tax	0	4,021	5,000	5,000
Miscellaneous Expense	0	161,000	0	0
Repair & Maintenance	0	2,251	10,000	10,000
Allocated A & G Expense Depreciation Expense	0	31,250 17,100	44,535 2,000	38,700 16,000
Direct Operating Expenses	0		861,301	857,510
		849,623		
Net Income (Loss) From Operations	0	(186,365)	4,699	(23,510
Net Income (Loss)	0	(186,365)	4.699	(23,510
10000		(100,000)	7,000	120,010

Port of Port Townsend WORK YARD Adopted November 25, 2008

	2006 Actual	2007 Actual	2008 Budget	2009 Budget
- Revenues	Aotau	Aotual	Dudget	Budget
		41		
Work Yard Credit From Moorage	\$10,777	\$7,270	\$12,000	\$20,000
Environmental Fee	18,296	19,580	20,000	25,000
Electric	3,285	3,520	3,000	0
Liveaboard Fee	6,788	4,255	5,000	2,000
Miscellaneous Revenue	19,311	15,401	10,000	7,000
Hoist Revenue	230,559	238,272	235,000	220,000
Washdown Revenue	27,087	37,325	37,000	38,000
Yard Revenue	615,119	669,267	675,000	570,000
Yard Revenue - Non LET	51,978	67,305	0	0
Long-Term Storage Yard	55,244	59,082	65,000	60,000
Blocking Rent	0	9,182	9,000	12,000
Blocking Rent - Non LET	0	928	0	0
Tarp Pool Revenue	11,516	15,106	18,000	22,000
Total Revenues	1,049,960	1,146,493	1,089,000	976,000
Operating Expenses				
Salaries & Wages	221,507	278,268	288,335	265,725
Payroll Taxes	20,874	26,311	33,012	30,118
Employee Benefits	54,109	75,723	80,152	77,380
Uniform Expense	2,025	1,943	2,400	2,400
Contract Services	3,047	5,083	3,000	12,50
Operating Supplies	20,501	24,033	22,000	20,000
Tarp Pool Expense	8,025	10,934	12,000	12,000
Postage	705	718	1,000	1,000
Janitorial Supplies	1,330	1,432	1,500	1,500
Fuels & Lubricants	8,569	8,507	9,000	12,000
Equipment Rental	129	140	200	1,000
Travel - 2008 (Travel & Training - 2006 & 2007)	732	2,211	1,000	1,200
Training - 2008	0	0	2,700	1,500
Insurance	15,452	15,526	16,650	15,900
Claims & Damages	700	10,802	1,500	1,50
Advertising	8,698	6,112	7,000	7,00
Promotion	. 0	1,224	1,000	1,006
Bank Charges	12,515	13,543	12,000	12,000
Utilities - Water	1,267	1,135	1,400	3,000
Utilities - Electricity	29,885	25,002	26,000	26,00
Utilities - Sewer	7,713	9,168	10,000	10,00
Utilities - Garbage	27,124	30,669	32,000	28,00
Utilities - Telephone	4,978	5,675	6,000	6,00
Utilities - Cable/I.T. Service	0	25	150	150
Excise Tax	5,424	5,820	6,000	6,00
Bad Bebt Expense	16,275	26,418	19,300	19,30
Miscellaneous Expense	165	0	200	20
Repair & Maint - 70-Ton	10,350	3,725	12,000	12,00
Repair & Maint - 75-Ton	5,552	4,039	6,000	6,00
Repair & Maintenance	11,567	27,179	25,000	25,00
Allocated A & G Expense	182,045	195,511	211,155	199,25
Depreciation Expense	79,914	92,443	79,500	82,00
Direct Operating Expenses	761,177	909,319	929,154	898,62
Net Income (Loss) From Operations	288,783	237,174	159,846	77,38
Not Income (Local)	200 702	227 474	450 040	77 20
Net Income (Loss)	288,783	237,174	159,846	77,380

Port of Port Townsend SHIP YARD Adopted November 25, 2008

	2006 Actual	2007 Actual	2008 Budget	2009 Budget
Revenues	Actual	notuu	Dauger	Dauget
Novellaco				
Environmental Fee	\$8,143	\$8,264	\$7,500	\$9,700
Electric	14,536	17,000	14,000	25,000
Miscellaneous Revenue	6,501	6,104	5,000	5,000
Hoist Revenue	91,521	76,951	100,000	93,000
Washdown Revenue	10,500	9,037	9,500	40,000
Bilge Water Revenue Yard Revenue	1,136	3,286	1,000 260,000	1,000
Yard Revenue - Non LET	219,721 33,809	227,589 36,939	260,000	270,000 0
Blocking Rent	0	0	1,000	1,000
Marine Trades 3% Revenue	75,539	50,874	75,000	75,000
Total Revenues	461,406	436,044	473,000	519,700
Operating Expenses				
Salaries & Wages	82.848	100.958	115.994	126,475
Payroll Taxes	7,740	9,327	13,280	14,335
Employee Benefits	20,096	27,024	32,245	36,830
Uniform Expense	1,024	634	990	990
Contract Services	449	2,973	2,000	7,500
Operating Supplies	19,386	11,296	15,000	11,000
Postage	0	44	100	200
Janitorial Supplies	595	716	800	800
Fuels & Lubricants	3,393	3,414	4,000	4,500
Ship Yard Permit	531	555	600	600
Equipment Rental	0	0	0	400
Travel - 2008 (Travel & Training - 2006 & 2007)	421	1,863	700	800
Training - 2008	0	0	700	600
Insurance	11,585	11,504	11,500	11,000
Claims & Damages	0	318	1,500	1,500
Advertising	8,555	5,733	8,000	8,000
Promotion	1,164	0	1,000	1,500
Bank Charges	4,018	5,151	5,000 800	5,000
Utilities - Water	601	562	20,000	800 25,000
Utilities - Electricity Utilities - Sewer	19,880 816	23,547 767	20,000 950	25,000 950
Utilities - Garbage	6,481	5.889	6,500	6.500
Utilities - Cable/I.T. Service	0,401	25	100	100
Excise Tax	3,478	2,933	3,000	3,000
Bad Bebt Expense	304	4,687	2.000	2,000
Miscellaneous Expense	65	0	200	200
Repair & Maint - 300-Ton	3,139	19,863	15,000	15,000
Repair & Maintenance	6,919	7,974	10,000	10,000
Allocated A & G Expense	69,128	71,275	84,945	94,850
Depreciation Expense	141,165	141,868	139,500	138,500
Direct Operating Expenses	413,781	460,900	496,404	528,930
Net Income (Loss) From Operations	47,625	(24,856)	(23,404)	(9,230
Net Income II and	47.005	40.4.050	(22.404)	(0.225
Net Income (Loss)	47,625	(24,856)	(23,404)	(9,230

Port of Port Townsend PTBH PROPERTY RENTAL Adopted November 25, 2008

	2006 Actual	2007 Actual	2008 Budget	2009 Budget
Revenues				
Property Lease Revenue	\$283,622	\$285,044	\$300,000	\$300,000
Ind Park Bldg Lease Revenue	119,224	151,638	158,000	161,000
Storage Unit Revenue	7,524	7,322	10,000	10,000
Electric	2,073	(508)	2,000	2,000
Utility Reimbursement	14,774	15,110	15,000	15,000
Total Revenues	427,217	458,606	485,000	488,000
Operating Expenses				
Salaries & Wages	46,934	52,511	66,229	68,325
Payroll Taxes	4,249	4,840	7,583	7,745
Employee Benefits	11,012	13,935	18,410	19,895
Uniform Expense	57	38	180	250
Contract Services	10,196	938	1,000	1,000
Operating Supplies	2,919	665	2,500	1,000
Postage	689	695	1,000	1,000
Fuel & Lubricant	0	18	Ó	. 0
Travel - 2008 (Travel & Training - 2006 & 2007)	1,908	977	1,200	1,200
Training - 2008	0	0	300	300
Insurance	20,270	20,501	20,225	20,500
Claims & Damages	0	0	500	0
Advertising	349	Ŏ	300	300
Bank Charges	390	73	200	200
Utilities - Water	5,161	5,148	5,800	5,800
Utilities - Electricity	2,968	4,558	4,000	4,000
Utilities - Sewer	10,443	11,627	12,000	12,000
Utilities - Garbage	9,905	7,895	9,000	9,000
Utilities - Fuels	90	333	300	300
Utilities - Telephone	716	694	700	700
Excise Tax	1	Ö	0	0
Bad Debt Expense	1,304	Ö	500	500
Miscellaneous Expense	0	Ö	100	100
Repair & Maintenance	9.088	57.787	47,000	47,000
Allocated A & G Expense	39,135	36,863	48,500	51,250
Depreciation Expense	112,985	114,767	113,500	113,000
Direct Operating Expenses	290,769	334,863	361,027	365,365
Net Income (Loss) From Operations	136,448	123,743	123,973	122,63
Not Income (Lonn)	420.440	422.742	420 070	420.001
Net Income (Loss)	136,448	123,743	123,973	122,635

Port of Port Townsend POINT HUDSON Adopted November 25, 2008

	2006	2007	2008	2009
	Actual	Actual	Budget	Budget
· ·				- Budget
Revenues				
Moorage - Permanent	\$41,943	\$29,190	\$62,000	\$73,000
Environmental Fee	1,207	556	2,100	2,100
Liveaboard Fee	2,900	944	3,800	4,800
Monthly Guest Moorage	22,561	9,890	60,000	58,000
Nightly Guest Moorage	136,709	152,149	195,000	207,000
Moorage - Non LET	7,020	4,006	0	. 0
Monthly R.V. Revenue	41,010	32,321	26,000	30,000
Nightly R.V. Revenue	172,506	183,385	215,000	150,000
Kayak Racks	0	1,350	2,000	5,000
Utility Reimbursement	2,805	2,521	3,000	3,000
Miscellaneous Revenue	0	18,479	18,000	18,000
Showers	6,993	8,748	7,500	7,500
Laundry	7,156	6,280	9,000	7,000
Passenger Fee	2,564	5,589	6,000	2,400
Fuel Sales - Diesel - Non-Txble	2,290	673	2,000	1,500
Property Lease Revenue	192,658	210,403	238,000	255,000
Property Lease Rev - Non LET	16,158	16,684	0	0
Event Facility Revenue	800	225	500	200
Electric	16,582	13,194	15,000	18,500
Miscellaneous Revenue	13,589	15,956	15,000	1,500
Total Revenues	687,451	712,543	879,900	844,500
Operating Expenses				
Salaries & Wages	151,662	161,847	191,230	179,350
Payroll Taxes	14,302	15,174	21,894	20,325
Employee Benefits	36,914	43,417	53,159	52,225
Uniform Expense	196	324	350	600
Contract Services	39,805	33,243	34,000	35,200
Operating Supplies	8,240	6,559	8,000	8,000
Postage	719	712	1,000	1,000
Janitorial Supplies	6,298	3,938	6,500	6,500
Fuel & Lubricant	0	154	0	0
Equipment Rental	200	211	150	130
Travel - 2008 (Travel & Training - 2006 & 2007)	631	1,601	800	800
Training - 2008	0	0	1,100	900
Insurance	18,168	20,023	22,500	21,500
Claims & Damages	1,744	1,264	500	500
Advertising	12,795	15,374	13,000	11,500
Promotion	358	417	5,000	250
Bank Charges	6,970	9,763	8,000	10,000
Utilities - Water	9,901	8,692	10,000	12,000
Utilities - Electricity	47,972	39,177	50,000	45,000
Utilities - Sewer	17,098	16,234	20,000	22,000
Utilities - Garbage	19,766	22,095	24,000	20,000
Utilities - Fuels	11,494	9,893	10,000	14,000
Utilities - Telephone	5,748	5,716	6,000	6,000
Utilities - Cable/I.T. Service Excise Tax	886	5,444	6,000	6,000
	3,513	4,416	4,000	4,500
Bad Debt Expense Miscellaneous Expense	0 165	2,365	500	500
Repair & Maintenance	165 24,966	0 29,071	500 30.000	500
Allocated A & G Expense	24,966 123,001	29,071 112,786	30,000 140,040	22,000 134,500
Depreciation Expense	50,534	160,495	239,500	247,500
Direct Operating Expenses	614,046	730,405	907,723	883,280
Net Income (Loss) From Operations	73,405	(17,862)	(27,823)	(38,780)
Transfer to Pt Hudson Renov Res Fund	100,000	0	0	0
Total Transfers	100,000	0	0	0
Net Income (Loss)	(26,595)	(17,862)	(27,823)	(38,780)
===	(20,000)	(17,002)	(21,023)	(30,780)

Port of Port Townsend QUILCENE Adopted November 25, 2008

	2006 Actual	2007 Actual	2008 Budget	2009 Budget
Revenues	7,000	Alottadi	Duaget	Dauget
Moorage - Permanent	\$28,742	\$47,361	\$50,000	\$47,000
Environmental Fee	0	1,630	1,500	1,500
Liveaboard Fee	400	660	660	660
Nightly Guest Moorage	2,403	2,489	2,500	2,500
Nightly R.V. Revenue	1,561	1,422	1,500	1,500
Electric	1,619	2,662	3,000	3,000
Showers	0	0	5,000	2,000
Fuel Sales - Diesel - Taxable	1,737	2,554	1,500	7,500
Fuel Sales - Gasoline	12,355	11,546	10,500	13,000
Boat Ramp Fees	16,153	0	0	0
Property Lease Revenue	38,455	37,643	38,500	39,500
Rental Property Revenue	4,000	6,000	6,000	6,000
Water	7,485	8,430	7,000	8,000
Miscellaneous Revenue	320	625	500	500
Total Revenues	115,230	123,022	128,160	132,660
Operating Expenses				
Cost of Fuel Sold	11,409	12,246	0	0
Salaries & Wages	20,918	15,939	25,455	19,400
Payroll Taxes	1,980	1,505	2,914	2,200
Employee Benefits	5,008	4,273	7,076	5,650
Uniform Expense	11	12	190	140
Contract Services	9,150	14,142	14,000	16,500
Contract Services	90	0	0	0
Fire Protection	1,000	1,000	1,000	1,000
Operating Supplies	3,435	3,219	3,000	4,000
Operating Supp - Quil Water System	0	87	0	0
Postage	4	75	300	300
Cost of Fuel Sold	0	0	9,700	17,000
Equipment Rental	43	0	100	100
Travel - 2008 (Travel & Training - 2006 & 2007)	1,229	1,092	1,000	1,000
Training - 2008	0	0	1,500	500
Insurance	5,561	5,312	6,500	6,300
Claims & Damages	253	0	500	500
Advertising	0	455	500	500
Bank Charges	87	280	200	300
Utilities - Electricity	534	5,644	4,500	5,500
Utilities - Electricity	184	0	0	0
Utilities - Electricity	49	0	0	0
Utilities - Sewer	2,867	3,439	0	0
Utilities - Sewer	496	0	0	0
Utilities - Sewer	563	0	0	0
Utilities - Garbage	1,044	1,299	1,500	1,200
Utilities - Garbage	141	0	0	0
Utilities - Fuels	0	410	4,000	1,500
Utilities - Telephone	1,085	1,667	1,800	1,600
Excise Tax	121	426	300	500
Bad Debt Expense	365	74	500	500
Miscellaneous Expense	15 45	15	100	100
Miscellaneous Expense Repair & Maintenance	15 0.519	0	40.000	00.000
	9,518 275	8,611	40,000	20,000
Repair & Maintenance - Hadlock Allocated A & G Expense	375 46 224	14.074	19.640	44 550
Depreciation Expense	16,224 20,580	11,074 28,347	18,640 57,500	14,550 56,000
Direct Operating Expenses	114,354	120,643	202,775	176,840
Net Income (Loss) From Operations	876	2,379	(74,615)	(44,180
Total Operations		2,313	(17,010)	(44,100
Net Income (Loss)	876	2,379	(74,615)	(44,180

Port of Port Townsend BOAT RAMPS Adopted November 25, 2008

	2006 Actual	2007 Actual	2008 Budget	2009 Budget	
Revenues					
Boat Ramp Fees	\$0	\$16,277	\$16,000	\$21,000	
Total Revenues	0	16,277	16,000	21,000	
Operating Expenses					
Salaries & Wages	4,039	10,073	5,040	8,600	
Payroll Taxes	372	949	577	975	
Employee Benefits	1,007	2,719	1,401	2,505	
Uniform Expense	7	12	40	60	
Contract Services	269	359	360	0	
Operating Supplies	11	917	800	800	
Insurance	397	611	500	500	
Promotion	0	Ö	0	1,500	
Bank Charges	73	65	100	200	
Utilities - Electricity	351	508	500	500	
Utilities - Electricity	99	149	150	150	
Utilities - Sewer	Ō	Ö	0	1,000	
Utilities - Sewer	304	849	700	1,000	
Utilities - Sewer	304	773	700	1,000	
Utilities - Garbage	234	389	400	400	
Excise Tax	29	214	250	270	
Bad Debt Expense	0	90	0	0	
Miscellaneous Expense	Ö	15	25	25	
Repair & Maintenance - Mats Mats	317	1,032	2.000	2,000	
Repair & Maintenance - Gardiner	0	0	1,000	1,000	
Repair & Maintenance - Hadlock	225	315	2,000	2,000	
Allocated A & G Expense	3.511	7,066	3,690	6,445	
Depreciation Expense	11,338	14,760	14,000	15,500	
Direct Operating Expenses	22,887	41,865	34,233	46,430	
Net Income (Loss) From Operations	(22,887)	(25,588)	(18,233)	(25,430)	
Net Income (Loss)	(22,887)	(25,588)	(18,233)	(25,430)	

Port of Port Townsend JCIA Adopted November 25, 2008

	2006 Actual	2007 Actual	2008 Budget	2009 Budget
Revenues	7101341	710000	Baagot	Buagot

Lease Revenue	\$72,865	\$70,584	\$93,000	\$96,000
Hangar Revenue	29,530	30,699	33,200	34,000
Vehicle Parking Revenue	255	280	500	500
Aircraft Parking	3,169	3,072	3,000	3,200
Landing Fee	688	562	500	500
Miscellaneous Revenue	323	1,100	100	300
Rental Property Revenue	6,600	5,622	4,250	0
Fuel Sales Revenue	223,402	228,520	265,000	0
Fuel Lease Revenue	0	0	00	4,200
Total Revenues	336,832	340,439	399,550	138,700
Operating Expenses				
Salaries & Wages	33,953	29,446	58,604	50,700
Payroll Taxes	3,225	2,824	6,710	5,750
Employee Benefits	8,263	7,919	16,291	14,770
Uniform Expense	44	14	200	300
Contract Services	7,177	7,530	7,000	5,000
Fire Protection	4,285	4,292	4,500	4,500
Operating Supplies	1,442	1,133	800	400
Postage	275	280	400	400
Fuels & Lubricants	723	188	1,000	1,500
Cost of Fuel Sold	189,626	198,861	227,000	0
Travel - 2008 (Travel & Training - 2006 & 2007)	1,637	1,691	1,200	800
Training - 2008	0	0	600	500
Insurance	24,208	23,757	24,225	22,000
Claims & Damages	0	0	500	500
Advertising	Ö	632	300	300
Membership & Dues	Ō	50	150	70
Bank Charges	5,603	4,501	5,400	200
Utilities - Water	1,688	417	400	400
Utilities - Electricity	5,252	5.352	5.000	5.000
Utilities - Sewer	1,127	1,467	1,800	1,800
Utilities - Garbage	2,231	2,468	2,000	2,500
Utilities - Telephone	1,105	1,401	1,200	300
Excise Tax	1,094	1,098	1,100	1,200
Bad Debt	194	831	200	200
Miscellaneous Expense	1,085	1,133	1,000	1.000
Repair & Maintenance	9,985	21,024	15,000	13,000
Allocated A & G Expense	27,084	20,116	42,917	38,025
Depreciation Expense	279,149	279,699	375,500	334,000
Direct Operating Expenses	610,455	618,124	800,997	505,115
Net Income (Loss) From Operations	(273,623)	(277,685)	(401,447)	(366,415
Note and description	/OHC 2223	(AME 2.2.)	1404 1100	, , , , , , , , , , , , , , , , , , ,
Net Income (Loss)	(273,623)	(277,685)	(401,447)	(366,415

Port of Port Townsend MAINTENANCE Adopted November 25, 2008

· ·	2006 Actual	2007 Actual	2008 Budget	2009 Budget
Revenues				
Operating Expenses				
Salaries & Wages	\$64,537	\$71,382	\$60,786	\$65,150
Payroll Taxes	5,776	6,673	6.960	7,385
Employee Benefits	15,098	19,130	16,898	18,975
Uniform Expense	2,095	1,380	2,400	2,610
Contract Services	572	473	250	250
Operating Supplies	6,589	4,944	6,000	6,000
Janitorial Supplies	294	716	600	700
Fuels & Lubricants	7,300	8,489	8,000	9,000
Repair & Maintenance	10,829	2,257	15,000	15,000
Travel - 2008 (Travel & Training 2006 & 2007)	29	1,490	200	200
Training - 2008	0	0	2,200	1,800
Insurance	6,343	8,347	6,100	6,100
Utilities - Water	238	226	300	300
Utilities - Electricity	1,615 -	1,790	1,700	1,700
Utilities - Sewer	1,325	1,418	1,400	1,400
Utilities - Garbage	91	112	100	100
Utilities - Telephone	1,405	1,376	1,500	1,800
Utilities - Cable/IT Service	0	285	250	500
Miscellaneous Expense	353	783	300	300
Depreciation Expense	22,502	26,118	19,000	16,500
Direct Operating Expenses	146,991	157,389	149,944	155,770

Port of Port Townsend COMMISSION Adopted November 25, 2008

-	2006 Actual	2007 Actual	2008 Budget	2009 Budget
Revenues				
Operating Expenses				
Salaries & Wages	\$35,498	\$40,892	\$57,382	\$70,000
Payroll Taxes	3,359	3,917	4,738	5,770
Employee Benefits	8,693	11,071	15,951	20,390
Uniform Expense	46	124	150	150
Contract Services	2,695	1,207	8,750	3,800
Legal Expense	36,551	25,321	50,000	30,000
Audit Expense	17,205	0	25,000	. 0
Operating Supplies	6,917	1,617	1,500	1,500
Newsletter	158	20	2,500	4,000
Postage	375	359	500	500
Office/Space Rent	60	0	0	0
Promotional Hosting	0	Ō	250	250
Travel - 2008 (Travel & Training 2006 & 2007)	7,356	8,603	5,500	5,500
Training - 2008	0	0	2,500	2,500
Insurance	15,346	15,230	17,000	17,000
Advertising	148	441	500	500
Membership & Dues	9,708	9,711	10,560	12,265
Economic Development	2,690	5,000	5,000	5,000
Utilities - Water	0	67	100	100
Utilities - Electricity	34	121	200	200
Utilities - Sewer	O	134	200	200
Utilities - Fuels	120	444	300	600
Utilitles - Telephone	370	152	200	200
Miscellaneous Expense	108	100	100	100
Allocated A & G Expense	(147,439)	(124,532)	(208,881)	(180,525
Direct Operating Expenses	(2)	(1)	0	0

Port of Port Townsend EXECUTIVE Adopted November 25, 2008

2006	2007	2008	2009
Actual	Actual	Budget	Budget
			il
\$123,233	\$128,489	\$141.415	\$139,82
11,381			11,775
29,115		20 240	40,720
182	80	150	150
3,922	11.008	27.000	19,600
			6,500
158	20		4,000
167	304		300
475	695	800	800
1.296	4.114	4.300	4,300
	274	0	0
29	0	250	250
5.637	6.312		4,800
0	0		1,800
1.593	1.602		2,100
876	566	900	400
2.765	2.585	2.640	3,065
122	200	300	300
2,941	665	800	800
292	400	600	600
661	2,442	2,500	3,000
6.378			7,000
0	45	300	300
1,449			1,500
(208,499)	(222,809)		
(1)	0	0	
	11,381 29,115 182 3,922 15,631 158 167 475 1,296 195 29 5,637 0 1,593 876 2,765 122 2,941 292 661 6,378 0 1,449 (208,499)	11,381 11,970 29,115 33,876 182 80 3,922 11,008 15,631 8,071 158 20 167 304 4,75 695 1,296 4,114 195 274 29 0 5,637 6,312 0 0 1,593 1,602 876 566 2,765 2,585 122 200 2,941 665 292 400 661 2,442 6,378 6,924 0 45 1,449 2,167 (208,499) (222,809)	11,381 11,970 11,897 29,115 33,876 39,310 182 80 150 3,922 11,008 27,000 15,631 8,071 6,500 158 20 2,500 167 304 300 475 695 800 1,296 4,114 4,300 195 274 0 29 0 250 5,637 6,312 4,800 0 0 1,800 1,593 1,602 2,100 876 566 900 2,765 2,585 2,640 122 200 300 2,941 665 800 292 400 600 661 2,442 2,500 6,378 6,924 7,000 0 45 300 1,449 2,167 1,500 (208,499) (222,809) (259,662)

Port of Port Townsend ACCOUNTING Adopted November 25, 2008

<u></u>	2006 Actual	2007 Actual	2008 Budget	2009 Budget
Revenues				
Operating Expenses				
Salaries & Wages	\$146,562	\$162,397	\$166,230	\$179,775
Payroll Taxes	13,308	14,490	14,190	15,385
Employee Benefits	34,369	41,530	46,209	52,350
Uniform Expense	196	132	200	200
Contract Services	3,109	11,266	10,000	5,600
Operating Supplies	9,159	7,043	8,000	8,000
Postage	689	700	1,000	1,000
Repair & Maintenance	0	20	0	0
Travel - 2008 (Travel & Training 2006 & 2007)	2,094	2,835	2,400	2,400
Training - 2008	0	0	1,400	1,400
Insurance	1,704	1,676	2,100	2,100
Membership & Dues	50	50	150	100
Bank Charges	80	148	100	100
Utilities - Water	151	200	300	300
Utilities - Electricity	755	181	300	300
Utilities - Sewer	305	400	600	600
Utilities - Fuels	180	666	700	1,000
Utilities - Telephone	2,359	1,619	2,000	2,000
Miscellaneous Expense	00	0	50	50
Allocated A & G Expense	(215,068)	(245,355)	(255,929)	(272,660
Direct Operating Expenses	2	(2)	0	0

Port of Port Townsend Non-Operating Adopted November 25, 2008

	2006 Actual	2007 Actual	2008 Budget	2009 Budget
Revenues				
Investment Interest	\$327,379	\$164,607	\$100,000	\$100,000
Operating Tax Levy	762,211	789,745	825,000	839,300
State Forest Revenues	31,503	15,909	25,000	25,000
State Timber Excise Tax	46,563	55,667	20,000	20,000
Leasehold Excise Tax	7.765	6,308	6,500	6,500
Gain (Loss) on Disposition of Asset	(69,591)	2,132	0	0,000
Insurance Recovery	68,576	3,354	Ö	ň
Late Fees	24,533	21,867	20,000	20,000
Other Non-Operating Revenues	2,660	4	0	20,000
Total Non-Operating Revenue	1,201,599	1,059,593	996,500	1,010,800
Expenses				
Interest Expense - 1997 LTGO Bond	12,734	4,713	0	0
Interest Expense - 2005 LTGO Bond	207,897	204,351	203,522	201,250
Interest Expense - 2006 LTGO Ref Bond	80,158	81,355	79,104	72,740
Interest Expense - 2005 Revenue Ref Bond	194,774	184,812	173,624	161,390
Interest Expense - LOCAL Fund	6,596	5,947	5,271	4,566
Interest Expense - CERB Loan	60,844	43,656	26,125	23,375
Interest Expense - WA State - DFW	13,378	13,040	12,684	12,310
Interest Expense - Frontier Bank	31,373	33,267	32,156	30,979
Bond Management Fees	2,173	909	2,000	1,000
Investment Fees	1,250	1,414	1,200	1,200
Election Expense	0	20,346	0	22,000
Trans to Empl Merit Pay Fund	5,000	0	0	0
Trans 1% Tax \$ to PTBH Renov Reserve	0	7,600	7,920	0
Total Non-Operating Expense	616,177	601,410	543,606	530,810
Net Non-Operating	585,422	458,183	452,894	479,990

Port of Port Townsend 2009 Equipment Budget

		2009 pproved <u>get Amount</u>
Security monitoring camera systems for PTBH / Pt Hudson / JCIA	\$	25,000 **
Emergency generator on trailer		15,000 **
Full-size pick-up truck for new Maintenance Staff		15,000
Emergency Ops Center equipment - computers, fire safes, etc.	-	10,000
Total Equipment Budget	\$	65,000

** Carry-over from 2007 & 2008 Equipment Budgets

Port of Port Townsend

2009 Budgeted Salary Distribution By % of Salary Distribution - Does Not Reflect FTE's

Position	PTBH/Ship Moorage		QUILCENE	RAMPS	PTBH Yd/Hoist	SHIP Yd/Hoist	PTBH Prop.	Point Hudson	JCIA	Maint. Shop	Comm.	Exec.	Acctg.	Operating Distribution	Cap. Proj.	Total Por Distribution
Accounting Assistant													4000/			
Commissioner											4000/		100%	100%		1.0
Commissioner											100%			100%		1.0
Commissioner											100%			100%		1.0
	E0/							000/			100%			100%		1.0
Cust Service Rep - PH	5%				4004	400/	0001	90%						100%		1.0
Deputy Director	10%)			10%	10%	20%	5%	5%	15%		15%		90%	10%	
Director of Finance & Admin											15%	15%		90%	10%	
Executive Director											10%	85%		95%	5%	
Facilities Supervisor - PH	5%							90%						100%		1.0
Fuel Dock Supervisor	20%			5%	2%			5%						100%		1.0
Fuel Dock Helper - Summer	50%													100%		1.0
Fuel Dock Helper - Summer	50%	50%												100%		1.0
Hoist Operator I	5%	, D			65%	30%								100%		1.0
Hoist Operator I					75%	25%								100%		1.0
Hoist Operator II					50%	50%								100%		1.0
Hoist Operator II					80%	20%								100%		1.0
Hoist Operator III / Environ	15%	5 5%	5%		40%	20%	5%	5%	5%					100%		1.0
Hoist/Yard Supervisor	5%				60%	35%		- 70	• 70					100%		1.0
Maintenance - Carpenter	15%				0070	0070	20%	30%	10%	10%				85%	15%	
Maintenance - Facilities	15%						15%	30%	15%	10%				85%	15%	
Maintenance - Facilities	15%		20%		5%	5%	10%	25%	10%	10%				100%	1570	1.0
Maintenance - Facilities	20%		5%		5%	370	15%	20%	20%	15%				100%		1.0
	20%		576	5%	376		1576	25%	45%	5%				100%		1.0
Maintenance - Fac/Grounds			50 /		4.50/	400/	400/									
Maintenance - Mechanic	10%		5%	5%	15%	10%	10%	10%	5%	30%				100%	050/	1.0
Maintenance Supervisor	5%		5%	=0/	=01		15%	20%	5%	25%				75%	25%	
Moorage Clerk - PTBH	60%			5%	5%			5%						100%		1.0
Moorage Supervisor- PTBH	80%	4%	3%	2%	5%			3%	3%					100%		1.0
Port Recorder - Commission											100%			100%		1.0
Receptionist/Staff Assistant							10%				10%	80%		100%		1.0
Seasonal Moorage - PTBH	25%							50%						100%		1.0
Seasonal Moorage - PH	25%	25%						50%						100%		1.0
Security	30%	•			30%	15%	7%	15%	3%					100%		1.0
Security	30%	•			30%	15%	7%	15%	3%					100%		1.0
Senior Accountant											3%		97%	100%		1.0
Staff Accountant													100%	100%		1.0
Yard Clerk	15%				65%	20%								100%		1.0
Yard Laborer	.070	-			70%	30%								100%		1.0
Over Time	40%	10%			20%	5%		20%		5%				100%		1.0
	5.70	2.72	0.43	0.22	6.32	2.90	1.34	5.13	1.29	1.25	4.38	1.95	3.57	37.20	0.80	38.00
2009 Budgeted FTE's	4.23	1.50	0.43	0.22	6.20	2.85	1.34	4.35	1.29	1.25	0.38	1.95	3.57		0.80	30.3
2008 Budgeted FTE's	4.40	1.82	0.53	0.12	7.15	2.81	1.29	4.67	1.46	1.10	0.36	2.07	3.53		1.10	32.4