



2018 Budget Narrative

EXECUTIVE SUMMARY - Essentially a flat budget. The Port of Kingston's proposed 2018 Budget of \$1,711,356 represents an overall income decrease of one percent and an overall increase in expenses of .5 percent.

INCOME - Overall income is expected to decrease from \$1,502,724 to \$1,484,632; or \$18,092.

Income is projected to decrease from 2017 due mainly to the fact the Hill House property has failed to generate projections and the fuel sales margin will be less than anticipated.

This budget does not include a permanent moorage increase. Historically, the Port has increased permanent moorage rates by the cost per living index. Rates should be reviewed in the first quarter to see if one is warranted. Any increase voted on by the Commission could be implemented in April, just before the season begins, as several marinas do.

The budget reflects a flat transient moorage season with a modest uptick in the seasonal monthly guest moorage.

Development of the Washington Blvd. Park site will have the potential for revenue loss at the end of Diamond Parking's lease on that property. As the passenger ferry comes on line in 2018, a parking discussion will need to take place as to whether we continue with monthly parking or only offer daily parking at an increased rate.

EXPENSES - Expenses are expected to increase from \$1,415,817 to \$1,423,192; a \$7,375 increase.

This is largely due to a cost of living increase, the creation of a merit raise reserve for Port employees and commissioner compensation more in line with what other ports are paying. Medical and business insurance also continue to rise. Our credit card service fees will rise as well, as we encourage our tenants and guests to pay by credit card.

CAPITAL PROJECTS - The Port's financial position continues to be strong, with operations generating enough income to pay for all expenses. This leaves non-operating income — \$226,000 from taxes, interest and service charges — to be used for capital projects and debt service.

The Port is looking to invest another \$1,370,000.00 in capital projects in 2018, with \$1,225,000 funded through other government entities.

2018 capital projects include the development of Washington Park (funded with a grant provided by the State of Washington Recreation & Conservation Office), marina entrance gates, bathroom and laundry improvements and passenger ferry terminal upgrades.

	2018 Proposed	2017 Budget
OPERATING EXPENSES		
Accounting	\$25,850	\$25,750
Advertising & Promotion	\$24,000	\$24,000
Audit	-	\$18,000
B&O/Excise/SSWM (less 50%) ferry property	\$15,105	\$11,525
Commissioner Medical	\$15,000	\$4,244
Commissioner Salary	\$9,144	\$7,200
Commissioner Travel/Training & Education	\$8,100	\$8,100
Commissioners Compensation	\$21,888	\$5,400
Computer Supplies/Expenses	\$10,220	\$15,025
Consulting	\$10,000	\$35,000
Credit Card Fees	\$18,440	\$26,010
Dues & Subscriptions	\$6,640	\$10,106
Electricity	\$42,870	\$40,240
Employee Medical	\$162,120	\$172,985
Environmental Inspections	\$1,275	\$1,275
Equipment Rental	\$5,050	\$3,880
In-Kind Advertising (KCS)	\$2,250	\$2,250
Insurance	\$66,000	\$63,250
Landscaping	\$10,000	\$8,805
Legal	\$85,000	\$100,000
Miscellaneous	\$2,300	\$1,500
Office Supplies	\$10,100	\$12,000
Operating Supplies	\$19,080	\$19,080
Parking Expenses	\$14,250	\$11,520
Payroll Taxes	\$79,615	\$74,340
Pension Expense	\$63,156	\$53,484
Repair & Maintenance	\$60,000	\$60,000
Salaries & Wages	\$555,261	\$519,160
Soundrunner Expenses (Insurance)	\$8,700	\$12,000
Storage Rent	\$1,348	\$1,235
Telephone/Internet	\$8,400	\$7,825
Training/Education	\$10,000	\$10,000
Travel	\$6,000	\$6,000
Water, Sewer, Garbage	\$46,030	\$44,628
Total Operating Expense	\$1,423,192	\$1,415,817
NON-OPERATING REV/EXP		
Interest Income	\$19,500	\$15,601
Property Tax Receipts	\$200,000	\$194,868
Service Charges	\$7,224	\$7,224
Total Non-Operating Rev	\$226,724	\$217,692

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Port of Kingston

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DRAFT 2018 Rate Schedule

Rates Effective January 1st, 2018

Transient Moorage	
Nightly Moorage <i>Nightly Moorage Rate is based on vessel length overall or slip minimum, whichever is greater</i>	
Guest Slips 1-4 (20')	\$1.10 ft/night
Guest Slip 7 (45')	\$1.10 ft/night, \$49.50 slip minimum
Guest Slips 8-10 (50')	\$1.10 ft/night, \$49.50 slip minimum
Guest Slips 11-20 (40')	\$1.10 ft/night, \$38.50 slip minimum
Guest Slips 21-45 (30')	\$1.10 ft/night, \$27.50 slip minimum
Linear Guest Dock Slips 46-49 (Max 84')	\$1.10 ft/night
Multi-Hull Vessels (Over 18' Wide)	\$2.20 ft/night, slip minimums apply
Temporary Tie Up (Up to 4 Hours)	\$5.00 Vessels up to 25'/\$10.00 over 25'
Dinghy/Skiff Tie Up (Maximum LOA 12')	\$5.00 per day
Reservations <i>Non-refundable/non-applicable Reservation Fee payable upon booking</i>	
Guest Moorage Reservation Fee	\$7.00 per slip
Yacht Clubs/Group Reservation Fee	\$7.00 per slip
Guest Monthly Moorage	
Seasonal Guest Monthly <i>Monthly Moorage Rate is based on vessel length overall or slip minimum, whichever is greater</i>	
October 1 st through June 30 th	\$6.25 ft/month, slip minimums apply*
Limited Access Guest Monthly <i>Monthly Moorage Rate is based on vessel length overall</i>	
Maximum LOA 18'	\$4.67 ft/month*
Non-Metered Electric	
Non-Metered Electric Flat Rates <i>Only Applies to Seasonal Monthly Moorage Guests October 1st - June 30th</i>	
Vessels 20' - 29' Overall	\$25.00 per month
Vessels 30' - 40' Overall	\$ 30.00 per month
Vessels 41' - 50' Overall	\$35.00 per month
Vessels Over 50' Overall	\$40.00 per month
Liveaboards	\$100.00 per month
Sublease of Tenant Slip*	
Permanent Moorage	
A Dock <i>Permanent Moorage Rate is based on vessel length overall or slip minimum, whichever is greater</i>	
Open Moorage (24' Slip)	\$5.67 ft/month, \$136.08/month minimum*
B Dock <i>Permanent Moorage Rate is based on vessel length overall or slip minimum, whichever is greater</i>	
Open Moorage (28' Slip)	\$5.67 ft/month, \$158.76/month minimum*
C Dock <i>Permanent Moorage Rate is based on vessel length overall or slip minimum, whichever is greater</i>	
Open Moorage (32' Slip)	\$5.67 ft/month, \$181.44/month minimum*
Covered Moorage (32' Slip)	\$9.26 ft/month, \$296.32/month minimum*

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Permanent Moorage (continued)	
D Dock <i>Permanent Moorage Rate is based on vessel length overall or slip minimum, whichever is greater</i>	
Open Moorage (36' Slip)	\$5.67 ft/month, \$204.12/month minimum*
Covered Moorage (36' Slip)	\$9.26 ft/month, \$333.36/month minimum*
E Dock <i>Permanent Moorage Rate is based on vessel length overall or slip minimum, whichever is greater</i>	
Open Moorage (40' Slip)	\$5.67 ft/month, \$226.80/month minimum*
Open Moorage (45' Slip)	\$5.67 ft/month, \$255.15/month minimum*
Open Moorage (50' Slip)	\$5.67 ft/month, \$283.50/month minimum*
Open Moorage (56' Slip)	\$5.67 ft/month, \$317.52/month minimum*
Open Moorage (60' Slip)	\$5.67 ft/month, \$340.20/month minimum*
Covered Moorage (40' Slip)	\$9.26 ft/month, \$370.40/month minimum*
Covered Moorage (50' Slip)	\$9.26 ft/month, \$463.00/month minimum*
Liveaboards	
Liveaboard Fee	\$50.00 per month*
Liveaboard Background Check/Screening Fee	\$25.00 per screening
Metered Electric	
KWH's Used	\$.097 per KWH
Small Boat Facilities	
Covered Kayak Rack/Small Boat Storage	\$26.25 per month*
Gate Key Cards	
Tenant Gate Key Cards <i>Tenants are provided with a total of two (2) Gate Key Cards per slip with a refundable deposit</i>	
Gate Key Card Deposit (Limit 2 per Slip)	\$10.00 per card
Replacement Gate Key Card	\$10.00 per card
Additional (3 rd) Gate Key Card Fee Annual Fee	\$36.00 per year
Parking Facilities and Permits	
Hourly Parking - Passenger Vehicles <i>**Hourly Parking Rates include all applicable taxes</i>	
0-12 Hours	\$5.00**
12-24 Hours	\$10.00**
24-36 Hours	\$15.00**
36-48 Hours	\$20.00**
48+ Hours (Maximum of 14 Days)	\$5.00 each additional 12-Hour increment**
Hourly Parking - Truck & Trailer <i>**Hourly Truck & Trailer Parking Rates include all applicable taxes</i>	
0-12 Hours	\$7.00**
12-24 Hours	\$14.00**
24-36 Hours	\$21.00**
36-48 Hours	\$28.00**
48+ Hours (Maximum of 14 Days)	\$7.00 ea. additional 12-Hour increment**
Moorage Tenant Parking Permits <i>One (1) Parking Permit is included with lease of permanent slip</i>	
Tenant Parking Permit Deposit	\$20.00 per permit
Additional Parking Permit (Limit 2 per Slip)	\$20.00
Replacement Tenant Parking Permit	\$20.00
Annual Truck & Trailer Parking Permit	
Annual Truck & Trailer Parking Permit	\$78.75 per year*

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