

PORT OF SOUTH WHIDBEY ISLAND
2024 Preliminary Draft Budget

<u>Line #</u>		2024 PRELIMINARY DRAFT Budget
	OPERATING RECEIPTS	
1	Interest Income	\$ 9,000
2	Misc Income	\$ 1,000
3	Property Tax Income	\$ 895,000
4	Timber, L/H, Comp Tax Income	\$ 3,000
5	Sub-total - Tax and Interest Revenue	\$ 908,000
6	Fairgrounds Camping Fees	\$ 30,000
7	Fairgrounds Dump/Water Fees	\$ 4,000
8	Fairgrounds Event Rentals	\$ 45,000
9	Campgrounds Sales/Lodging Tax	\$ 3,000
10	Fairgrounds L/H Tax + Sales Tax	\$ 3,000
11	Fairgrounds Tenant Leases	\$ 35,000
12	Utilities Reimb - Fair Assocc	\$ 1,200
13	Sub-total - Fairgrounds Revenue	\$ 121,200
14	Daily Parking Fees - Humphrey Rd	\$ 23,000
15	Permit Fees - Humphrey Rd	\$ 19,000
16	Sales Tax - Humphrey Rd	\$ 4,000
17	Sub-total - Humphrey Road Revenue	\$ 46,000
18	Donations - Poss Park	\$ 1,000
19	Electricity Reimb - Poss Park	\$ 1,200
20	Parking Fees - Poss Park	\$ 250
21	Rental of residence - Poss Park	\$ 14,400
22	Sales Tax - Poss Park Parking	\$ 20
23	Sub-total - Possession Park Revenue	\$ 16,870
24	Annual Moorage	\$ 19,800
25	Commercial Moorage	\$ 2,640
26	Dinghy	\$ 900
27	Dock Sales - Ice	\$ 1,000
28	L/H Tax Revenue	\$ 7,700
29	Live Aboard Fee	\$ -
30	Monthly Moorage	\$ 35,200
31	Showers	\$ 1,000
32	Transient Day Use	\$ 14,300
33	Transient Overnight	\$ 154,000
34	Special Events & Donations	\$ 100
35	Sub-total - South Whidbey Harbor Revenue	\$ 236,640
36	Total Recurring/Operating Revenue	\$ 1,328,710

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**2024
PRELIMINARY
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Line #

OPERATING DISBURSEMENTS

Administration:

37	Admin/Accounting Wages	\$ 37,500
38	Administrative Payroll Taxes	\$ 21,000
39	Audit	\$ 10,000
40	Bank Fees (Returned Checks)	\$ 200
41	Commissioners Salaries	\$ 10,260
42	Compensation Reserve	\$ 22,000
43	Comprehensive Scheme	\$ -
44	Consultant Services	\$ 15,000
45	County Service Fees	\$ 100
46	Dues & Memberships	\$ 3,000
47	Economic Analysis Study	\$ -
48	Election Costs	\$ 11,000
49	Employee Fringe Benefits	\$ 27,000
50	Employee IRA Matching	\$ 8,000
51	Executive Director Salary	\$ 88,500
52	FMLA Payroll Expense	\$ 2,000
53	Harbor Master Plan	\$ -
54	Insurance (Port-wide)	\$ 115,500
55	Labor & Industries Taxes	\$ 22,000
56	Legal Fees	\$ 4,000
57	Legal Notices/Classified Ads	\$ 2,000
58	Maint & Ops Supervisor Wages	\$ 62,600
59	Marketing - General	\$ 4,500
60	Meetings & Education, incl WPPA	\$ 6,000
61	Misc Expenses & Taxes	\$ 3,000
62	Off Equip Lease, Purchase, Repair	\$ 4,000
63	Office & Facilities Supplies	\$ 3,000
64	Office Telephone & Staff Mobile	\$ 7,100
65	Payroll Taxes - Commissioners	\$ 2,000
66	Per diem - Commissioners	\$ 13,500
67	Permitting - Ongoing	\$ -
68	Port Clerk/Accountant Wages	\$ 65,000
69	Port Office Rental	\$ 26,400
70	Port Vehicles' Expense	\$ 6,500
71	Promotional Hosting	\$ 1,000
72	Publications & Subscriptions	\$ 200
73	Tourism Devel Grants/Subsidies	\$ -
74	Travel exp.- Commissioners	\$ 4,500
75	Travel Expense - Staff	\$ 4,500
76	Web Design & Maintenance	\$ 15,000
77	Sub-total Administration	\$ 627,860

Bush Point Facilities

78	Dock & Ramp - Bush Pt	\$ 2,000
79	Electricity - Bush Pt	\$ 1,800
80	Equipment (Purch/Rent/Repair)	\$ 2,000
81	Maintenance & Repair - Bush Pt	\$ 3,000
82	Maint Payroll Taxes - Bush Pt	\$ 50
83	Maintenance Wages - Bush Pt	\$ 550
84	Materials & Supplies - Bush Pt	\$ 1,000
85	Minor Improvements - Bush Pt	\$ 3,000
86	Refuse Removal - Bush Pt	\$ 500
87	Telephone - Bush Pt	\$ 500
88	Water System - Bush Pt	\$ 1,000
89	Sub-total Bush Point	\$ 15,400

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Clinton Facilities:

90	Dock (Maint/Repairs) - Clinton	\$ 1,000
91	Electricity - Clinton Beach	\$ 700
92	Maint & Repair - Clinton Beach	\$ 500
93	Maint Wages - Clinton Beach	\$ 500
94	Materials & Supplies - Clinton	\$ 1,500
95	Minor Improvements - Clinton	\$ 1,000
96	Payroll Taxes - Clinton Beach	\$ 50
97	Refuse Removal - Clinton Beach	\$ 1,000
98	Water System - Clinton Beach	\$ 400
99	Sub-total Clinton	\$ 6,650

Fairgrounds

100	Admin Wages - Fairgrounds	\$ 240
101	Electricity - Fairgrounds	\$ 21,000
102	Employee benefits - Fairgrounds	\$ 7,200
103	Equip (Purchase/Rent/Repair)	\$ 5,000
104	FG Director Salary	\$ 59,500
105	FG Mktg & Events Coord Wages	\$ 23,000
106	Maint & Repair - Fairgrounds	\$ 8,000
107	Maint/Campground Host Wages	\$ 20,800
108	Maint Laborer Wages - Part Time	\$ 20,800
109	Maintenance Wages - Temp	\$ 2,500
110	Marketing/Advertising - Fairgrounds	\$ 6,000
111	Materials & Supplies - Fairgrounds	\$ 13,000
112	Minor Improvements - Fairgrounds	\$ 5,000
113	Payroll Taxes - Fairgrounds	\$ 8,000
114	Propane - Fairgrounds	\$ 3,000
115	Refuse Removal - Fairgrounds	\$ 3,000
116	Taxes - Fairgrounds	\$ 6,000
117	Telephone & DSL - Fairgrounds	\$ 5,000
118	Travel & Other Misc - Fairgrounds	\$ 2,000
119	Vehicle Maintenance - Fairgrounds	\$ 3,000
120	Water & Sewer - Fairgrounds	\$ 15,000
121	Sub-total Fairgrounds	\$ 237,040

Humphrey Parking Lot:

122	Attendant Wages	\$ 5,700
123	General Maintenance	\$ 750
124	Improvements	\$ -
125	Materials & Supplies	\$ 500
126	Payroll Taxes - Humphrey	\$ 450
127	Taxes	\$ 3,500
128	Sub-total Humphrey Lot	\$ 10,900

Possession Pt. Park:

129	Dock & Ramp	\$ -
130	Electricity	\$ 3,500
131	Equip (Purchase/Rent/Repair)	\$ 2,500
132	Maintenance & Repair	\$ 3,000
133	Maintenance Wages	\$ 18,000
134	Materials & Supplies	\$ 2,500
135	Minor Improvements	\$ 6,000
136	Payroll Taxes	\$ 1,500
137	Refuse Removal	\$ 2,000
138	Taxes	\$ 50
139	Telephone	\$ 1,200
140	Water System Maintenance	\$ 1,500
141	Sub-total Possession Point	\$ 41,750

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**2024
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<u>Line #</u>		
	South Whidbey Harbor	
142	203 Wharf St Lot Maint Wages	\$ 120
143	203 Wharf St Lot Maint/Repair	\$ 200
144	Advertising/Promotion	\$ 3,000
145	Asst Harbormaster Wages	\$ 41,600
146	DNR Tidelands Lease	\$ 12,000
147	Dockhand - Part time	\$ 20,800
148	Electricity	\$ 12,000
149	Employee Benefits	\$ 14,400
150	Equip (Purchase/Rent/Repair)	\$ 1,500
151	Golf Cart & Boat - Maint/Ops	\$ 500
152	Harbormaster Salary	\$ 54,000
153	Ice Purchases	\$ 600
154	Maint & Repair - SWH	\$ 10,000
155	Maint & Repair - Phil Simon	\$ 500
156	Maintenance Contracts	\$ 8,500
157	Maintenance Wages	\$ 240
158	Materials & Supplies	\$ 9,000
159	Merchant Fees	\$ 6,000
160	Minor Improvements	\$ 1,500
161	Payroll Taxes	\$ 10,000
162	Pump-Out Barge M&R	\$ 1,000
163	Refuse Removal	\$ 4,000
164	Seasonal Wages (dockhands)	\$ 20,000
165	Special Events	\$ -
166	Taxes	\$ 9,000
167	Telephone & DSL	\$ 3,000
168	Water & Sewer	\$ 9,000
169	Sub-total South Whidbey Harbor	\$ 252,460
170	Total Operating Disbursements	\$ 1,192,060
171	Operating Excess / <Deficit>	\$ 136,650

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<u>Line #</u>		
	CAPITAL REVENUE	
172	Clean Vessel Program Grant	\$ 750
173	IC Grant 1 - FG Workforce Housing	\$ 150,000
174	IC Grant 2 - FG Workforce Housing	\$ 350,000
175	RCO Clinton Local Parks Grant	\$ 70,000
176	RCEDF Fairgrounds Grant	\$ 305,000
177	WSDA Fairgrounds Grant	\$ -
178	STBG Clinton Dock	\$ 30,000
179	USDA Fairgrounds Grant	\$ -
180	2018A Bond Interest Income	\$ 3,600
181	2018B Bond Interest Income	\$ 3,600
182	Total Capital Revenue	\$ 912,950
	CAPITAL EXPENDITURES	
183	Clean Vessel Grant Program	\$ 1,000
184	Port Tractor - FG/SWH	\$ -
185	RCO Clinton Local Parks Grant	\$ 70,000
186	SWH electrical inspection	\$ 5,000
187	SWH electrical repair/improvement	\$ 20,000
188	Fairgrounds - Capital Improvements	\$ 510,000
189	Fairgrounds - Workforce Housing	\$ 500,000
190	Clinton Dock - POF	\$ 100,000
191	2012 LTGO Bond Fees	\$ 300
192	2012 LTGO Bond Interest	\$ 15,825
193	2012 LTGO Bond Principal	\$ 45,000
194	2016 LTGO Bond Fees	\$ -
195	2016 LTGO Bond Interest	\$ 919
196	2016 LTGO Bond Principal	\$ 15,000
197	2018A LTGO Bond Fees	\$ 300
198	2018A LTGO Bond Interest	\$ 15,745
199	2018A LTGO Bond Principal	\$ 5,000
200	2018B LTGO Bond Fees	\$ 300
201	2018B LTGO Bond Interest	\$ 19,133
202	2018B LTGO Bond Principal	\$ 10,000
203	Total Capital Expenditures:	\$ 1,333,521
204	Capitla Excess / <Deficit>	\$ (420,571)
205	TOTAL BUDGET EXCESS / <DEFICIT>	\$ (283,921)

	General Fund Balance	Bond Fund Balance
Actual Beginning Cash: January 1, 2023	\$ 684,290	\$ 673,579
Estimated Ending Cash: December 31, 2023	\$ 578,967	\$ 575,173
Estimated Beginning Cash: January 1, 2024	\$ 578,967	\$ 575,173
Estimated Ending Cash: December 31, 2024	\$ 500,046	\$ 370,173

Note: Total Current Assets shown as Cash Balance

Approved at the November 14, 2023 Regular Meeting