




PORT OF BREMERTON
Kitsap County, Washington


OPERATING FUNDS		2016 Final Budget	
INCOME			
General Fund Taxes			3,239,696
Facility Revenue (See Attachment A)			3,585,682
Tax Levy - 2009 Bond Payment (Non Operating)			322,800
Interest on Investments:			
Industrial Development Fund	2,440		
Airport Fund	800		
	3,500		
Other Operating Funds	275		
Other Non-operating Funds	13,500		
Subtotal			20,515
Misc. Receipts (Sales Tax, Forestry, etc.)			
Timber Revenue - Wedge and Airport Side			-
Non-Operating Income			
Subtotal General Income			7,168,693
INCOME FROM PROJECT GRANTS OR BONDS (Note 1)			
AIRPORT FUND			
FAA - AIP 29 Wildlife Hazard Assessment			8,100
Airport-Industrial Way (Cross Skia) - Carryover from 2015 Budget			40,000
Equipment/Vehicle Capital Fund			138,000
Airport Terminal - Carryover from 2015 Budget			
Terminal Roof	52,451		
Terminal HVAC	138,230		
Back Up Generator - Admin Portion of Terminal	25,972		216,653
Airport Diner Roof - Carryover from 2015 Budget			73,602
AOPA Fly-in 2016 Carryover from 2015 Budget			30,000
INDUSTRIAL PARK FUND			
Facility Improvements - Carryover from 2015 Budget			
OVIP 4 - Roof	43,637		
OVIP 8 - 3-Phase Electrical	40,000		83,637
MARINAS			
Port Orchard Marina Maintenance Reserve Funds			
Resurface & Upgrades to Breakwater	147,200		
Resurface & Upgrades A-Dock/Misc Interior	20,000		167,200


				
			2016 Final Budget	
AIRPORT EXPENDITURES				
<i>Airport Administration</i>			457,117	
Salaries and Wages	236,080			
Payroll Expenses	110,006			
Other Employee Expense	1,266			
Training	6,000			
Travel	1,100			
Office Operating Expense	8,200			
Dues and Fees	2,254			
Publications	183			
Insurance	92,029			
<i>Administrative Professional Services</i>			190,641	
Legal Expense	5,000			
Marketing	21,650			
Port Marketing Program	16,250			
Advertising	3,645			
Community Activities	17,374			
Regional Fly In	50,000			
Economic Development (Real Estate Marketing Strategy - Heartland)	50,000			
Engineering	-			
Land Appraisals	-			
Computer Equip, Licenses, Maint	18,020			
IT Services	630			
Miscellaneous Outside Services	8,072			
<i>Facility Operation & Maintenance</i>				
<i>Structures & Grounds Maintenance</i>			84,784	
Lease and Rent Costs	-			
Facility Replacement/Maintenance	31,320			
Facility Property Protection	6,515			
Security	-			
Fire District 7 Assessment	12,699			
Land Maintenance	18,600			
Environmental Compliance	15,150			
Miscellaneous	500			
<i>Operating System Maintenance</i>			150,856	
Emergency Readiness	400			
Equipment Maintenance/Rental	8,090			
Fuel Supply (all uses)	10,200			
Janitorial Supplies & Services	4,188			
Sanitation, Garbage Service				
Navaid/Communications Maintenance	30,940			
Small Tools Acquisition	4,566			
Utilities & Services	43,675			
Vehicle Maintenance	7,220			
Stormwater Fees	41,577			
Sales, B&O & Other Taxes			500	
General & Administrative Allocation			169,427	
Transfer to Reserve for Future Equipment Replacement Fund (2015/2016)				
Transfer to Reserve for Future OVIP Sewer Line Replacement				
TOTAL AIRPORT			1,053,326	





2016 Final Budget


		2016 Final Budget	
AIRPORT--INDUSTRIAL DEVELOPMENT EXPENDITURES			
Industrial Park Administration			323,047
Salaries and Wages	190,188		
Payroll Expenses	86,263		
Other Employee Expense	920		
Training	5,000		
Travel	1,100		
Office Operating Expense	6,300		
Dues and Fees	498		
Insurance	32,779		
Administrative Professional Services			73,974
Legal Expense	7,000		
Port Marketing Program	8,125		
Marketing	5,125		
Advertising	2,000		
Economic Development KEDA	15,000		
Community Activities	12,899		
Land Appraisals	-		
Engineering	-		
Studies / Gorst	10,000		
Miscellaneous Outside Services	6,500		
Computer Equip, Licenses, Maint	6,545		
IT Services	630		
Incidental Business Meetings	150		
Facility Operation & Maintenance			5,650
Lease & Rent Costs	5,650		
Structures & Grounds Maintenance			90,185
Structures Maintenance	13,200		
Facility Property Protection	8,025		
Security	2,000		
Fire District 7 Assessment	8,460		
Land Maintenance	26,850		
Noxious Weed Removal	15,000		
Environmental Compliance	15,150		
Miscellaneous	1,500		
Operating System Maintenance			92,312
Equipment Maintenance/Rental	9,950		
Fuel Supply (all uses)	12,240		
Sanitation, Garbage Services	3,500		
Small Tools Acquisition	4,066		
Utilities & Services	24,520		
Vehicle Maintenance	5,340		
Stormwater Fees	32,696		
Sales, B&O & Other Taxes			500
General & Administrative Allocation			161,485
TOTAL AIRPORT--INDUSTRIAL DEVELOPMENT			747,154
TOTAL AIRPORT FUND (AIRPORT AND AIRPORT-IND DEV)			1,800,480


		2016 Final Budget	
OLYMPIC VIEW BUSINESS PARK EXPENDITURES			
<i>Facility Operation & Maintenance</i>			327,816
Salaries & Wages	6,911		
Payroll Expenses	10,499		
Other Employee Expenses	43		
Lease & Rent Costs - Bldg #1	262,094		
Ground rental lease pass-through			
Building R&M	1,750		
Maintenance & Repair	800		
Maintenance - Grounds (Noxious Weed Removal)	5,000		
Operating Expense	5,000		
Broker's Leasing Commission			
Defense Broker - Consultant			
Utilities & Services	7,900		
Security			
Insurance	4,519		
Property Taxes	23,180		
Phone Lines - Quest Alarm Mountain Alarm			
Legal			
Dues and Fees	120		
Advertising			
G & A Allocation			47,651
TOTAL OLYMPIC VIEW BUSINESS PARK EXPENDITURES			375,467


			
		2016 Final Budget	
HARBOR EXPENDITURES PORT ORCHARD MARINA			
Marina Administration			648,916
Salaries & Wages	375,615		
Payroll Expenses	189,045		
Other Employee Expense	2,329		
Training (inc. travel)	6,000		
Office Operating Expense	14,000		
Dues	1,913		
Subscriptions	1,700		
Insurance	58,316		
Administrative Professional Services			76,155
Legal Expense	4,000		
Marketing	20,913		
Advertising	17,473		
Community Activities	8,500		
Studies			
Incidental Business Meetings	2,000		
Computer Equip, Licenses, Maint	9,145		
IT Services/Annual Fees	4,625		
Miscellaneous Outside Services	9,500		
Facility Operations & Maintenance			138,931
Lease & Rent Costs	20,431		
Structures & Grounds Maintenance	29,500		
Operating Systems Maintenance	15,000		
Other Equipment/System Maintenance	11,000		
Small Tools/Miscellaneous Equipment	3,000		
Parking Expense			
Vehicle Maintenance	4,500		
Utilities & Services	42,000		
Janitorial Supplies, Service	5,500		
Dock Amenities	8,000		
Property Protection			21,356
Security Supplies, Service			
Fire District 7 Assessment	14,856		
Fire Protection Supplies	3,500		
Emergency/Safety Equipment			
Environmental Expense	3,000		
Sales, B & O Tax			6,000
General & Administrative Allocation			180,546
SUBTOTAL - PORT ORCHARD MARINA			1,071,904
Transfer to Marina Maintenance Account for Breakwater Replacement Costs 2030			750,000
Total Port Orchard Marina Including Maintenance Transfer			1,821,904


				
			2016 Final Budget	
HARBOR EXPENDITURES BREMERTON MARINA				
Marina Administration			636,259	
	Salaries & Wages	349,478		
	Payroll Expenses	176,602		
	Other Employee Expense	2,156		
	Training (inc. travel)	6,000		
	Office Operating Expense	14,000		
	Dues	1,833		
	Subscriptions	1,700		
	Insurance	84,492		
Administrative Professional Services			102,112	
	Legal Expense	2,000		
	Marketing	40,113		
	Advertising	17,473		
	Community Activities	11,000		
	Studies / Enhancement Funds			
	Incidental Business Meetings	2,000		
	Continuing Construction Mitigation Costs	8,237		
	Computer Equip, Licenses, Maint	10,795		
	IT Services/Annual Fees	5,495		
	Miscellaneous Outside Services	5,000		
Facility Operations & Maintenance			103,254	
	Lease & Rent Costs	14,688		
	Structures & Grounds Maintenance	19,750		
	Operating Systems Maintenance	7,500		
	Other Equipment/System Maintenance	4,500		
	Small Tools/Miscellaneous Equipment	3,066		
	Vehicle Maintenance	2,000		
	Utilities & Services	40,000		
	Janitorial Supplies, Service	5,000		
	Dock Amenities	6,000		
	Parking Expenses	750		
Property Protection			28,500	
	Security Supplies, Service	5,000		
	Fire Department Fees	15,000		
	Fire Protection Supplies	4,500		
	Emergency/Safety Equipment	1,000		
	Environmental Expense	3,000		
	Sales, B & 0 Tax		4,500	
	General & Administrative Allocation		235,080	
SUBTOTAL - BREMERTON MARINA			1,109,705	
Transfer to Reserves for future marina projects (Kitsap Transit Pmt)			100,000	
Total Bremerton Marina including Reserve Transfer			1,209,705	
HARPER FISHING PIER				
	Salaries & Wages	7,494		
	Payroll Expenses	3,637		
	Other Employee Expense	43		
	Insurance	1,925		
	Utilities	1,450		
	Porta Potty Rentals	2,450		
	Dock Amenities	500		
	Vehicle Expense			
	Operations & Maintenance	3,000		
SUBTOTAL - HARPER FISHING PIER			20,499	


				
			2016 Final Budget	
HARBOR - OTHER FACILITIES				
WATER STREET PARK				
Salaries & Wages		10,498		
Payroll Expenses		5,142		
Other Employee Expense		87		
Insurance		1,941		
Utilities		1,050		
Lease & Rent Cost		1,770		
Fire District 7 Assessment		31		
Structures and Ground Maintenance		2,000		
Vehicle Expense				
Operations & Maintenance		1,100		
SUBTOTAL - WATER STREET PARK				23,619
USS TURNER JOY MOORAGE SYSTEMS				
Insurance		1,112		
Annual Maintenance to Turner Joy		16,563		
Other Maintenance		5,000		
SUBTOTAL - USS TURNER JOY MOORAGE SYSTEMS				22,675
PROPERTY RENTAL/LEASE				
Salaries & Wages				
Payroll Expenses				
Other Employee Expense				
Insurance				
Utilities		500		
Vehicle Expense				
Property Management Fees				
Lease & Rent Cost				
Operations & Maintenance		2,000		
SUBTOTAL - PROPERTY RENTAL/LEASE				2,500
TOTAL HARBOR FUND				3,194,647
SEABECK				
Establish an Assigned Fund for Future Capital Project (Port Cash \$50,000)		50,000		
CHICO				
Establish an Assigned Fund for Future Capital Project (Port Cash \$50,000)		50,000		
SUBTOTAL - Future Assigned Funds				100,000


				
		2016 Final Budget		
GENERAL & ADMINISTRATIVE				
Salaries & Wages				561,109
Payroll Expenses				149,866
Other Employee Expense				4,982
Training / Professional Development				11,400
Marketing				8,125
Advertising/ Promo				3,600
Community Activities				12,025
Office Operating Expense				40,000
Computer Equip, Annual Maint, Licenses, Software (under Capital threshold				14,645
IT Services				9,055
Audio/Visual Operating Costs				9,000
Arc Mail / Constant Contact / Wireless WiFi				15,500
Government Center - Facility Rent (Gross)				32,532
Publications / Subscriptions				1,271
Membership Dues & Fees				4,336
Utilities				12,500
Telephone Expense				6,000
Maintenance, Janitorial Supplies & Services				1,500
Insurance				16,968
Travel				2,500
Election Costs				-
Outside Services				162,350
Legal Expense	51,150			
Accounting	10,000			
Studies	15,000			
Property Development				
Miscellaneous Outside Services (Includes Website Maintenance)	30,000			
Information Technology - Outside Services	56,200			
Commissioner Comp & Travel				86,066
Vehicle Expense				500
Uncollectible Accounts (all funds)				10,000
Audit Expense				25,000
Miscellaneous				5,000
Promotional Hosting (all funds) (Limit \$37,500 + 1/4)				10,500
Incidental Business Expense				3,500
Business Development				2,000
Future Business Dev Opportunity/Emergency Funds/Contingencies				
General & Administrative Transferred Out				(794,190)
TOTAL GENERAL and ADMINISTRATIVE				427,641
NON-OPERATING EXPENSE				
Funds Transfer to Reserves				66,694
Funds Transfer - Contingency				54,000
Project Opportunities - Reserve Funding				
Studies (Port Orchard and Bremerton Marinas)				5,000
Engineering (Airport/Industrial)				15,000
Future Business Dev Opportunity/Emergency Funds/Contingencies				25,000
TOTAL FUND EXPENDITURES & TRANSFERS				6,113,928


				
		2016 Final Budget		
CAPITAL PROJECTS/PURCHASES		Deleted in		
BREMERTON NATIONAL AIRPORT PROJECTS & EQUIPMENT		2015 Prelim		
I. New Construction Projects				
1. Terminal Building HVAC Replacement (Port Cash Current Budget \$5,000) (Carryover from 2015 Budget \$138,230)			143,230	
2. Airport - Industrial Way Construction (Carryover from 2015 Budget \$40,000)			40,000	
3. Airport - Industrial Way Industrial Pad Engineering (Port Cash \$50,000)			50,000	
4. Airport - Industrial Way Entry Improvements (Port Cash \$75,000)			75,000	
5. Backup Generator - Admin Portion of Terminal Building (Carryover from 2015 Budget \$25,972)			25,972	
6. AIP 29 Wildlife Hazard Assessment (FAA \$8,100, Port Cash \$900)			9,000	
7. Airport Diner Roof (Ac Pit) Replacement (Port Cash Current Budget \$15,000) (Carryover from 2015 Budget \$73,602)			88,602	
8. Airport Terminal Roof Replacement (Port Cash Current Budget \$25,000) (Carryover from 2015 Budget \$52,451)			77,451	
9. Airport Children's Park (Port Cash \$30,000, Other Agencies \$???)			30,000	
10. MOB Parking Station (Port Cash - \$10,000)			10,000	
SUBTOTAL - NEW CONSTRUCTION PROJECTS			549,255	
II. Facility Improvement Projects				
1. Site, Utility, Building Improvements (Port Cash \$-0-)				
2. Business Development Opportunities (Port Cash \$-0-)				
3. Energy Efficiency Upgrades (Port Cash \$-0-)				
4. Asphalt Contingency (Port Cash \$20,000)			20,000	
5. Second Floor Deck FBO Buildout (Port Cash \$-0-)		15,000		
6. Hangar Building Envelope & Exterior Upgrades (Port Cash \$15,000)			15,000	

				
		2016 Final Budget		
CAPITAL PROJECTS/PURCHASES				
BREMERTON NATIONAL AIRPORT PROJECTS & EQUIPMENT				
	7. Airport Diner - Interior, Mechanical & Entry Upgrade (Port Cash \$23,500)	23,500		23,500
	8. Sewer Upgrades (Port Cash \$-0-)	10,000		
	9. Admin Building Mechanical/Interior Upgrades (Port Cash \$7,500)	7,500		7,500
	10. Airport Front Entry Landscaping/Improvements (Port Cash \$15,000)			15,000
	SUBTOTAL - FACILITY IMPROVEMENT PROJECTS			81,000

				
		2016 Final Budget		
III. Capital Equipment Purchases				
1. Riding Mower w/ 56" Blade (Port Cash \$23,000) (Equipment Replacement Program)				23,000
2. Tractor w/ Articulating Brush Cutting Attachment (Port Cash \$88,000) (Equipment Replacement Program)				88,000
3. Forklift (Used) (Port Cash \$6,000) (Equipment Replacement Program)		6,000		
4. Pickup Truck (Port Cash \$20,800) (Vehicle Replacement Program)		20,800		
SUBTOTAL CAPITAL EQUIPMENT PURCHASES				111,000
SUBTOTAL - BNA CAPITAL PROJECTS AND EQUIPMENT				741,255

				
		2016 Final Budget		
INDUSTRIAL DEVELOPMENT PROJECTS & EQUIPMENT				
I. New Construction Projects				
1. Road Repairs				40,000
(Port Cash \$40,000)				
SUBTOTAL - NEW CONSTRUCTION				40,000
II. Facility Improvement Projects OVIP/OVBP				
1. Site, Utility, Building Improvements				
(Port Cash \$-0-)				
2. Business Development Opportunities				
(Port Cash \$-0-)				
3. OVIP 4 Roof Replacement				48,001
(Port Cash Current Budget \$4,364)				
(Carryover from 2015 Budget \$ 43,637)				
4. OVIP 8 - Tenant Improvements (3-Phase)				40,000
(Carryover from 2015 Budget \$40,000)				
5. OVIP Sewer Line Replacement (lift Station)				5,000
(Port Cash \$5,000)				
6. Energy Efficiency Upgrades				
(Port Cash \$-0-)				
SUBTOTAL - FACILITY IMPROVEMENT PROJECTS				93,001

				
		2016 Final Budget		
III. Capital Equipment Purchases				
SUBTOTAL - CAPITAL EQUIPMENT PURCHASES				-
SUBTOTAL - AIRPORT-INDUSTRIAL DEVELOPMENT CAPITAL PROJECTS & EQUIPMENT				133,001
TOTAL - AIRPORT FUND CAPITAL (AIRPORT AND AIRPORT-IND)				874,256
<u>OLYMPIC VIEW BUSINESS PARK PROJECTS</u>				
1. Site, Utility, Building Improvements (Port Cash \$-0-)				
SUBTOTAL - BUSINESS PARK PROJECTS				-

				
		2016 Final Budget		
HARBOR IMPROVEMENT PROJECTS & EQUIPMENT				
I. New Construction Projects				
1. Evergreen Boat Launch (RCO Grant \$347,595, Port \$58,000, City of Bremerton \$58,000)			463,595	
2. Construction Support - Evergreen Boat Launch (Port Cash - \$2,500)		7,500	2,500	
SUBTOTAL - NEW CONSTRUCTION PROJECTS			466,095	



2016 Final Budget

II. Facility Improvement Projects

PORT ORCHARD MARINA

1. Resurface & Upgrades to Breakwater (Carryover from 2015 Budget - \$147,200)		147,200
2. Resurface & Upgrades A-Dock/Misc Interior (Carryover from 2015 Budget - \$20,000)		20,000
3. Piling Repairs - Gate 3 (Port Cash - \$95,000)		95,000
4. Dock/Chain Upgrades & Repair (Port Cash - \$12,500)	12,500	12,500
5. Electrical Upgrades to Docks 30 & 50 amp (Port Cash - \$5,000)		5,000
6. Security Cameras (Port Cash - \$5,000)	5,000	
7. Dock Box Replacement (25 Boxes) - Port Orchard Marina (Port Cash - \$12,500)	12,500	12,500
8. Pumpout Work Boat Kicker Motor (Port Cash - \$9,000)		9,000
9. Waterfront Park - Pathway / Upgrades (Port Cash - \$7,500)		7,500
10. Marina Park Observation Area Tent (Port Cash - \$15,000 - \$2,500 from property sale, Sorooptimists \$12,500, City of Port Orchard \$5,500)		35,500

SUBTOTAL - PORT ORCHARD MARINA

344,200

BREMERTON MARINA

1. Harborside Steps Pathway Lighting (Port Cash - \$15,000)		15,000
2. Work Boat Kicker Motor (Port Cash - \$16,000)		16,000
3. Security Cameras (Port Cash - \$5,000)		5,000
4. ADA Handicap Parking at Turnaround (Port Cash - \$5,500)		5,500
5. Dock/Chain Upgrades & Repair (Port Cash - \$15,000)	15,000	15,000
6. Waterline Upgrade (Port Cash - \$35,000)		35,000
7. Dock Box Replacement (25 Boxes) - Bremerton Marina (Port Cash - \$12,500)	12,500	12,500

SUBTOTAL - BREMERTON MARINA


104,000

PORT ORCHARD & BREMERTON MARINAS /SHARED

1. Floats, Docks Marina Improvements - Both Marinas (Port Cash - \$-0-)		
--	--	--

SUBTOTAL - PORT ORCHARD & BREM MARINA /SHARED

-

							
						2016 Final Budget	
BOND, LOAN AND NOTE PAYABLE							
INCOME							
2015 Tax Levy for 2009 Bond Payment							
See Income - Operating Funds on Page 1						0	
(For presentation purposes only - All Taxes are Disclosed on Page 1 to facilitate discussion of Port's 2015 Budget, even though the taxes are not considered Operating Funds.						0	0
TOTAL BOND FUND INCOME						0	
EXPENSES							
General Obligation Bonds (1.75% - 4.30%)							
Final Payment December 2029							
G.O. Bond Fund 2009							
Interest due						132,800	
Principal due						190,000	
Subtotal - G.O. Bond Fund 2009							322,800
Principal Balance after 2016 payment - \$ 3,195,000							
CERB Loan Repayment (FBO Bldg)							
Final Payment January 2024							
Interest due (Interest Rate 2.8%)						6,272	
Principal due						22,231	
Subtotal CERB Loan							28,503
Principal Balance after 2016 payment - \$ 201,781							
CERB Loan Repayment (Palmer)							
Final Payment January 2030							
Interest due (Interest Rate - 1%)						2,805	
Principal due						17,393	
Subtotal CERB Loan							20,198
Principal Balance after 2016 payment - \$ 263,065							
TOTAL BOND/LOAN/NOTE EXPENSES							371,501



2016 Final Budget

Total Budget for Calendar Year 2015

Operating Funds, Capital Improvements/Purchases and Bond Funds

Revenues

8,451,980

Expenditures

8,451,980

Out of Balance

0



2016 Final Budget

ATTACHMENT A

FACILITIES REVENUES			
Bremerton National Airport			
Hangars & Tie Downs		228,823	
Ground & Space Leases		234,169	
Equipment Leases		0	
Electric Sales			
Fuel Sales or Flowage Fees		11,750	
Licenses, Concessions, Misc. Fees (Guest Tie Down)		4,000	
SUBTOTAL - Airport			478,742
Olympic View Industrial Park			
Ground Leases		399,555	
Building & Space Leases		180,111	
Gorst Properties		48,720	
SUBTOTAL - Industrial Park			628,386
Olympic View Business Park			
OVBP 1 Ground Lease		26,825	
OVBP 1 Leases		244,544	
OVBP 1 M & O Pass through Costs		47,512	
Miscellaneous			
SUBTOTAL - Business Park			318,881
General Property			
Land Leases			
Building Leases		331,372	
NDGC Sublease Income (Gross)		3,598	
NDGC Association Monthly Assessments		14,820	
Less Association Monthly Assessment Pass through to KCCHA		-3,705	
SUBTOTAL - General Property			346,085
Harbor Lease/Rental Properties (Rent & Utility Revenue)			
Port Orchard		10,600	
Bremerton		-	
SUBTOTAL - Harbor Lease/Rental Properties			10,600
Fuel, Oil & Retail Sales - Harbor			
Fuel and oil sales		70,583	
Retail sales (clothing, sunglasses, other)		2,000	
SUBTOTAL - Fuel, Oil & Retail Sales		72,583	
Sales Allocated to Port Orchard Marina		(45,879)	
Sales Allocated to Bremerton Marina		(24,704)	
SUBTOTAL - Retail Sales			2,000
Port Orchard Marina			
Permanent Moorage		865,000	
Transient Moorage		76,733	
Electricity Sales		13,820	
Fuel Sales		45,879	
Live Aboard Fees		23,047	
Miscellaneous Sales		11,225	
Marina Parking		2,160	
Water Street Parking		251	
Concessions		1,500	
SUBTOTAL - Port Orchard Marina			1,039,615
Bremerton Marina			
Permanent Moorage		445,175	
Transient Moorage		71,731	
Electricity Sales		7,500	
Fuel Sales		24,704	
Live aboard Fees		28,022	
Miscellaneous Sales		4,000	
		581,132	
Parking - Washington Avenue Lot		203,800	
Less: Taxes and Operations Fee		(83,558)	
		120,242	
SUBTOTAL - Bremerton Marina			701,374

