



2016 Annual Budget

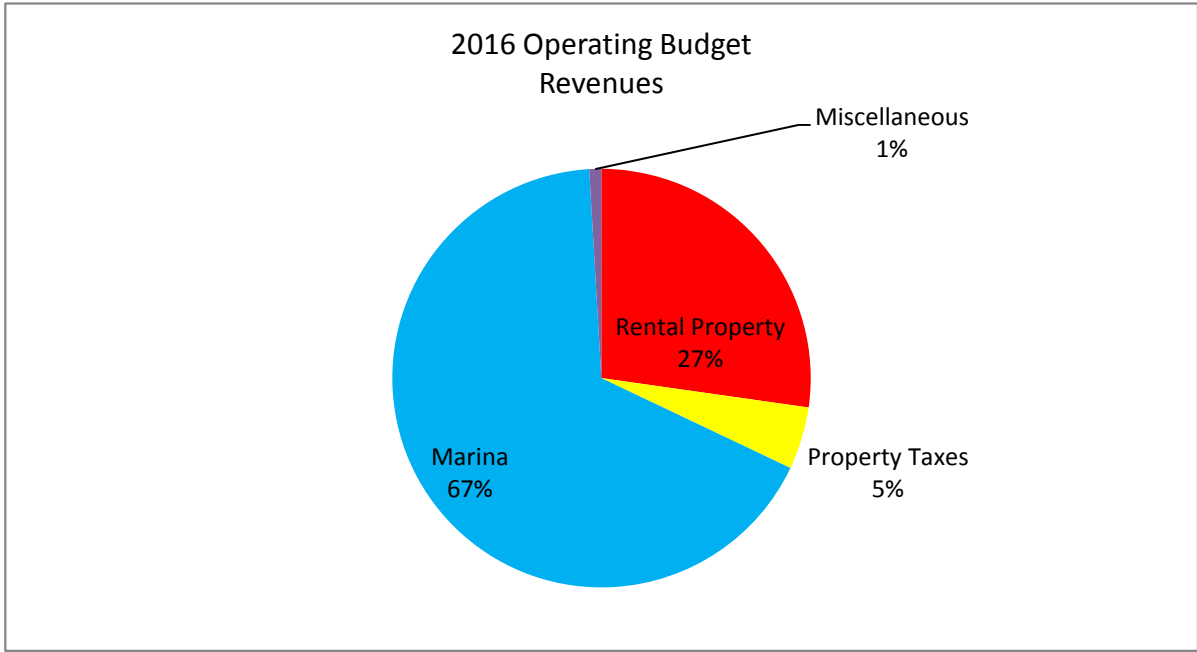
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Port of Edmonds
2016 Budget Packet

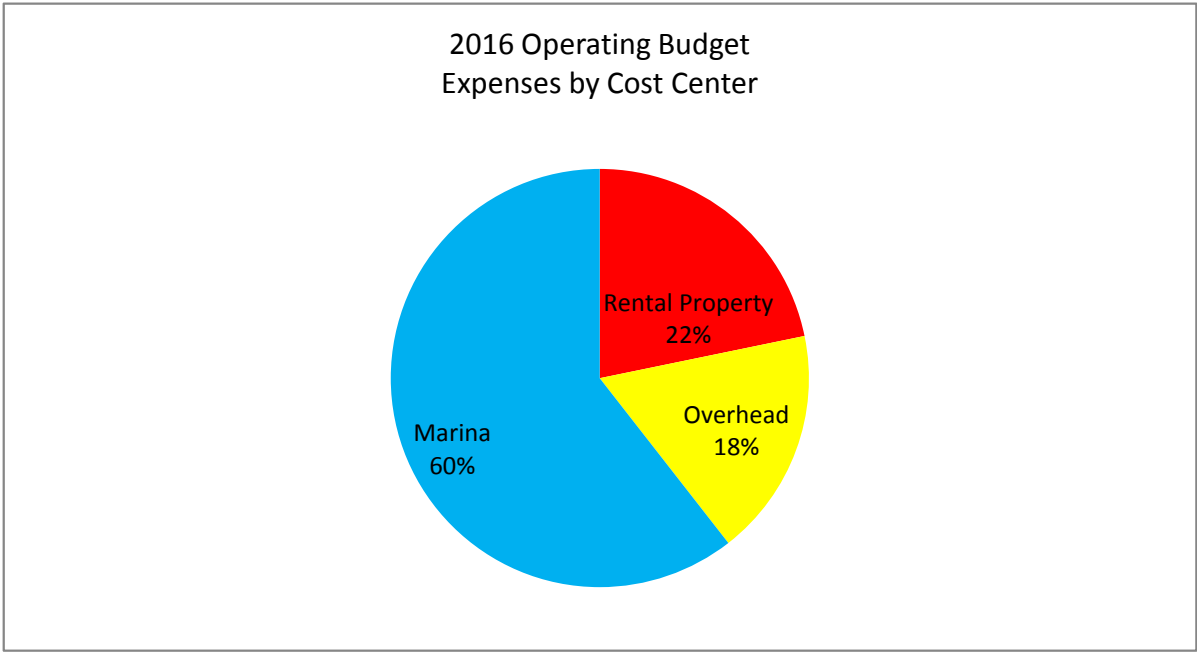
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Port of Edmonds
2016 Operating Budget



Revenues

Rental Property	\$ 2,262,000
Property Taxes	400,000
Marina	5,563,000
Miscellaneous	77,500
Total	<u><u>\$ 8,302,500</u></u>



Expenses

Rental Property	\$ 1,507,200
Overhead	1,226,000
Marina	4,191,500
Total	<u><u>\$ 6,924,700</u></u>

Port of Edmonds
2016 Combined Operating Budget

	<u>Marina Budget</u>	<u>Rental Property Budget</u>	<u>Overhead Budget</u>	<u>Combined Budget</u>
Revenues				
Marina Operations				
Electrical Fees	130,000			130,000
Environmental	109,000			109,000
Environmental Fee - Boatyard	18,000			18,000
Fuel Sales	935,000			935,000
Launcher	105,000			105,000
Miscellaneous	40,000		37,000	77,000
Guest Moorage	145,000			145,000
Permanent Moorage	3,192,000			3,192,000
Dry Storage	680,000			680,000
Parking	36,000			36,000
Travelift	94,000			94,000
Boatyard	59,000			59,000
Late Fees	20,000			20,000
Total Marina Operations	<u>5,563,000</u>	<u>-</u>	<u>37,000</u>	<u>5,600,000</u>
Rental Properties				
Harbor Square Property		1,629,500		1,629,500
Anthony's		286,000		286,000
Bud's Bait		4,000		4,000
Edmonds Yacht Sales		3,500		3,500
Harbor Square Athletic Club		124,000		124,000
POE 2 LLC (Jacobsen's Building)		52,000		52,000
Landing		109,000		109,000
Yacht Club		54,000		54,000
Total Rental Properties	<u>-</u>	<u>2,262,000</u>	<u>-</u>	<u>2,262,000</u>
Total Revenue	<u>5,563,000</u>	<u>2,262,000</u>	<u>37,000</u>	<u>7,862,000</u>

Port of Edmonds
2016 Combined Operating Budget

Expenses	<u>Marina Budget</u>	<u>Rental Property Budget</u>	<u>Overhead Budget</u>	<u>Combined Budget</u>
Cost of Goods Sold				
Loan-a-Slip Credits	6,500			6,500
Cost of Sales	16,000			16,000
Electrical Purchases	61,000			61,000
Fuel & Oil	815,000			815,000
Harb Sq Meeting Room Costs		500		500
Total Cost of Goods Sold	<u>898,500</u>	<u>500</u>	<u>-</u>	<u>899,000</u>
Operating Expenses				
Advertising & Notices	7,500	2,000	5,500	15,000
Audit Expense			23,000	23,000
Auto and Equipment Fuel	13,000	500	8,000	21,500
Bad Debt Expense	15,000			15,000
Bank Charges		500	2,500	3,000
Business Taxes (B&O)	20,000	200		20,200
Claims & Damages	6,000			6,000
Commission Costs			140,000	140,000
Economic Development			20,000	20,000
Education & Training	3,500		6,500	10,000
Employee Benefits	312,000	33,000	153,000	498,000
Hazardous Waste Disposal	18,000			18,000
Insurance	132,000	39,000	5,000	176,000
Licenses & Permits	1,500		1,000	2,500
Marketing	7,000		-	7,000
Master Plan		5,000		5,000
Meals			6,500	6,500
Membership Dues			17,000	17,000
Miscellaneous	500	500	-	1,000
Office	21,000		49,000	70,000
Payroll Taxes	128,000	13,000	55,000	196,000
Port Reporter			10,000	10,000
Professional Services	28,000	103,000	54,000	185,000
Promotional Hosting			2,500	2,500
Rent	13,000			13,000
Repair & Maintenance	76,000	143,000	21,000	240,000
Salaries & Wages	1,056,000	111,000	424,000	1,591,000
Supplies	101,000	16,000	70,000	187,000
Travel			9,500	9,500
Uniforms			9,000	9,000
Utilities	205,000	153,000	30,000	388,000
Total Operating Expenses w/o Depr	<u>2,164,000</u>	<u>619,700</u>	<u>1,122,000</u>	<u>3,905,700</u>
Non-Operating Items - Expense (Income)				
Interest Expense	56,000	249,000		305,000
Interest Income		(500)	(40,000)	(40,500)
Total Non-Operating Items	<u>56,000</u>	<u>248,500</u>	<u>(40,000)</u>	<u>264,500</u>
Net Income Before Depr, OPEB	<u>2,444,500</u>	<u>1,393,300</u>	<u>(1,045,000)</u>	<u>2,792,800</u>
Depreciation	1,038,000	634,000	88,000	1,760,000
Other Post Employment Benefits	35,000	4,000	16,000	55,000
Net Income Before Overhead Allocation	<u>1,371,500</u>	<u>755,300</u>	<u>(1,149,000)</u>	<u>977,800</u>
Property Taxes	50,000	200,000	150,000	400,000
Overhead Allocation	(698,500)	(300,000)	(998,500)	
Net Income With Property Tax Carry	<u>723,000</u>	<u>655,300</u>	<u>-</u>	<u>1,378,300</u>

Port of Edmonds
 Combined 2011-2014 Actual, 2015 Projected, 2016 Budget

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015 Projected</u>	<u>2016 Budget</u>
Revenues						
Marina Operations						
Electrical Fees	134,536	124,832	130,825	128,332	130,000	130,000
Environmental	100,731	108,575	108,791	108,790	109,000	109,000
Environmental Fee - Boatyard	20,374	19,890	22,163	18,051	18,000	18,000
Fuel Sales	775,251	796,213	833,146	835,552	934,000	935,000
Launcher	75,103	87,924	98,266	102,322	112,000	105,000
Miscellaneous	79,915	64,373	83,349	87,089	77,000	77,000
Guest Moorage	136,455	148,714	152,712	138,400	150,000	145,000
Permanent Moorage	2,643,310	2,731,511	2,889,368	2,987,001	3,114,000	3,192,000
Dry Storage	602,717	618,481	638,837	640,409	667,000	680,000
Parking	23,767	27,181	30,810	35,296	36,000	36,000
Travelift	91,719	93,413	92,964	82,434	96,000	94,000
Boatyard	82,351	75,585	71,242	58,540	59,000	59,000
Late Fees	13,362	13,455	14,113	10,887	14,000	20,000
Total Marina Operations	4,779,591	4,910,147	5,166,586	5,233,103	5,516,000	5,600,000
Rental Properties						
Harbor Square Property	1,527,478	1,540,996	1,512,243	1,542,227	1,580,600	1,629,500
Anthony's	211,259	222,776	227,410	277,889	286,000	286,000
Bud's Bait	7,000	8,064	7,920	7,699	7,800	4,000
Edmonds Yacht Sales	12,712	3,978	3,328	3,380	3,400	3,500
Harbor Square Athletic Club	112,095	116,119	118,515	119,468	122,000	124,000
POE 2 LLC				22,908	50,000	52,000
Landing	90,878	90,878	90,878	109,926	108,928	109,000
Yacht Club	49,123	49,123	49,123	51,402	53,000	54,000
Miscellaneous	58,777	120	77			
Total Rental Properties	2,069,322	2,032,054	2,009,494	2,134,899	2,211,728	2,262,000
Total Revenue	6,848,913	6,942,201	7,176,080	7,368,002	7,727,728	7,862,000

Port of Edmonds
 Combined 2011-2014 Actual, 2015 Projected, 2016 Budget

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015 Projected</u>	<u>2016 Budget</u>
Expenses						
Cost of Goods Sold						
Loan-a-Slip Credits	9,250	9,014	11,285	6,017	7,500	6,500
Cost of Sales	13,536	16,226	15,465	13,075	16,000	16,000
Electrical Purchases	61,759	57,744	60,623	60,092	61,000	61,000
Fuel & Oil	663,150	704,356	723,707	720,222	795,000	815,000
Harb Sq Meeting Room Costs	1,095	521	863	556	500	500
Total Cost of Goods Sold	748,790	787,861	811,943	799,962	880,000	899,000
Operating Expenses						
Advertising & Notices	8,568	9,292	9,467	9,597	13,650	15,000
Audit Expense		18,235	606	21,189	-	23,000
Auto and Equipment Fuel	20,381	22,300	23,501	21,033	21,300	21,500
Bad Debt Expense	14,949	2,689	27,186	12,090	15,000	15,000
Bank Charges	1,291	1,329	1,705	2,471	3,000	3,000
Business Taxes (B&O)	18,670	19,367	19,327	18,149	20,200	20,200
Claims & Damages	9,388	9,660	4,543	1,320	6,000	6,000
Commission Costs	132,328	135,729	137,901	134,441	146,500	140,000
Economic Development	14,983	5,244	11,023	15,837	19,000	20,000
Education & Training	8,214	5,596	8,137	7,338	10,000	10,000
Employee Benefits	382,352	424,610	447,804	425,637	471,000	498,000
Hazardous Waste Disposal	13,190	11,896	13,153	15,697	18,000	18,000
Insurance	151,696	162,455	165,234	163,556	173,000	176,000
Licenses & Permits	1,816	2,098	2,636	1,827	2,500	2,500
Marketing	3,695	6,446	6,220	8,288	5,600	7,000
Master Plan	21,216	98,060	26,093	9,711	25,000	5,000
Meals	3,108	2,639	4,184	4,659	7,000	6,500
Membership Dues	16,760	16,642	15,413	15,677	17,000	17,000
Miscellaneous	4,332	1,317	1,659	414	1,100	1,000
Office	43,448	52,464	62,393	59,150	63,000	70,000
Payroll Taxes	175,003	173,798	159,274	183,460	193,000	196,000
Port Reporter						10,000
Professional Services	169,293	162,961	144,683	187,012	154,000	185,000
Promotional Hosting					2,000	2,500
Rent	11,121	11,169	11,578	11,926	12,000	13,000
Repair & Maintenance	188,925	164,782	166,321	159,356	248,000	240,000
Salaries & Wages	1,429,518	1,469,010	1,503,447	1,597,717	1,564,000	1,591,000
Supplies	124,756	181,521	189,711	175,459	176,000	185,000
Tenant Improvements	18,038	17,305	1,612	2,900	1,000	2,000
Travel	10,176	8,143	7,077	9,011	9,500	9,500
Uniforms	6,336	8,123	7,874	8,992	9,000	9,000
Utilities	311,451	324,626	341,558	355,167	370,000	388,000
Total Operating Expenses w/o Depr	3,315,002	3,529,506	3,521,320	3,639,081	3,776,350	3,905,700
Non-Operating Items - Expense (Income)						
Interest Expense	874,248	678,326	584,223	494,673	392,000	305,000
Interest Income	(30,397)	(30,290)	(25,471)	(34,435)	(39,500)	(40,500)
Miscellaneous	205,216	(226,163)	876	15,573		
Total Non-Operating Items	1,049,067	421,873	559,628	475,811	352,500	264,500
Net Income Before Depr, OPEB	1,736,054	2,202,961	2,283,189	2,453,148	2,718,878	2,792,800
Depreciation	1,635,329	1,656,495	1,659,618	1,661,615	1,712,000	1,760,000
Other Post Employment Benefits	69,544	59,068	61,293	53,617	55,000	55,000
Net Income Before Overhead Allocation	31,181	487,398	562,278	737,916	951,878	977,800
Property Taxes	406,100	406,767	406,148	407,409	400,000	400,000
Net Income With Property Tax Carry	437,281	894,165	968,426	1,145,325	1,351,878	1,378,300

Port of Edmonds
Marina
2016 Operating Budget

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015 Projected</u>	<u>2016 Budget</u>	
Revenues							
Marina Operations							
Electrical Fees	134,536	124,832	130,825	128,332	130,000	130,000	(M1)
Environmental	100,731	108,575	108,791	108,790	109,000	109,000	(M2)
Environmental Fee - Boatyard	20,374	19,890	22,163	18,051	18,000	18,000	(M3)
Fuel Sales	775,251	796,213	833,146	835,552	934,000	935,000	(M4)
Launcher	75,103	87,924	98,266	102,322	112,000	105,000	(M5)
Miscellaneous	37,275	33,310	42,799	36,729	40,000	40,000	(M6)
Guest Moorage	136,456	148,714	152,711	138,401	150,000	145,000	(M7)
Permanent Moorage	2,643,310	2,731,511	2,889,369	2,987,000	3,114,000	3,192,000	(M8)
Dry Storage	602,716	618,481	638,837	640,409	667,000	680,000	(M9)
Parking	23,767	27,181	30,810	35,296	36,000	36,000	(M10)
Travelift	91,720	93,413	92,964	82,435	96,000	94,000	(M11)
Boatyard	82,351	75,585	71,242	58,539	59,000	59,000	(M12)
Late Fees	13,362	13,455	14,113	10,887	14,000	20,000	(M13)
Total Revenue	4,736,952	4,879,084	5,126,036	5,182,743	5,479,000	5,563,000	
Expenses							
Cost of Goods Sold							
Loan-a-Slip Credits	9,250	9,014	11,285	6,017	7,500	6,500	(M14)
Cost of Sales	13,536	16,226	15,465	13,075	16,000	16,000	(M15)
Electrical Purchases	61,759	57,744	60,623	60,092	61,000	61,000	(M1)
Fuel & Oil	663,150	704,356	723,707	720,222	795,000	815,000	(M16)
Total Cost of Goods Sold	747,695	787,340	811,080	799,406	879,500	898,500	
Operating Expenses							
Advertising - Marina Marketing	324	1,619	3,394	3,243	8,500	7,500	(M17)
Auto and Equip Fuel	12,947	13,669	14,705	12,833	13,000	13,000	(M18)
Bad Debt Expense	14,950	2,688	8,661	14,706	15,000	15,000	(M19)
Business Taxes	18,243	19,228	19,142	18,009	20,000	20,000	(M20)
Claims & Damages	9,388	9,660	2,820	1,117	6,000	6,000	(M21)
Economic Development	15,107	1,422					(M22)
Education & Training	3,302	2,638	3,727	3,440	3,500	3,500	(M23)
Employee Benefits	235,518	266,667	280,948	270,319	306,000	312,000	(M24)
Hazardous Waste Disposal	13,190	11,896	13,153	15,697	18,000	18,000	(M25)
Insurance	109,507	117,044	120,039	122,516	130,000	132,000	(M26)
Licenses & Permits	1,041	1,090	1,124	1,157	1,500	1,500	(M27)
Marketing - Marina		6,447	6,220	7,269	5,500	7,000	(M28)
Miscellaneous	137	1	5	(4)	500	500	(M29)
Office	13,849	15,369	17,445	18,859	21,000	21,000	(M30)
Payroll Taxes	114,579	113,553	106,287	121,571	125,000	128,000	(M31)
Professional Services	16,193	11,578	8,393	1,036	5,000	28,000	(M32)
Rent	11,121	11,169	11,579	11,926	12,000	13,000	(M33)
Repair & Maintenance	57,897	47,654	60,585	66,205	127,000	76,000	(M34)
Salaries & Wages	927,693	940,008	983,338	1,033,671	1,035,000	1,056,000	(M35)
Supplies	50,914	94,185	117,521	81,843	85,000	93,000	(M36)
Supplies - Landscaping	9,511	12,821		6,254	8,000	8,000	(M37)
Utilities	159,722	166,036	180,541	182,378	195,000	205,000	(M38)
Total Operating Expenses w/o Depr	1,795,133	1,866,442	1,959,627	1,994,045	2,140,500	2,164,000	
Non-Operating Items - Expense (Income)							
Interest Expense	325,336	273,687	206,988	164,638	111,000	56,000	(M39)
Miscellaneous, Net	205,216	(224,723)	(7,378)	(1,781)			N/A
Total Non-Operating Items	530,552	48,964	199,610	162,857	111,000	56,000	
Net Income Before Depreciation, OPEB	1,663,572	2,176,338	2,155,719	2,226,435	2,348,000	2,444,500	
Depreciation							
Depreciation	1,022,474	1,034,101	1,037,108	999,610	1,002,000	1,038,000	(M40)
Other Post Employment Benefits	39,640	29,187	35,025	33,779	35,000	35,000	(M41)
Net Income Before Overhead and Taxes	601,458	1,113,050	1,083,586	1,193,046	1,311,000	1,371,500	
Property Tax Carry - Launcher Program							
Property Tax Carry - Launcher Program	50,000	50,000	50,000	50,000	50,000	50,000	(M42)
Overhead Allocation	(557,492)	(612,304)	(618,172)	(642,239)	(657,000)	(698,500)	(M43)
Net Income With Property Tax Carry	93,966	550,746	515,414	600,807	704,000	723,000	

Port of Edmonds
Marina
2016 Operating Budget Notes

The Marina budget includes the following cost centers: permanent water moorage, dry storage, electricity, environmental, fuel and oil products, guest moorage, boatyard, and launcher. Launcher expenses that exceed its revenues are supported by a property tax allocation for this public amenity.

Revenues:

- (M1) Electrical fees - based on 2015 projected year end. The electrical base rate covers reading the meters, depreciation on the purchase of the meters, repair and maintenance of the meters, insurance, business taxes and overhead. The electrical base rate was reinstated in 2010, and is typical for many marinas in the area.
- (M2) Environmental - \$11.00 per slip or space per month to cover increasing costs of complying with the boatyard permit including monthly testing and preparing responses when the Port doesn't meet the benchmark; properly disposing of hazardous materials such as bilge water, paint, batteries, oil; hazardous material handling classes, etc. No increase proposed in 2016. 2016 budget based estimated 2015 revenue.
- (M3) Environmental fee - boatyard - based on 2015 estimated revenues. Includes environmental fee and reimbursement for tarp supplies.
- (M4) Fuel sales - based on 2015 estimated revenue. Increase primarily due to whale watching vessel.
- (M5) Launcher - launcher revenue is very dependent on the fishing and the weather. Revenue is budgeted as an average of the last 2 years. The marina budget includes a property tax allocation of \$50,000 on line M45 for this public amenity.
- (M6) Miscellaneous - based on last 3 years average revenue. Miscellaneous revenues include clean up fees, Waterfront Festival cost reimbursements, engine hauls, workboat tows, pumpouts, sublease fees, wait list fees, etc.
- (M7) Guest moorage revenue - based on a 5 year average. In 2014, the Port changed the guest moorage rate structure from a single rate to seasonal rates. Summer rate = \$1.25/ft, winter rate \$1.10/ft. The seasonal rate structure matches that of the market.
- (M8) Permanent moorage - Presented is a rate increase of CPI + 1%, with a 3% vacancy. CPI is 1.6%. This is a \$78,000 increase over 2015 projected revenue. Includes passenger fees.
- (M9) Dry storage revenue - Presented is a rate increase of CPI + 1%, with a 9% vacancy. CPI is 1.6%. This is an \$13,000 increase over 2015 projected revenue.
Dry storage charges depend on the size of the boat, not the size of the space. Therefore, the actual revenue may differ from budget based on the changes in boats stored.
There have been a couple of changes in the Dry Storage program in the past 5 years. In April 2011, the Department of Revenue determined that the Port no longer needed to collect leasehold excise tax on Dry Storage revenue. In 2012, the Port closed the east lot because of reduced Dry Storage revenue, reducing the total number of spaces from 280 to 232. Also in 2012, the Port implemented the seasonal rate program for new Dry Storage tenants. In 2013, all Dry Storage tenants were moved to the seasonal rate program.
- (M10) Parking - based on 2014-2015.
- (M11) Travelift - based on average of 2011-2013, 2015.
- (M12) Boatyard - trending downward. 2015 is performing about the same as 2014.
- (M13) Late fees - propose increasing late fees from 1% or \$10, whichever is greater to 1% or \$50. \$10 does not seem

Port of Edmonds
Marina
2016 Operating Budget Notes

to be a sufficient incentive to pay on time. Anticipate that the increase in late fee will cause revenues to increase as most tenants will pay on time to avoid the \$50 late fee.

Expenses:

(M14) Loan-a-slip credits - average of 2014-2015.

(M15) Cost of sales - consists of credit card fees for Marina Operations services and tarp and tape for the boatyard.

Current credit card fees at Marina Ops	6,700
Other costs of sales - merchandise, tarps	9,000
Estimated cost of sales 2016	15,700

(M16) Fuel & oil expenses - includes fuel dock credit card fees. Based on average difference between sales and cost of fuel.

(M17) Advertising - marina marketing.

(M18) Auto and equipment fuel expenses - based on estimated 2015 expenses.

(M19) Bad debt expense - based on 2014-2015. Accounts are written off and sent to collections. If collections is able to collect funds, the Port adjusts bad debt expense.

(M20) Business taxes - increased in April 2011 when DOR ruled that dry storage revenue is taxable as excise tax, warehousing category instead of leasehold tax. Increases with increased activity. Budget is based on 2015 projected expenses.

(M21) Claims and damages - based on average of last 5 years.

(M22) Economic development - DPOE and boat show. DPOE moved to overhead economic development in 2014 and boat show moved to marina marketing.

(M23) Education and training - budget is an average of the last 5 years. Includes Hazardous Waste Operations and Emergency Response (HAZWOPER) training and First Aid training.

(M24) Employee benefits - include PERS of 11.18% (increased from 9.21, 7/1/15, actual medical rate per HCA - a decrease of approximately \$5 per subscriber per month. 2014's increase was 0.8%. 2015's increase was 4.7%. Medical expenses change based on the number of family members covered under the plan.

(M25) Hazardous waste disposal - Staff is doing additional cleaning due to the environmental regulations.

Travelift/boatyard/pressure wash building	
Vactor pressure wash building vault - Flohawks	3,200
Clean boatyard vault - Flohawks	1,500
3 drums DS 100 - Delta Pollution Control	3,000
Remove hazardous waste - PSC	4,500
Outfall testing	1,200
Oil disposal - Safety-Kleen	3,500
Oyster shells	1,100
	18,000

Port of Edmonds
Marina
2016 Operating Budget Notes

(M26) Insurance - runs from Sept 2015 - Aug 2016. Budget estimated from Sept 2015 - Aug 2016 numbers plus 5% for the last 4 months of 2016. Enduris increased the liability coverage limit to \$20 million from \$10 million effective 9/1/15. Property insurance premiums went up by 11% beginning Sept 2014 due to the 12/31/11 boat fire claim. The Port was made whole by Enduris, but the property insurance premiums went up by 11% because the boater's policy did not list the Port as additional insured by endorsement.

(M27) Licenses and permits - used to be included in misc. Since a breakdown of misc expense is often requested, it is now broken out separately.

(M28) Marketing - Marina - as per 2016 Marketing Plan. Boat show moved from Economic Development in 2014.

Boat Show	6,500
Updated Marina Aerial Photo	500
	<u>7,000</u>

(M29) Miscellaneous - licenses and permits and marketing have been moved to their own line items.

(M30) Office - includes statement printing and mailing and purchases for specific cost centers.

AFTS statement printing, mailing, lockbox, and postage	19,200
Other office supplies	1,800
	<u>21,000</u>

Price increase in 2014 due to 2 colors on statements.

(M31) Payroll taxes - estimate that L&I and unemployment rates remain the same in 2016.

(M32) Professional services include consultants such as attorneys and engineers.

Survey for Port Management Agreement	21,000
Environmental engineer - prep for 2016 boatyard permit expiration	7,000
	<u>28,000</u>

(M33) Rent - Lease from BNSF. Rent increases by 3% annually in the middle of September. Increased to \$1,043.92 for Sept 2015 - Aug 2016.

(M34) Repair and maintenance - services to repair and maintain Port equipment such as the forklifts, vehicles, travelift, launchers, fuel dock point-of-sale system, fuel dock dispensers, workboats. Other services such as pest control, fence rental, fuel dock equipment maintenance, porta potty services, etc. The 2016 budget is for the items listed below:

Fuel Dock - SME annual testing	2,000
Fuel Dock - sales equipment annual maintenance, service calls	3,000
Marina breakwater inspection - Norton Corrosion	3,000
Public Launch - annual inspection	2,000
Dry Storage - forklift maintenance	12,000
Dry Storage - lift truck tires/fork pads	16,000
Dry Storage - Launcher preventative maintenance	6,500
Marina - pest control	6,500
Boatyard and Dry Storage port-a-potties	3,600
Heavy equipment rental	5,000
Fire extinguisher annual maintenance	1,000

Port of Edmonds
Marina
2016 Operating Budget Notes

Other	5,400
15% Contingency	<u>10,000</u>
	<u><u>76,000</u></u>

(M35) Salaries & wages - include CPI increase of 1.6%, merit pool of 1% for a combined increase of \$27,000. The merit pool is established as per the revised compensation plan that was adopted in 2013. The amount of the merit pool is subject to performance reviews.

Through July 31, 2015, salaries and wages were reported and recorded as follows:

Marina = 63%
Properties = 7%
Overhead = 28%
Capital Projects = 2%

The 2016 salaries and wages budgets of \$1,668,000 are allocated the same way.

(M36) Supplies - estimate other supplies based on Facilities Maintenance Manager's work.

Moorage	
Dock sealing	3,500
Dock boards/rub strip	5,000
Power pedestal replacement parts	7,500
Boom sweeps - 25 @ \$71	1,775
Public Launch	
Slings	1,500
Spare parts	2,500
Travelift/boatyard/pressure wash building	
Travelift parts/hydraulics	3,500
Pressure wash building - larger air compressor	3,500
Slings	3,000
Yard blocks	1,500
Dry storage	
Bunk boards	8,000
Other marina supplies	
Breakwater navigation light	4,000
Sewer pump parts	1,000
Other	47,000
TOTAL	<u><u>93,275</u></u>

(M37) Supplies - landscaping - includes bark/mulch, flowers, small tools, materials, etc.

(M38) Utilities - budget based on 2015 with 5% increase.

(M39) Interest expense - per bond agreements + prepaid interest + bond premium amortization. 1998 Revenue and Refunding bond retired in August 2015, 2 years early.

Port of Edmonds
Marina
2016 Operating Budget Notes

(M40) Depreciation - estimated from month of July 2015 deprecation times 12 months plus:

Depreciation based on July 2015	997,959
Weather center	3,260
Breakwater navigational aids and lights	3,286
New restrooms	33,333
	<u>1,037,838</u>

(M41) Other post employment benefits - GASB 45 requires government entities the size of the Port of Edmonds to begin recording a liability for Other Post Employment Benefits (OPEB) for the 2009 calendar year. This liability is phased in over a 10 year period. The 2014 marina liability was \$34,000. The liability is caused because the Port is a member of the Health Care Authority, which provides medical insurance to the Port's retirees. The State charges the Port higher premiums for active employees than the State charges retirees, so the Port is providing direct and indirect subsidies.

(M42) Property tax carry - \$50,000 allocation to public launch to cover launcher expenses that exceed revenues.

(M43) Overhead allocation - based on the percentage of marina revenues to total revenues. 70%

Port of Edmonds
Rental Properties
2016 Operating Budget

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015 Projected</u>	<u>2016 Budget</u>	
Revenues							
Rental Properties							
Miscellaneous - HS	5	1,639		1,259	200	-	
Harbor Square Property	1,390,864	1,395,609	1,375,923	1,403,749	1,440,000	1,490,000	(P1)
Harbor Square CAMS	128,704	136,223	125,910	131,212	131,000	131,000	(P2)
Harbor Square Conf Room Revenue	3,365	1,287	4,467	3,462	3,000	3,000	(P3)
Late Fees - Harbor Square Prop	4,540	6,238	5,942	5,162	6,400	5,500	(P4)
Anthony's	211,259	222,776	227,410	277,889	286,000	286,000	(P5)
Bud's Bait	7,000	8,064	7,921	7,698	7,800	4,000	(P6)
Edmonds Yacht Sales	12,712	3,978	3,327	3,381	3,400	3,500	(P7)
Harbor Square Athletic Club Land Lease	112,095	116,118	118,515	119,467	122,000	124,000	(P8)
POE 2 LLC (Jacobsen's building)				22,908	50,000	52,000	(P9)
Landing	90,878	90,878	90,878	98,399	108,928	109,000	(P10)
Yacht Club	49,123	49,123	49,123	51,402	53,000	54,000	(P11)
Other Rental Property	58,777	120	78				(P12)
Total Rental Properties	2,069,322	2,032,053	2,009,494	2,125,988	2,211,728	2,262,000	
Expenses							
Cost of Goods Sold							
Harbor Square Meeting Room Costs	1,095	521	863	556	500	500	(P3)
Operating Expenses							
Advertising & Notices	1,461	280	374		150	2,000	(P13)
Auto and Equip Fuel	529	503	330	303	300	500	(P14)
Bad Debt Expense			18,526				(P15)
Bank Charges		350	50	464	500	500	(P16)
Business Taxes	427	136	184	139	200	200	(P17)
Claims and Damages			1,723	204			(P18)
Employee Benefits	23,191	31,468	27,567	28,173	30,000	33,000	(P19)
Insurance	31,191	33,920	35,958	36,193	38,000	39,000	(P20)
Lease Expenses				39,420			
Master Plan	21,216	98,060	26,092	9,711	25,000	5,000	(P21)
Miscellaneous	897	1,015	1,655	418	600	500	(P22)
Payroll Taxes	11,431	13,271	10,811	12,385	13,000	13,000	(P19)
Professional Services	100,591	101,171	86,025	95,416	97,000	103,000	(P23)
Repair & Maintenance	110,424	90,791	81,803	76,114	99,000	141,000	(P24)
Salaries & Wages	96,964	115,258	100,732	108,917	109,000	111,000	(P19)
Supplies	16,640	17,027	24,673	17,567	14,000	16,000	(P25)
Tenant Improvements	18,038	17,304	1,612	2,900	1,000	2,000	(P26)
Utilities	122,261	127,695	133,147	144,540	146,000	153,000	(P27)
Total Operating Expenses w/o Depr	555,261	648,249	551,262	572,864	573,750	619,700	
Non-Operating Items - Expense (Income)							
Interest Expense	546,466	404,639	377,235	330,034	281,000	249,000	(P28)
Bond Issuance Costs	2,446						(P29)
Interest Income	(2,710)	(1,597)	(828)	(834)	(500)	(500)	(P30)
Insurance Reimbursements			(46,368)				N/A
Miscellaneous, Net			45,995				N/A
Total Non-Operating Items	546,202	403,042	376,034	329,200	280,500	248,500	
Net Income Before Depreciation, OPEB	966,764	980,241	1,081,335	1,223,368	1,356,978	1,393,300	
Depreciation	544,285	546,652	545,641	576,123	622,000	634,000	(P31)
Other Post Employment Benefits	7,650	7,644	13,134	3,753	4,000	4,000	(P32)
Net Income Before Overhead and Taxes	414,829	425,945	522,560	643,492	730,978	755,300	
Overhead Allocation	(268,217)	(282,524)	(264,736)	(291,033)	(282,000)	(300,000)	(P33)
Net Income/(Loss) Before Property Tax Carry	146,612	143,421	257,824	352,459	448,978	455,300	
Property Tax Carry	200,000	200,000	200,000	200,000	200,000	200,000	(P34)
Net Income With Property Tax Carry	346,612	343,421	457,824	552,459	648,978	655,300	

Port of Edmonds
Rental Properties
2016 Operating Budget Notes

The Rental Property budget includes the following cost centers: Harbor Square Property, Harbor Square Athletic Club land lease, Anthony's Restaurant, the Landing, Edmonds Yacht Club, Edmonds Yacht Sales, Bud's Bait, and POE 2 LLC.

Revenues:

- (P1) Harbor Square property rent - based on rent projection of current tenants and their lease terms.
- (P2) CAMS - estimated based on current tenants and the extensions Jan expects.
- (P3) Conference room rental - less space to rent on a daily basis as it has been leased out.
- (P4) Late fees - average of last 5 years.
- (P5) Anthony's - minimum rent plus additional space plus percentage rent. Percentage rent based on Sept 2014 report. Last lease extension ends 8/31/2043. Percentage rent normally received at the end of September.
- (P6) Bud's Bait - 1st option term ended 6/30/06. 2nd option was exercised under same terms. 3rd and last option was exercised, with the terms modified to include an annual CPI increase beginning 7/1/12. Lease expires 6/30/2016. The Port is not going to renew the lease after 12/31/16. Percentage rent based on Sept 2014 report.
- (P7) EYS - downsized to boatyard office October 2012. Annual CPI increases in September.
- (P8) Harbor Square Athletic Club land lease - increases by CPI in mid-November. Estimate a CPI increase of 2.0% in 2015 and 2016. This item covers the tennis court lease only. The lease for the Athletic Club building is included the item P1, Harbor Square Property.
- (P9) POE 2 LLC - lease began 7/15/14. Rent shall be increased by 2.5% annually beginning in year 2.
- (P10) Landing - adjusted 5-year fair market value increase 8/1/14 to \$106,834 per year plus parking. Next rate adjustment is based on CPI, 8/1/2019. Lease expires 7/31/2029.
- (P11) EYC - lease is for \$3,289.41 for land lease for building and \$804.17 land lease for parking. CPI or FMV adjustment completed 6/15/14. Annual CPI increase beginning 6/15/15. Lease term expires 6/15/2039 with 2 15 year options.
- (P12) Other rental property - Sound Transit parking lease in 2011, Broadband Xpress lease 2011-2013.

Expenses:

- (P13) Advertising - for marketing Harbor Square.
- (P14) Auto and equipment fuel - based on average of last 5 years.
- (P15) Bad debt expense - none expected in 2016.
- (P16) Bank charges include the cost of checks and deposit slips.
- (P17) Business taxes are paid on room rentals and late fees.
- (P18) Claims and damages - none expected in 2015.

Port of Edmonds
Rental Properties
2016 Operating Budget Notes

- (P19) Rental property employee costs have averaged 6-7% of total employee costs. Approximately 1.5 FTE on an annual basis.
- (P20) Insurance - based on 9/15-8/16 rates plus 5% for last 4 months of 2016. Insurance is allocated to rental properties based on insured property value.
- (P21) Master business plan - shoreline planning.
- (P22) Miscellaneous - includes licenses and permits. Based on average of last 5 years.
- (P23) Professional services - property management fees of 5.75%, legal fees.

Property management fees of 5.75% (HS)	94,000
Legal fees - all rental properties	<u>9,000</u>
	<u><u>103,000</u></u>

- (P24) Repairs and maintenance - includes supplies, pest control, fire extinguisher maintenance, window replacements, roof repairs, security services for the alarm service and phone, landscaping, asphalt repair, parking lot striping, elevator repair and inspections, HVAC repair and maintenance, janitorial.

Harbor Square Repair and Maintenance

General	16,000
Elevator	10,000
HVAC	23,000
Janitorial	27,000
Landscaping	14,000
Roads	47,000
Security	<u>2,000</u>
	<u><u>139,000</u></u>

- (P25) Supplies - include bathroom supplies, cleaning supplies, and supplies for staff to make repairs. 2013 supplies included \$8,346 of LED light bulbs, which were reimbursed by a PUD grant.
- (P26) Tenant improvements - based on the number of new tenants requesting changes. Most tenant improvements are capitalized.
- (P27) Utilities - estimate 5% increase over 2015.
- (P28) Interest expense - based on estimated amortization schedule for 2011 loan with increased loan payments
- (P29) Bond issuance costs - written off in 2012 as per GASB No. 65.
- (P30) Interest income - based on 2014 expected income.
- (P31) Depreciation calculation:

	<u>2015</u>	<u>2016</u>
Depreciation to July 2015	358,431	358,431
Estimated August-December 2015	256,022	256,022
Building 3 HVAC	4,444	10,667

Port of Edmonds
Rental Properties
2016 Operating Budget Notes

Building 3 Roof	1,250	3,750
Building 4 Roof	2,083	5,000
	<u>622,231</u>	<u>633,870</u>

(P32) Other post employment benefits - based on 2014.

(P33) Overhead allocation - based on the percentage of property revenues to total revenues. 30%

(P34) Property tax allocation same as 2014.

Port of Edmonds
Overhead
2016 Operating Budget

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015 Projected</u>	<u>2016 Budget</u>	
Revenues							
Miscellaneous	42,639	31,063	40,550	50,360	37,000	37,000	(O1)
Total Revenues	<u>42,639</u>	<u>31,063</u>	<u>40,550</u>	<u>50,360</u>	<u>37,000</u>	<u>37,000</u>	
Operating Expenses							
Advertising & Notices	6,782	7,393	5,699	6,354	5,000	5,500	(O2)
Audit Expense		18,235	606	21,188		23,000	(O3)
Auto and Equip Fuel	6,905	8,129	8,466	7,898	8,000	8,000	(O4)
Bank Charges	1,291	980	1,655	2,008	2,500	2,500	(O5)
Commission Costs:							
Benefits	66,122	68,673	70,519	70,445	73,000	73,000	(O6)
Education	2,833	4,265	3,065	3,800	4,000	4,000	(O7)
Election Costs	5,490		6,128		6,500		(O8)
Payroll Taxes	6,058	5,584	5,413	5,634	6,000	6,000	(O9)
Salaries and Wages	47,205	49,549	48,190	47,624	50,000	50,000	(O10)
Travel	4,620	7,658	4,586	6,938	7,000	7,000	(O11)
Commission Costs	<u>132,328</u>	<u>135,729</u>	<u>137,901</u>	<u>134,441</u>	<u>146,500</u>	<u>140,000</u>	
Economic Development	3,000	3,821	11,023	15,836	19,000	20,000	(O12)
Education & Training	4,912	2,958	4,410	3,899	6,500	6,500	(O13)
Employee Benefits	123,644	126,474	139,289	127,145	135,000	153,000	(O14)
Insurance	10,997	11,492	9,237	4,847	5,000	5,000	(O15)
Licenses & Permits	775	1,008	1,512	670	1,000	1,000	(O16)
Marketing	570			1,019	100		(O17)
Meals	3,108	2,638	3,709	4,659	7,000	6,500	(O18)
Membership Dues	16,761	16,642	15,413	15,677	17,000	17,000	(O19)
Miscellaneous	55	302					(O20)
Office	29,599	37,095	44,948	40,292	42,000	49,000	(O21)
Payroll Taxes	48,994	46,974	42,177	49,503	55,000	55,000	(O22)
Promotional Hosting					895	2,500	(O23)
Professional Services	52,509	50,211	50,264	51,139	52,000	54,000	(O24)
Port Reporter						10,000	(O25)
Repair & Maintenance	18,630	26,338	23,932	17,038	21,000	21,000	(O26)
Repair & Maintenance - Landscaping	1,974						(O27)
Salaries & Wages	404,860	413,743	419,377	455,129	420,000	424,000	(O28)
Supplies	43,597	55,348	47,518	69,794	70,000	70,000	(O29)
Supplies - Landscaping	4,094	2,141					(O30)
Travel	10,176	8,143	7,076	9,011	9,500	9,500	(O31)
Uniforms	6,336	8,123	7,874	8,992	9,000	9,000	(O32)
Utilities	29,468	30,895	27,871	28,249	29,000	30,000	(O33)
Total Operating Expenses w/o Depr	<u>961,365</u>	<u>1,014,812</u>	<u>1,009,957</u>	<u>1,074,788</u>	<u>1,060,995</u>	<u>1,122,000</u>	
Non-Operating Items - Expense (Income)							
Interest Income	(27,686)	(28,692)	(24,643)	(33,601)	(39,000)	(40,000)	(O34)
Miscellaneous, Net		(1,440)	8,627	17,356			
Total Non-Operating Items	<u>(27,686)</u>	<u>(30,132)</u>	<u>(16,016)</u>	<u>(16,245)</u>	<u>(39,000)</u>	<u>(40,000)</u>	
Net Income Before Depreciation, OPEB	<u>(891,040)</u>	<u>(953,617)</u>	<u>(953,391)</u>	<u>(1,008,183)</u>	<u>(984,995)</u>	<u>(1,045,000)</u>	
Depreciation	68,570	75,742	76,868	85,882	88,000	88,000	(O35)
Other Post Employment Benefits	22,254	22,237	13,134	16,085	16,000	16,000	(O36)
Net Loss Before Property Tax Carry	<u>(981,864)</u>	<u>(1,051,596)</u>	<u>(1,043,393)</u>	<u>(1,110,150)</u>	<u>(1,088,995)</u>	<u>(1,149,000)</u>	
Property Tax Carry	156,100	156,768	156,147	157,410	150,000	150,000	(O37)
Net Loss	<u>(825,764)</u>	<u>(894,828)</u>	<u>(887,246)</u>	<u>(952,740)</u>	<u>(938,995)</u>	<u>(999,000)</u>	

Port of Edmonds
Overhead
2016 Operating Budget Notes

The Overhead budget includes revenues and expenses that cannot specifically be allocated to any one cost center. For example, Commissioner costs, attorney fees to attend Commission meetings, computer maintenance.

Revenues:

- (O1) Miscellaneous - budget is based stormwater system reimbursements from the City. Other miscellaneous revenues include WFF reimbursements. In 2015, WFF reimbursements were moved to marina to match the expenses. Since January 2011, the City stormwater fees have increased by 33%.

Expenses:

- (O2) Advertising and notices - includes advertising for meetings, jobs, and purchases. 2016 budget is based 2013 - 2015.
- (O3) Audit expense - State audit for 2014-2015 expected in 2016. The Port is on a 2-year cycle. SAO notified the Port that their rates are increasing by 5%.
- (O4) Auto and equipment fuel expenses - for vehicles not allocated to one department. Budget is based on 2013-2015.
- (O5) Bank charges - includes B of WA fees, LGIP fees, B of NY fees, US Bank third party holder fees for long-term investments, costs of checks and deposit books. Expenses increased in 2014 due to the long-term investments. Budget is based on 2015.
- (O6) Commissioner benefits - include medical, health and wellness. Medical premiums did not increase for 2016.
- (O7) Commissioner education - budget based on 2015 estimated expenses.
- (O8) Election costs - 2 Commissioners' terms expire at the end of 2015. No elections in 2016.
- (O9) Commissioner payroll taxes - estimated the same as 2015. Decreased in late 2012 because the Port is no longer reporting Commissioner medical as additional compensation to the IRS.
- (O10) Commissioner salaries and wages - monthly salary increased from \$200 to \$254 in July 2013, per diem increased from \$104 to \$114. Increases by CPI every 5 years.
- (O11) Commissioner travel - budgeted same as projected 2015.
- (O12) Economic development - DPOE used to be in the marina budget, but was moved to the overhead budget in 2014.

EASC Dues	5,000
DPOE	5,000
Sea Jazz	3,000
Artists in Action	1,500
Bird Fest	500
Other Economic Development Opportunities	5,000
	20,000

The Port also participates in economic development through the purchase and operation of the Harbor Square Property.

Port of Edmonds
Overhead
2016 Operating Budget Notes

(O13) Education and training - increased due to reorg, new staff.

Maintenance Utility Worker II	1,000
Administration	1,000
Finance Manager Continuing Professional Education	1,500
First Aid	500
NW Marina and Boatyard Conference - 2 staff	350
Pacific Coast Congress - 1 staff, 1 time/year	250
Landscaping	650
Other Staff	1,250
	<u>6,500</u>

(O14) Employee benefits - include PERS of 11.18% (increased from 9.21, 7/1/15, actual medical rate per HCA - a decrease of approximately \$5 per subscriber per month. 2014's increase was 0.8%. 2015's increase was 4.7%. Medical expenses change based on the number of family members covered under the plan.

(O15) Insurance - runs from Sept - Aug. Budget estimated from Sept 2015 - Aug 2016 numbers plus 5% for the last 4 months of 2016.

(O16) Licenses and permits - used to be included in misc. Since a breakdown of misc expense is often requested, it is now broken out separately.

(O17) Marketing - used to be included in misc. Most marketing is now in the marina budget.

(O18) Meals - used to be included in misc. Includes staff meals while attending classes, All Staff lunches, staff meetings with Commissioners, staff meetings with elected officials, and business lunches. Budget based on 2015.

(O19) Membership dues - includes the following:

Washington Public Ports Association (WPPA)	12,500	estimate
WPPA Building Purchase Assessment (2011-2015)	-	
Rotary Club of Edmonds	1,100	
Puget Sound Regional Council	600	
Washington Tourism Alliance	500	
National Marine Trade Association (NMTA)	450	
Edmonds Chamber	500	
Washington Society of Certified Public Accountants (WSCPAA)	250	
Pacific Coast Congress (PCC)	250	
MRSC Rosters	150	
Washington Finance Officers Association (WFOA)	100	
Other	300	
	<u>16,700</u>	

(O20) Miscellaneous - removed licenses and permits and marketing.

(O21) Office expense:

Office supplies (under \$1,000 each)	33,000
<u>Major Purchases (\$1,000 or more)</u>	
Accounting software annual maintenance (Sage 100, Sage Fixed Assets)	4,000

Port of Edmonds
Overhead
2016 Operating Budget Notes

TMP server - upgrade software to 2012 R2	1,700
Marina mgt software annual maintenance (TMP)	1,600
E-mail archiving annual license (Barracuda)	2,000
Firewall annual license (WatchGuard)	1,000
Service to backup Commissioners' iPad documents (Dropbox)	1,000
Sage 100 financial reports module	2,500
Sage Fixed Assets inventory module	2,000
	48,800
	48,800

(O22) Payroll taxes - estimate that L&I and unemployment rates remain the same in 2016.

(O23) Promotional hosting - by law, must be budgeted before it can be used. Port anticipates limited promotional hosting in 2016.

(O24) Professional services include consultants such as Port Attorney, Public Relations, Port Recorder, and computer technical support.

Port Attorney	25,000
Computer Technical Support (Virtual Qube)	20,000
Computer Technical Support (Sage 100)	1,000
Port Recorder (Noyes)	5,000
Public Relations (Blossey)	1,000
Other	2,000
	54,000
	54,000

(O25) Port reporter - yearly report to Port District residents. Not published from 2009-2015.

(O26) Repair and maintenance - services to repair and maintain Port vehicles not dedicated to one cost center, security safety checks, elevator maintenance, pest control, rug services, janitorial, fence rental, HVAC maintenance. Budget based on estimated 2015 expenses.

(O27) Repair and maintenance - landscaping - 2010 was the first year that landscaping repair and maintenance will be separated out from other R&M costs. In 2012, the Facilities Maintenance Manager brought all landscaping labor in house.

(O28) Salaries & wages - include CPI increase of 1.6%, merit pool of 1% for a combined increase of \$27,000. The merit pool is established as per the revised compensation plan that was adopted in 2013. The amount of the merit pool is subject to performance reviews.

Through July 31, 2015, salaries and wages were reported and recorded as follows:

- Marina = 63%
- Properties = 7%
- Overhead = 28%
- Capital Projects = 2%

The 2016 salaries and wages budgets of \$1,668,000 are allocated the same way.

(O29) Supplies - includes janitorial items, water, first aid items, supplies used in operations, parts and equipment so that staff may make repairs. As our equipment ages, it needs more frequent repairs. The Facilities Maintenance Manager intends to do more work in house, so the repair and maintenance expenses will decrease, but the supplies expenses will increase.

Port of Edmonds
Overhead
2016 Operating Budget Notes

Supplies	49,000
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Major Purchases (Over \$1,000)

New radios - 15 @ \$400	6,000
Parts/supplies for vehicles and workboats	5,500
Parking lot striping paint	3,500
Marina Ops lunchroom remodel	2,500
Shop large tools	2,000
Security truck tires	1,500
	70,000
	70,000

(O30) Supplies - landscaping - shown in the marina budget.

(O31) Travel - budget based on 5 year average. Does not include Commissioner travel.

Car allowance	4,800
Finance seminars	1,500
Northwest Marina Trade seminar - 2 staff	1,000
Pacific Coast Congress - 1 trip per year	1,000
One-day meetings and seminars - mileage and meals	1,200
	9,500
	9,500

(O32) Uniforms - budget is based Port Operations Supervisor's and Security Supervisor's recommendations.

(O33) Utilities - budget is based on 2015 projected plus 5%.

(O34) Interest income - the Federal Reserve has indicated that it may begin to raise interest rates in mid-2015. Required to keep 60% of loan principal balance at Opus Bank. In late 2013, the Port began investing in longer term investments. Staff will continue that policy in 2016.

(O35) Depreciation - budget is based on monthly depreciation as of July 2015 plus anticipated capital projects.

(O36) Other post employment benefits - GASB 45 requires government entities the size of the Port of Edmonds to begin recording a liability for Other Post Employment Benefits (OPEB) for the 2009 calendar year. This liability is phased in over a 10 year period. The 2014 overhead liability was \$16,000. The liability is caused because the Port is a member of the Health Care Authority, which provides medical insurance to the Port's retirees. The State charges the Port higher premiums for active employees than the State charges retirees, so the Port is providing direct and indirect subsidies.

(O37) Property tax allocation same as 2015.

Port of Edmonds
2015 Projected Year End

	Marina <u>Actual</u>	Rental Property <u>Actual</u>	Overhead <u>Actual</u>	Combined <u>Actual</u>
Revenues				
Marina Operations				
Electrical Fees	130,000			130,000
Environmental	109,000			109,000
Environmental Fee - Workyard	18,000			18,000
Fuel Sales	934,000			934,000
Launcher	112,000			112,000
Miscellaneous	40,000		37,000	77,000
Guest Moorage	150,000			150,000
Permanent Moorage	3,114,000			3,114,000
Dry Storage	667,000			667,000
Parking	36,000			36,000
Travelift	96,000			96,000
Boatyard	59,000			59,000
Late Fees	14,000			14,000
Total Marina Operations	<u>5,479,000</u>	<u>-</u>	<u>37,000</u>	<u>5,516,000</u>
Rental Properties				
Harbor Square Property		1,580,600		1,580,600
Anthony's		286,000		286,000
Bud's Bait		7,800		7,800
Edmonds Yacht Sales		3,400		3,400
Harbor Square Athletic Club		122,000		122,000
POE 2 LLC		50,000		50,000
Landing		108,928		108,928
Yacht Club		53,000		53,000
Total Rental Properties	<u>-</u>	<u>2,211,728</u>	<u>-</u>	<u>2,211,728</u>
Total Revenue	<u>5,479,000</u>	<u>2,211,728</u>	<u>37,000</u>	<u>7,727,728</u>

Port of Edmonds
2015 Projected Year End

Expenses	<u>Marina Actual</u>	<u>Rental Property Actual</u>	<u>Overhead Actual</u>	<u>Combined Actual</u>
Cost of Goods Sold				
Loan-a-Slip Credits	7,500			7,500
Cost of Sales	16,000			16,000
Electrical Purchases	61,000			61,000
Fuel & Oil	795,000			795,000
Harb Sq Meeting Room Costs		500		500
Total Cost of Goods Sold	<u>879,500</u>	<u>500</u>	<u>-</u>	<u>880,000</u>
Operating Expenses				
Advertising & Notices	8,500	150	5,000	13,650
Audit Expense			-	-
Auto and Equipment Fuel	13,000	300	8,000	21,300
Bad Debt Expense	15,000			15,000
Bank Charges		500	2,500	3,000
Business Taxes	20,000	200		20,200
Claims & Damages	6,000			6,000
Commission Costs			146,500	146,500
Economic Development	-		19,000	19,000
Education & Training	3,500		6,500	10,000
Employee Benefits	306,000	30,000	135,000	471,000
Hazardous Waste Disposal	18,000			18,000
Insurance	130,000	38,000	5,000	173,000
Licenses & Permits	1,500		1,000	2,500
Marketing	5,500		100	5,600
Master Plan		25,000		25,000
Meals			7,000	7,000
Membership Dues			17,000	17,000
Miscellaneous	500	600	-	1,100
Office	21,000		42,000	63,000
Payroll Taxes	125,000	13,000	55,000	193,000
Port Reporter			-	-
Professional Services	5,000	97,000	52,000	154,000
Promotional Hosting			2,000	2,000
Rent	12,000			12,000
Repair & Maintenance	127,000	100,000	21,000	248,000
Salaries & Wages	1,035,000	109,000	420,000	1,564,000
Supplies	93,000	14,000	70,000	177,000
Travel			9,500	9,500
Uniforms			9,000	9,000
Utilities	195,000	146,000	29,000	370,000
Total Operating Expenses w/o Depr	<u>2,140,500</u>	<u>573,750</u>	<u>1,062,100</u>	<u>3,776,350</u>
Non-Operating Items - Expense (Income)				
Interest Expense	111,000	281,000		392,000
Interest Income		(500)	(39,000)	(39,500)
Miscellaneous	-		-	-
Total Non-Operating Items	<u>111,000</u>	<u>280,500</u>	<u>(39,000)</u>	<u>352,500</u>
Net Income Before Depr, OPEB	<u>2,348,000</u>	<u>1,356,978</u>	<u>(986,100)</u>	<u>2,718,878</u>
Depreciation	1,002,000	622,000	88,000	1,712,000
Other Post Employment Benefits	35,000	4,000	16,000	55,000
Net Income Before Overhead Allocation	<u>1,311,000</u>	<u>730,978</u>	<u>(1,090,100)</u>	<u>951,878</u>
Property Taxes	50,000	200,000	150,000	400,000
Overhead Allocation	(657,000)	(282,000)	(939,000)	
Net Income With Property Tax Carry	<u>704,000</u>	<u>648,978</u>		<u>1,351,878</u>

Port of Edmonds
2016 Capital Budget

	2015 Budget	2015 Projected	2016	2017	2018	2019	2020
Beginning Capital Replacement Reserve	3,497,000	3,023,000	3,460,000	4,641,000	5,206,000	7,036,000	8,193,000
Additions to Capital Replacement Reserve	1,300,000	1,508,000	1,702,000	1,494,000	2,330,000	2,332,000	2,330,000
Total Capital Replacement Reserve	4,797,000	4,531,000	5,162,000	6,135,000	7,536,000	9,368,000	10,523,000

Capital Projects:

Cost Center	Item							
00	Administration Office Remodel		50,000	50,000				
00	Capital Maintenance	50,000	50,000	200,000	290,000	565,000	100,000	
00	M.O. Office Remodel - Phase II		35,000					
00	New Restroom Complex (in progress)	500,000	550,000					
00	Paint Striper							
00	Promenade Bench Floor Replacement		12,000					
00	Server Software and Hardware - primary server which controls network access, the accounting software, all of staff's documents, and e-mail and internet access		10,000					
00	Server Software and Hardware - marina management server, also controls billing and payments			10,000				
00	Technology Improvements	10,000			25,000	25,000	25,000	
00	Telephone System Upgrade	25,000	18,256					
00	Tractor Implements	8,000	1,230	6,500				
00	Trailer				9,000			
00	Vehicle Replacement				25,000	25,000	25,000	
00	Vehicle Replacement - 1 Ton with Utility Box (Maintenance)			34,000				
00	Weather Center Update	40,000	32,603					
00	Web Cam	5,000	1,626					
05	Fuel Dock Update			166,000				
11	Breakwater Navigation Lights		23,614	(\$4,000 in Marina budget)				
11	I Dock Electrical Upgrade (in progress)	100,000	100,000					
11	Key Card System for Gates			100,000				
11	Marina Updates Per Replacement Schedule						986,000	
11	Mid Life Rehab (Waler Replacement)							
11	Recycling Centers							
11	Replace Gutters on Docks	35,000		35,000				
18	Travelift					400,000		
18	Travelift Engine Replacement			5,500				
18	Travelift Hydraulic Pump Spare	6,000						
21	Launcher - Festoon, North Launcher	7,500						
22	A Dock Improvements			25,000				
22	Dry Storage Concrete Pad Replacement				100,000			
22	Dry Storage Pump/Motor Spare	6,000						
22	Dry Storage Pump Upgrades			12,000				
22	Marine Forklift Replacement				275,000		275,000	
60	Harbor Square Capital Maintenance	25,000		25,000	100,000	100,000	100,000	
60	Harbor Square Dayton/104 Corner Landscaping			25,000				
60	Harbor Square Replace HVAC Units	15,000		15,000	35,000	35,000	35,000	
60	Harbor Square Tenant Improvements	15,000	12,354	15,000	25,000	25,000	25,000	
63	Harbor Square Building 3 HVAC Replacement (planned for 2016, moved to 2015)		159,415					
63	Harbor Square Building 3 Roof Overlay (planned for 2016, moved to 2015)		72,401					
65	Harbor Square Building 4 Roof Repair (planned for 2016, moved to 2015)		99,187					
	TOTALS	847,500	1,070,686	521,000	929,000	500,000	1,175,000	1,571,000
Ending Capital Replacement Reserve		3,949,500	3,460,314	4,641,000	5,206,000	7,036,000	8,193,000	8,952,000

Note: Marina mid-life rehab to replace walers is projected for 2021-2024 at a total cost of \$4,000,000.

Marina Items	792,500	727,329	441,000	769,000	340,000	1,015,000	1,411,000
Harbor Square Items	55,000	343,357	80,000	160,000	160,000	160,000	160,000
	847,500	1,070,686	521,000	929,000	500,000	1,175,000	1,571,000

Port of Edmonds
Projected Cash Flow Schedule
For the Years of 2015-2020

	Year 4 <u>2015</u>	Year 5 <u>2016</u>	Year 6 <u>2017</u>	Year 7 <u>2018</u>	Year 8 <u>2019</u>	Year 9 <u>2020</u>
Beginning Total Cash and Investments	10,178,000	9,676,000	11,670,300	12,178,000	15,001,000	16,324,000
Less Reserves						
Beginning Tenant Deposits (restricted)	(459,000)	(459,000)	(459,000)	(459,000)	(459,000)	(459,000)
Beginning Bond Reserve (restricted)	(801,000)	-	-	-	-	-
Beginning Operating Reserve (1/2 restricted as 3 mo expenses)	(3,476,000)	(3,615,000)	(3,760,000)	(3,910,000)	(4,066,000)	(4,229,000)
Beginning Environmental Mitigation Reserve	(606,000)	(607,000)	(608,000)	(609,000)	(610,000)	(611,000)
Beginning Capital Replacement Reserve	(3,023,000)	(3,460,000)	(4,641,000)	(5,206,000)	(7,036,000)	(8,193,000)
Total Reserves	<u>(8,365,000)</u>	<u>(8,141,000)</u>	<u>(9,468,000)</u>	<u>(10,184,000)</u>	<u>(12,171,000)</u>	<u>(13,492,000)</u>
Beginning Unreserved Cash	<u>1,813,000</u>	<u>1,535,000</u>	<u>2,202,300</u>	<u>1,994,000</u>	<u>2,830,000</u>	<u>2,832,000</u>
Beginning Unreserved Cash	1,813,000	1,535,000	2,202,300	1,994,000	2,830,000	2,832,000
Bond Principal Payments	(2,540,000)	(1,353,000)	(1,418,000)	(688,000)	(726,000)	(765,000)
Net Income	1,342,000	1,386,300	1,196,400	1,303,400	1,345,400	1,383,400
Non-Cash Items	1,767,000	1,815,000	1,866,600	1,871,600	1,876,600	1,881,600
Changes to Bond Reserve	801,000					
Changes to Operating Reserve	(139,000)	(145,000)	(150,000)	(156,000)	(163,000)	(169,000)
Changes to Environmental Mitigation Reserve	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
Changes to Capital Replacement Reserve (from previous year's cash increase)	(1,508,000)	(1,035,000)	(1,702,300)	(1,494,000)	(2,330,000)	(2,332,000)
Ending Unreserved Cash	<u>1,535,000</u>	<u>2,202,300</u>	<u>1,994,000</u>	<u>2,830,000</u>	<u>2,832,000</u>	<u>2,830,000</u>
Ending Unreserved Cash	1,535,000	2,202,300	1,994,000	2,830,000	2,832,000	2,830,000
Ending Tenant Deposits (restricted)	459,000	459,000	459,000	459,000	459,000	459,000
Ending Bond Reserve (restricted)	-	-	-	-	-	-
Ending Operating Reserve (1/2 restricted as 3 mo of expenses)	3,615,000	3,760,000	3,910,000	4,066,000	4,229,000	4,398,000
Ending Environmental Mitigation Reserve	607,000	608,000	609,000	610,000	611,000	612,000
Ending Capital Replacement Reserve	3,460,000	4,641,000	5,206,000	7,036,000	8,193,000	8,952,000
Ending Total Cash and Investments	<u>9,676,000</u>	<u>11,670,300</u>	<u>12,178,000</u>	<u>15,001,000</u>	<u>16,324,000</u>	<u>17,251,000</u>

Port of Edmonds
2016 Open Moorage Rates

Slip Size	2015 # of Slips	2015 Rate	2015 Estimated Income	2016 Rate 2.60%	2016 Annual Income	Difference Per Month From 2015
14 x 8.0	3	\$ 101.42		\$ 104.06		\$ 2.64
20 x 8.0	10	\$ 167.75	\$ 20,130	\$ 172.11	\$ 20,653	\$ 4.36
22 x 8.0	3	\$ 173.05	\$ 6,230	\$ 177.55	\$ 6,392	\$ 4.50
26 x 9.0	2	\$ 188.67	\$ 4,528	\$ 193.58	\$ 4,646	\$ 4.91
26 x 10.0	31	\$ 201.04	\$ 74,787	\$ 206.27	\$ 76,731	\$ 5.23
26 x 10.5	10	\$ 205.49	\$ 24,659	\$ 210.83	\$ 25,300	\$ 5.34
26 x 12.5	18	\$ 227.93	\$ 49,233	\$ 233.86	\$ 50,513	\$ 5.93
26 x 13.0	2	\$ 232.12	\$ 5,571	\$ 238.16	\$ 5,716	\$ 6.04
28 x 09.0	9	\$ 202.86	\$ 21,909	\$ 208.13	\$ 22,479	\$ 5.27
28 x 10.0	1	\$ 215.41	\$ 2,585	\$ 221.01	\$ 2,652	\$ 5.60
28 x 11.0	1	\$ 227.63	\$ 2,732	\$ 233.55	\$ 2,803	\$ 5.92
28 x 12.5	33	\$ 238.17	\$ 94,315	\$ 244.36	\$ 96,768	\$ 6.19
28 x 13.0	8	\$ 245.70	\$ 23,587	\$ 252.09	\$ 24,200	\$ 6.39
30 x 12.5	9	\$ 262.52	\$ 28,352	\$ 269.35	\$ 29,089	\$ 6.83
30 x 13.0	4	\$ 270.75	\$ 12,996	\$ 277.79	\$ 13,334	\$ 7.04
30 x 13.5	11	\$ 278.98	\$ 36,825	\$ 286.23	\$ 37,783	\$ 7.25
30 x 14.0	10	\$ 287.18	\$ 34,462	\$ 294.65	\$ 35,358	\$ 7.47
30 x 15.0	2	\$ 308.15	\$ 7,396	\$ 316.16	\$ 7,588	\$ 8.01
32 x 12.5	2	\$ 278.88	\$ 6,693	\$ 286.13	\$ 6,867	\$ 7.25
32 x 13.5	13	\$ 296.58	\$ 46,266	\$ 304.29	\$ 47,469	\$ 7.71
32 x 15.0	6	\$ 323.14	\$ 23,266	\$ 331.54	\$ 23,871	\$ 8.40
34 x 15.0	6	\$ 352.40	\$ 25,373	\$ 361.56	\$ 26,032	\$ 9.16
36 x 13.0	2	\$ 328.73	\$ 7,890	\$ 337.28	\$ 8,095	\$ 8.55
36 x 14.0	8	\$ 349.02	\$ 33,506	\$ 358.09	\$ 34,377	\$ 9.07
36 x 15.5	10	\$ 379.44	\$ 45,533	\$ 389.31	\$ 46,717	\$ 9.87
40 x 15.5	17	\$ 429.73	\$ 87,665	\$ 440.90	\$ 89,944	\$ 11.17
40 x 16.0	10	\$ 441.40	\$ 52,968	\$ 452.88	\$ 54,345	\$ 11.48
44 x 16.0	10	\$ 478.82	\$ 57,458	\$ 491.27	\$ 58,952	\$ 12.45
50 x 15.0	2	\$ 523.74	\$ 12,570	\$ 537.36	\$ 12,897	\$ 13.62
50 x 15.5	2	\$ 538.88	\$ 12,933	\$ 552.89	\$ 13,269	\$ 14.01
50 x 16.5	8	\$ 569.14	\$ 54,637	\$ 583.94	\$ 56,058	\$ 14.80
50 x 18.5	6	\$ 629.66	\$ 45,336	\$ 646.03	\$ 46,514	\$ 16.37
50 x 20.0	2	\$ 676.18	\$ 16,228	\$ 693.76	\$ 16,650	\$ 17.58
50 x 21.0	14	\$ 705.32	\$ 118,494	\$ 723.66	\$ 121,575	\$ 18.34
54 x 20.0	2	\$ 723.49	\$ 17,364	\$ 742.30	\$ 17,815	\$ 18.81
54 x 20.5	4	\$ 739.83	\$ 35,512	\$ 759.07	\$ 36,435	\$ 19.24
54 x 21.5	4	\$ 775.87	\$ 37,242	\$ 796.04	\$ 38,210	\$ 20.17
55 x 21.0	1	\$ 768.88	\$ 9,227	\$ 788.87	\$ 9,466	\$ 19.99
60 x 21.0	1	\$ 833.64	\$ 10,004	\$ 855.31	\$ 10,264	\$ 21.67
62 x 21.0	1	\$ 857.84	\$ 10,294	\$ 880.14	\$ 10,562	\$ 22.30
66 x 21.0	1	\$ 908.67	\$ 10,904	\$ 932.30	\$ 11,188	\$ 23.63
66 x 22.0	1	\$ 951.94	\$ 11,423	\$ 976.69	\$ 11,720	\$ 24.75
70 x 21.0	1	\$ 961.51	\$ 11,538	\$ 986.51	\$ 11,838	\$ 25.00
72 x 21.0	1	\$ 983.06	\$ 11,797	\$ 1,008.62	\$ 12,103	\$ 25.56
74 x 21.0	2	\$ 1,010.38	\$ 24,249	\$ 1,036.65	\$ 24,880	\$ 26.27
84 x 21.0	1	\$ 1,146.92	\$ 13,763	\$ 1,176.74	\$ 14,121	\$ 29.82
	305		<u>\$ 1,300,428</u>		<u>\$ 1,334,239</u>	

Port of Edmonds
2016 Covered Moorage Rates

Slip Size	2015 # of Slips	2015 Rate	2015 Estimated Income	2016 Rate 2.60%	2016 Annual Income	Difference Per Month From 2015
26 x 12.5	22	298.91	\$ 78,912	\$ 306.68	\$ 80,964	\$ 7.77
28 x 9.0	22	246.72	\$ 65,134	\$ 253.13	\$ 66,828	\$ 6.41
28 x 12.5	68	316.75	\$ 258,468	\$ 324.99	\$ 265,188	\$ 8.24
28 x 13.0	12	326.76	\$ 47,053	\$ 335.26	\$ 48,277	\$ 8.50
30 x 12.5	22	367.51	\$ 97,023	\$ 377.07	\$ 99,545	\$ 9.56
30 x 13.0	12	379.06	\$ 54,585	\$ 388.92	\$ 56,004	\$ 9.86
30 x 13.5	16	390.56	\$ 74,988	\$ 400.71	\$ 76,937	\$ 10.15
30 x 14.0	18	402.08	\$ 86,849	\$ 412.53	\$ 89,107	\$ 10.45
32 x 13.5	52	415.23	\$ 259,104	\$ 426.03	\$ 265,840	\$ 10.80
32 x 15.0	16	452.37	\$ 86,855	\$ 464.13	\$ 89,113	\$ 11.76
34 x 15.0	16	528.59	\$ 101,489	\$ 542.33	\$ 104,128	\$ 13.74
36 x 14.0	18	523.52	\$ 113,080	\$ 537.13	\$ 116,020	\$ 13.61
36 x 15.5	16	569.15	\$ 109,277	\$ 583.95	\$ 112,118	\$ 14.80
40 x 15.5	16	644.58	\$ 123,759	\$ 661.34	\$ 126,977	\$ 16.76
40 x 16.0	12	662.13	\$ 95,347	\$ 679.35	\$ 97,826	\$ 17.22
44 x 16.0	12	718.22	\$ 103,424	\$ 736.89	\$ 106,113	\$ 18.67
48 x 18.5	10	895.21	\$ 107,425	\$ 918.49	\$ 110,218	\$ 23.28
	360		<u>\$ 1,862,772</u>		<u>\$ 1,911,204</u>	

Port of Edmonds
2016 Dry Storage Seasonal Rates

Space Size	2015 # of Spaces	Average 2015 Rate	2015 Estimated Income	2016 Rate 2.60%	2016 Annual Income	Peak Season	Off Season	Annual Income	Average Difference Per Month
Up to 21'11"	71	\$ 199.10	\$ 169,633	\$ 204.28	\$ 174,044	\$ 232.88	\$ 175.68	\$ 174,044	\$ 5.18
22' - 27'11"	104	\$ 261.21	\$ 325,990	\$ 268.00	\$ 334,466	\$ 305.52	\$ 230.48	\$ 334,466	\$ 6.79
28' - 32'	57	\$ 303.39	\$ 207,519	\$ 311.28	\$ 212,914	\$ 354.86	\$ 267.70	\$ 212,914	\$ 7.89
	<u>232</u>		<u>\$ 703,142</u>		<u>\$ 721,424</u>			<u>\$ 721,424</u>	

The peak season is defined as the months of April, May, June, July, August, and September.
The off season is defined as the months of January, February, March, October, November, and December.
Difference is approximately 25%.

Port of Edmonds
Moorage Rate Survey
As of September 2015

OPEN MOORAGE

	<u>Elliott Bay</u>	<u>Everett</u>	<u>Everett North</u>	<u>La Conner</u>	<u>Shilshole</u>	<u>2016 Edmonds</u>
28'	N/A	\$176.96	N/A	N/A	N/A	\$208.13-\$252.09
30'	N/A	N/A	N/A	\$186.90	\$308.14	\$269.35-\$316.16
32'	\$383.04	\$235.84	N/A	N/A	N/A	\$286.13-\$331.54
36'	\$442.44	\$285.48	N/A	N/A	\$401.99	\$337.28-\$389.31
40'	\$513.20	\$338.80	\$389.60	\$284.00	\$457.28	\$440.90-\$452.88
50'	N/A	\$519.00	\$533.50-\$586.50	\$409.50	\$629.65	\$537.36-\$723.66
Increase	7.00%	1.1%-3.7%	1.0%-1.5%	3.00%	4.50%	2.60%

COVERED MOORAGE

	<u>Everett</u>	<u>La Conner</u>	<u>2016 Edmonds</u>
28'	\$252.28	N/A	\$253.13-\$335.26
30'	\$270.30	\$245.10	\$377.07-\$412.53
32'	\$325.12	N/A	\$426.03-\$464.13
36'	\$422.64	N/A	\$537.13-\$583.95
40'	\$500.00	\$491.60	\$661.34-\$679.35
50'	\$663.50	\$699.00	N/A
Increase	1.0%-2.3%	1.0%-3.0%	2.60%

Port of Edmonds
Boatyard and Travelift Fees

		2011	2012	2013	2014	2015	2016	Comments
Travelift**								
Roundtrip (with or without pressure wash)								
	Minimum up to 24'11"	\$215.00	\$215.00	\$215.00	\$212.50	\$212.50	\$212.50	
	Each additional foot	\$8.00	\$8.00	\$8.00	N/A	N/A	N/A	New rate structure in 2014
	Boats - 25' - 34'11"				\$8.75	\$8.75	\$8.75	Per foot
	Boats - 35' - 44'11"				\$9.00	\$9.00	\$9.00	Per foot
	Boats - 45' and Up				\$9.25	\$9.25	\$9.25	Per foot
Reblock/One-way								
	Minimum up to 24'11" feet	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00	
	Each additional foot	\$3.50	\$3.50	\$3.75	N/A	N/A	N/A	New rate structure in 2014
	Boats - 25' and Up				\$3.75	\$3.75	\$3.75	Per foot
Sling time with pressure wash (one hour)								
	Minimum up to 24'11" feet	\$154.00	\$154.00	\$154.00	\$154.00	\$154.00	\$154.00	
	Each additional foot	\$6.00	\$6.00	\$6.50	N/A	N/A	N/A	New rate structure in 2014
	Boats - 25' and Up				\$6.25	\$6.25	\$6.25	Per foot
Sling time without pressure wash (one hour)								
	Minimum up to 24'11" feet	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00	
	Each additional foot	\$3.50	\$3.50	\$3.75	N/A	N/A	N/A	New rate structure in 2014
	Boats - 25' and Up				\$3.75	\$3.75	\$3.75	Per foot
After hours charge	Per hour	\$90.00	\$90.00	\$115.00	\$115.00	\$115.00	\$125.00	
Additional time over one hour - charged per minute		\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$3.00	
Mast pull								
	30' masts or less - 200 lbs. or less							
	Travelift rate	\$54.00	\$54.00	\$54.00	\$54.00	\$54.00	\$54.00	
	Staff time - 30 minutes per person	\$52.00	\$52.00	\$52.00	\$52.00	\$52.00	\$52.00	
	Additional time over 30 min - per min	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00	
Hydraulic jacks								
	Tenants	N/A	N/A	\$25.00	\$25.00	\$25.00	\$25.00	
	Non-tenants, boats under 40'	N/A	N/A	\$40.00	\$40.00	\$40.00	\$40.00	
	Non-tenants, boats 40' and over	N/A	N/A	\$83.00	\$83.00	\$83.00	\$83.00	
Boatyard***								
Daily	Per foot	\$0.90	\$1.00	\$1.00	\$1.10	N/A	N/A	
	Summer Rates (May through October)					\$1.30	\$1.30	New rate structure in 2015
	Winter Rates (November through April)					\$1.15	\$1.15	
	Last day	no charge	no charge	no charge	no charge	no charge	no charge	
Mast Storage	Per day	N/A	N/A	N/A	N/A	\$15.00	\$15.00	
Electricity	Daily	N/A	N/A	\$4.00	\$4.00	N/A	N/A	Included in daily rates.
Monthly Environmental Fee		\$50.00	\$50.00	\$50.00	N/A	N/A	N/A	New rate structure in 2014
	Up to 35'11"				\$40.00	\$40.00	\$40.00	
	36" to 45'11"				\$50.00	\$50.00	\$50.00	
	46" and Up				\$60.00	\$60.00	\$60.00	
Labor Fee**	30 minutes per person	\$43.00	\$43.00	\$43.00	\$43.00	\$47.50	\$49.00	To reflect increase in employee costs.
Violation Fee	Per incident	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	

Boatyard Tarp Fees**

Ground Tarp	All lengths	cost + 10%	cost + 10%	cost + 10%	cost + 10%	cost + 10%	cost + 10%
Cocoon Tarp	All lengths	cost + 10%	cost + 10%	cost + 10%	cost + 10%	cost + 10%	cost + 10%

Tarp fees will be adjusted, as necessary, to reflect the cost of materials.

**Applicable sales tax will be added at time of sale.

***State leasehold tax will be charged on any vessel layover of 30 days or longer. Leasehold tax will be backdated to the first day.

Port of Edmonds
Guest Moorage, Loan-a-Slip, Launcher and Parking Fees

		<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Comments</u>
Guest Moorage***								
Open	Daily per foot	\$1.00	\$1.00	\$1.10	N/A	N/A		N/A New rate structure in 2014
	Summer Rates (May through October)				\$1.25	\$1.30		\$1.35 Recover electrical improvements.
	Winter Rates (November through April)				\$1.10	\$1.15		\$1.20
Electricity	Daily	\$3.75	\$3.75	\$4.00	\$4.00	\$4.00	\$4.00	
Reservation Fee	Per night	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	
WiFi	1 day/2 day/7 day	N/A	\$5.00	\$4/\$7/\$9	N/A	N/A		N/A Included in guest moorage rates
Open	Monthly per foot - November through April	\$20.00	\$20.00	\$20.00	\$22.00	\$23.00	\$23.00	
Loan-a-Slip***								
Open	Daily per foot	\$1.25	\$1.25	\$1.35	\$1.35	\$1.35		\$1.40
Covered	Daily per foot	\$1.40	\$1.40	\$1.50	\$1.50	\$1.50		\$1.55
Electricity	Daily	\$3.75	\$3.75	\$4.00	\$4.00	\$4.00		\$4.00
Public Launch**								
Roller Trailer	Round Trip	\$24.00	\$24.00	\$24.00	\$25.57	\$27.39	\$27.39	\$30 with sales tax.
	One Way	\$17.00	\$17.00	\$17.00	\$18.26	\$19.17	\$19.17	\$21 with sales tax.
Bunk Trailer	Round Trip	\$34.00	\$34.00	\$35.00	\$36.53	\$38.35	\$38.35	\$42 with sales tax.
	One Way	\$22.00	\$22.00	\$25.00	\$27.40	\$28.31	\$28.31	\$31 with sales tax.
Equipment Haul	Engine, generator, etc. (30 min max)	N/A	N/A	N/A	N/A	\$100.00	\$100.00	
Parking**								
	Vehicle/Trailer Combination (per calendar day)	\$5.48	\$5.48	\$5.48	\$5.48	\$5.48	\$5.48	
	RV Parking	\$31.00	\$31.00	\$35.00	\$35.00	\$35.00	\$35.00	

Boat on Trailer - vehicle/trailer fee + equivalent guest moorage fee for size of boat.

**Applicable sales tax will be added at time of sale.

***State leasehold tax will be charged on any vessel layover of 30 days or longer. Leasehold tax will be backdated to the first day.

Port of Edmonds
Other Services

		<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Comments</u>
Forklift and Engine Haul**								
Engine Haul/Equipment Move	30 minutes per person	\$53.00	N/A	N/A	N/A	N/A	N/A	N/A New rate structure in 2015.
	1 hour per person		\$150.00	\$150.00	\$150.00	N/A	N/A	N/A New rate structure in 2015.
	Each additional minute	\$2.00	\$2.00	\$2.00	\$2.00	N/A	N/A	N/A New rate structure in 2015.
	Per engine/per move (30 min max)					\$107.00	\$107.00	N/A New rate structure in 2015.
	15 min increments over 30 min					\$47.50	\$49.00	To reflect increase in employee costs.
Forklift - each way	Minimum up to 24'11" feet	\$87.00	\$87.00	\$90.00	\$90.00	\$90.00	\$90.00	
	Each additional foot	\$3.50	\$3.50	\$3.75	N/A	N/A	N/A	N/A New rate structure in 2014.
	Boats - 25' and Up				\$3.75	\$3.75	\$3.75	Per foot
Caterpillar Forklift	30 minutes per person	N/A	N/A	\$46.00	\$46.00	\$47.50	\$49.00	Minimum charge \$49. To reflect increase in employee costs.
Workboat**								
Workboat Tow (one-way in harbor only)		\$95.00	\$95.00	\$95.00	\$95.00	\$98.00	\$101.00	To reflect increase in employee costs.
Dewatering Pumpout**								
Pumpout	30 minutes per person	\$46.00	\$46.00	\$46.00	\$46.00	\$47.50	\$49.00	
	Each additional minute	\$1.50	\$1.50	\$2.00	\$2.00	\$2.00	\$2.00	
Monthly Boat Storage***								
Storage for Impounded Boats	30 feet and under							Equal to 30' open moorage rate
	Over 30 feet to 44 feet							Equal to 44' open moorage rate
	Over 44 feet							Equal to 54' open moorage rate

Monthly boat storage fees apply to boats impounded by the Port of Edmonds and removed from their assigned space.

**Applicable sales tax will be added at time of sale.

***State leasehold tax will be charged on any vessel layover of 30 days or longer. Leasehold tax will be backdated to the first day.

Port of Edmonds
Other Moorage Fees

	2011	2012	2013	2014	2015	2016	Comments
Other Monthly Fees							
Base Electrical Fee	\$ 5.00	\$ 5.00	\$ 5.00	\$5.00	\$5.00	\$5.00	Effective 1997-2001, 2010-present
Tenant Environmental Fee	\$10.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	
Livaboard Fee***	\$65.87	\$68.50	\$72.10	\$73.83	\$76.04	\$76.04	\$78.02 Increase by CPI + 1%.
Trailer Storage***	\$51.73	\$53.80	\$56.62	\$57.98	\$59.72	\$59.72	\$61.27 Increase by CPI + 1%.
WiFi	N/A	\$15.00	\$15.00	N/A	N/A	N/A	Complimentary
Temporary Moorage Fee	N/A	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00 Per month
Commuter Parking**	N/A	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00 Per month
RV Parking	N/A	N/A	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00 Per month
Commercial Vessel Fees							
Passenger Fee					\$1.00	\$1.00	Per passenger
Load/unload Fee					Daily guest moorage rate per docking		Tenants or non-tenants in guest moorage areas.
Fish Buyers							\$0.15/lb Based on total product purchased.
Dinghy Storage***							
Tenant - 1 vessel	\$29.08	\$30.24	\$31.83	\$32.59	\$33.57	\$33.57	\$34.45 Increase by CPI + 1%.
Tenant - 2 vessels, if width allows	\$40.72	\$42.35	\$44.57	\$45.64	\$47.01	\$47.01	\$48.23 Increase by CPI + 1%.
Non-tenant - 1 vessel	\$40.72	\$42.35	\$44.57	\$45.64	\$47.01	\$47.01	\$48.23 Increase by CPI + 1%.
Non-tenant - 2 vessels, if width allows	\$58.14	\$60.47	\$63.64	\$65.17	\$67.12	\$67.12	\$68.87 Increase by CPI + 1%.
Sublease Fees							
Sublease Fee	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00 Per month
Sublease Key Deposit**	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$40.00	\$50.00 Refunded when key is returned.
Wait List Deposits and Fees							
Water Moorage Wait List Deposit	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	Applied to security deposit.
Dry Storage Wait List Deposit	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$200.00 Applied to security deposit. Minimum deposit is now over \$200.
Wait List Fee - 1 list, tenants only	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	
Wait List Renewal Fee	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	
Parking Permits**							
1st Permit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2nd Permit	\$5.05	\$5.05	\$5.05	\$5.05	\$5.05	\$5.05	\$5.50 with tax
3rd Permit	\$25.02	\$25.02	\$25.02	\$25.02	\$25.02	\$25.02	\$25.02 \$27.25 with tax
Unreturned Parking Permit	\$10.10	\$10.10	\$10.10	\$10.10	\$10.10	\$10.10	\$11 with tax
Dry Storage Fees***							
Docking Fee - 1st Night	no charge	no charge	no charge	no charge	no charge	no charge	Per foot.
Docking Fee - 2nd Night							Per foot.
							equal to guest moorage fees
Violation Fees							equal to guest moorage fees + unauthorized moorage fees
Forklift to vendor's modified trailer							
1 Way	N/A	N/A	N/A	N/A	\$19.17	\$19.17	
Round Trip	N/A	N/A	N/A	N/A	\$27.39	\$27.39	
Penalties							
NSF Check Fee	Per check	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	Maximum allowed by law.
Chain Up Fee	Wet moorage	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
No Move Fee	Dry storage	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00
Impound Fee		\$10.00	\$10.00	\$10.00	\$10.00	\$25.00	\$25.00
Late Fee	Greater of 12% annually or \$50.	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$50.00 \$10 is not a sufficient incentive to pay timely.
Unreturned Key**	Temporary use	\$20.00	\$20.00	\$20.00	\$20.00	\$40.00	\$50.00 Refunded when key is returned.
Unauthorized Moorage Fee		\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00

**Applicable sales tax will be added at time of sale.

***Applicable state leasehold tax will be added.

Port of Edmonds
Products

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>Comments</u>
Fuel and Oil Products**							
Fuel markup per gallon	\$0.57	\$0.57	\$0.61	\$0.65	\$0.69		\$0.70 Intent is to breakeven without overhead.
Oil products markup	50.00%	50.00%	50.00%	50.00%	50.00%	50.00%	
Coffee**							
Per cup	\$0.46	\$0.46	\$0.46	\$0.92	\$0.92	\$0.92	With tax = \$1.00. Or free with purchase.
Other Products**							
All products such as dock cleats, locking rings, etc.	cost + 10%	cost + 10%	cost + 10%	cost + 10%	cost + 10%	cost + 10%	
30 amp adaptor deposit	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	\$60.00	Deposit
50 amp 125 volt splitter deposit	\$250.00	\$250.00	\$250.00	\$250.00	\$370.00	\$370.00	Deposit
Master key deposit - complying vendors only	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	\$100.00	Deposit
Installation fee - per 15 minute increments	\$21.50	\$21.50	\$21.50	\$21.50	\$23.75		\$24.50 Labor to install dock amenities. To match other fees.

Other products fees will be adjusted, as necessary, to reflect the cost of materials.
Other products may be added, as necessary, with the same price structure.

**Applicable sales tax will be added at time of sale.

***Applicable state leasehold tax will be added.

PORT OF EDMONDS
2016 Pay Scale at 1.6% Increase

FULL TIME STAFF			
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<u>Grade Level</u>	<u># of Staff</u>	<u>Entry Level</u>	<u>Maximum</u>
4	0	\$ 16.36	\$ 20.11
5	2	\$ 17.33	\$ 21.31
6	1	\$ 18.41	\$ 22.64
7	2	\$ 19.52	\$ 24.01
8	3	\$ 20.71	\$ 25.45
9	5	\$ 21.97	\$ 27.02
10	2	\$ 23.28	\$ 28.66
11	3	\$ 24.71	\$ 30.41
12	0	\$ 26.23	\$ 32.24
13	2	\$ 27.83	\$ 34.22
14	1	\$ 29.51	\$ 36.30
15	0	\$ 31.31	\$ 38.51

SEASONAL STAFF			
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<u>Grade Level</u>	<u># of Staff</u>	<u>Entry Level</u>	<u>Maximum</u>
1	0	\$ 12.14	\$ 13.67
2	9	\$ 12.89	\$ 14.51
3	0	\$ 13.62	\$ 15.40

Port of Edmonds
Economic Development Summary
For the Years of 2011 through 2016

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>Projected 2015</u>	<u>Proposed 2016</u>
Economic Development						
Snohomish County EASC	\$ 3,000	\$ 3,000	\$ 3,000	\$ 5,000	\$ 5,000	\$ 5,000
Destination Port of Edmonds	\$ 11,983	\$ 1,423	\$ 4,813	\$ 6,205	\$ 9,500	\$ 5,000
Less Paid Ads			\$ (1,300)		\$ (1,138)	\$ (1,138)
Sea Jazz		\$ 1,273	\$ 1,986	\$ 3,851	\$ 2,236	\$ 3,000
Artists in Action			\$ 1,000	\$ 1,447	\$ 1,500	\$ 1,500
Bird Fest			\$ 500	\$ 500	\$ 500	\$ 500
Other Economic Development Opportunities		\$ 821				\$ 5,000
Total Economic Development	<u>\$ 14,983</u>	<u>\$ 6,517</u>	<u>\$ 9,999</u>	<u>\$ 17,002</u>	<u>\$ 17,598</u>	<u>\$ 18,862</u>
Advertising	<u>\$ 324</u>	<u>\$ 1,619</u>	<u>\$ 3,394</u>	<u>\$ 3,243</u>	<u>\$ 8,200</u>	<u>\$ 7,500</u>
Marketing						
Boat Show	\$ 3,124	\$ 6,446	\$ 3,097	\$ 3,796	\$ 5,084	\$ 6,500
National Marina Day			\$ 2,914	\$ 3,472		
Less Contributions			\$ (2,400)	\$ (2,300)		
Other	\$ 570		\$ 209		\$ 217	
Total Marketing	<u>\$ 3,694</u>	<u>\$ 6,446</u>	<u>\$ 3,820</u>	<u>\$ 4,968</u>	<u>\$ 5,301</u>	<u>\$ 6,500</u>
Membership Dues						
Washington Tourism Alliance	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 500
Promotional Hosting	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 895</u>	<u>\$ 2,500</u>
Total Economic Development	<u>\$ 19,001</u>	<u>\$ 14,582</u>	<u>\$ 17,213</u>	<u>\$ 25,713</u>	<u>\$ 32,494</u>	<u>\$ 35,862</u>

Notes:

1. None of these items include staff time, which are recorded as salaries and wage expense.
2. Give-aways are not included in the boat show budget.
3. The Port of Edmonds' major economic development program is the operation of Harbor Square.
4. DPOE is a two-year program - 2015-2016. Costs should be less in the 2nd year as some guests already have their bag and booklet.
5. Promotional hosting expenses shall not exceed 1% of the first \$2.5 million of operating revenues, 0.5% of the next \$2.5 million, and .25% over \$5 million. Based on the 2015 budget, the Port would be limited to \$44,010. As per RCW 53.36.120, must be approved by the Port Commission at the annual public hearings on the Port District budget. Port Resolution # 95-2 details promotional hosting rules.