

PORT OF SILVERDALE  
RESOLUTION NO. 2005- 04

ESTABLISHING PETTY CASH FUND

WHEREAS, the Port of Silverdale Commissioners regularly meet only once per month and the Port of Silverdale is required on occasion to disburse funds for small purchases between Port Meetings; and

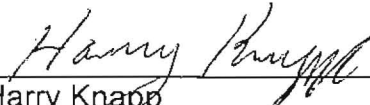
WHEREAS, there is a need to have on hand an amount of cash in a petty cash fund for disbursement as needed for authorized expenditures for goods and services of smaller value that need to be acquired by immediate payment;

NOW, THEREFORE, BE IT RESOLVED, by the Port Commission of the Port of Silverdale that:

1. There is hereby established a petty cash fund not to exceed the amount of \$ 200.00, to be replenished periodically by checks issued at meetings of the Port Commissioners;
2. The Port Auditor/Administrator and each Port Commissioner is authorized to disburse funds from the petty cash account for authorized expenditures on behalf of the Port of Silverdale;
3. Accurate records shall be kept of expenditures from petty cash, including the amount, date, payee, purpose of expenditure, and receipts;
4. Any Port Commissioner may make periodic review of the petty cash account, on an irregular and unannounced basis, and a report of such review shall be made to the Port Commission at the next regular Port meeting following such review.

ADOPTED, by the Port Commission of the Port of Silverdale, Kitsap County, Washington at a regular open public meeting thereof held on Dec. 15, 2005.

PORT OF SILVERDALE  
KITSAP COUNTY, WASHINGTON

  
\_\_\_\_\_  
Harry Knapp  
Chairman/President

  
\_\_\_\_\_  
Scott Youngren,  
Commissioner

  
\_\_\_\_\_  
Lawrence Greaves,  
Commissioner



Ordinance / Resolution No. 2005-03  
RCW 84.55.120

WHEREAS, the Port Commission of the Port of Silverdale has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2006; and now, therefore,

BE IT RESOLVED by the Port Commission of the Port of Silverdale that an increase in the  
(Governing body of the taxing district) (Name of the taxing district)  
regular property tax levy is hereby authorized for the 2006 levy in the amount of \$ 4,735.00  
(Year of collection) (Dollar increase)  
which is a percentage increase of 1 % from the previous year.  
(Percentage increase)

This increase is exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

A CERTIFIED BUDGET request or estimate is filed with the County Legislative Authority, separate from this resolution. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides a form for this purpose, REV 64 0100, "Levy Certification". Certification is made in a manner prescribed by the County Legislative Authority.

Adopted this 17<sup>th</sup> day of November, 2005.

Harry King  
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If additional signatures are necessary, please attach additional page.

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PORT OF SILVERDALE  
RESOLUTION NO. 2005-02

RE: ADOPTION OF THE 2006 FINAL BUDGET

**WHEREAS**, the Port Commission of the Port of Silverdale has reviewed the fiscal requirements of the Port District, the anticipated revenues and expenditures of the District; and

**WHEREAS**, the 2006 Preliminary Budget was prepared and approved as required by law.

**NOW, THEREFORE, BE IT RESOLVED** by the Port Commission of the Port of Silverdale that the final budget of the Port of Silverdale be adopted for the tax year 2006 as attached hereto.

**ADOPTED** by the Port Commission of the Port of Silverdale, Kitsap County, Washington at a regular open public meeting thereof held on the 17<sup>th</sup> day of November 2005.

PORT OF SILVERDALE  
KITSAP COUNTY, WASHINGTON

By:

  
\_\_\_\_\_  
Harry Knapp, Commission President

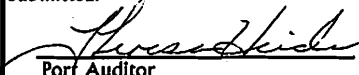
*(absent)*  
\_\_\_\_\_  
Lawrence Greaves, Commission Secretary

  
\_\_\_\_\_  
Scott Youngren, Commissioner

**PORT OF SILVERDALE  
2006 FINAL BUDGET**

	RESERVES	REVENUES	TOTALS
TOTAL ESTIMATED BEGINNING BALANCE	738,511.00		
REVENUES:			
621.10 MOORAGE		7,500.00	
695.00 REAL PROPERTY RENTALS		100,000.00	
699.10 INVESTMENT INTEREST		18,000.00	
699.20 PROPERTY TAX		484,555.00	
TOTAL ESTIMATED FUNDS AVAILABLE	738,511.00	610,055.00	1,348,566.00
	RESERVES	EXPENSES	TOTALS
EXPENDITURES:			
710.00 AIRPORT			
719.00 OTHER		25,000.00	
AIRPORT OTHER SUBTOTAL		25,000.00	25,000.00
721.00 MARINA OPERATING			
721.30 OUTSIDE SERVICES		10,000.00	
721.80 UTILITIES		12,000.00	
MARINA OPERATING SUBTOTAL		22,000.00	22,000.00
723.00 MARINA MAINTENANCE			
723.30 OUTSIDE SERVICES (MAINTENANCE)		102,000.00	
723.40 SUPPLIES		15,000.00	
723.50 EQUIPMENT RENTALS		3,000.00	
723.90 OTHER (RESERVES & MISC. MAINTENANCE COSTS)	404,546.00		
MARINA MAINTENANCE SUBTOTAL	404,546.00	120,000.00	524,546.00
761.00 PROPERTY LEASE/RENTAL			
761.30 OUTSIDE SERVICES		50,000.00	
PROPERTY LEASE/RENTAL OUTSIDE SERVICES SUBTOTAL		50,000.00	50,000.00
763.00 PROPERTY LEASE/RENTAL MAINTENANCE			
763.50 EQUIPMENT RENTALS		3,000.00	
763.60 FACILITY MAINTENANCE		50,000.00	
763.70 GENERAL AND ADMINISTRATIVE		10,000.00	
763.80 UTILITIES		11,000.00	
PROPERTY LEASE/RENTAL MAINTENANCE SUBTOTAL		74,000.00	74,000.00
771.00 DEBT REDEMPTION			
771.50 OTHER NOTE/CONTRACTS		35,700.00	
DEBT REDEMPTION SUBTOTAL		35,700.00	35,700.00
772.00 INVESTMENT DISBURSEMENTS			
772.10 PURCHASE OF INVESTMENTS		18,000.00	
INVESTMENT DISBURSEMENTS SUBTOTAL		18,000.00	18,000.00
773.00 FIXED ASSET DISBURSEMENT			
773.30 PURCHASE OF FIXED ASSET		350,000.00	
773.50 PROPERTY IMPROVEMENTS		50,000.00	
FIXED ASSET DISBURSEMENT SUBTOTAL		400,000.00	400,000.00
780.00 GENERAL AND ADMINISTRATIVE			
781.10 COMMISSIONERS COMPENSATION		9,720.00	
781.20 COMMISSIONERS REIMBURSEMENTS		3,000.00	
781.30 OUTSIDE SERVICES		70,000.00	
781.40 SUPPLIES		4,000.00	
781.60 FACILITY RENTALS		32,000.00	
781.70 G&A OPERATIONS		28,000.00	
781.80 UTILITIES		10,000.00	
GENERAL AND ADMINISTRATIVE SUBTOTAL		156,720.00	156,720.00
789.00 GENERAL AND ADMINISTRATIVE OTHER			
789.10 ECONOMIC DEVELOPMENT		10,000.00	
GENERAL AND ADMINISTRATIVE OTHER SUBTOTAL		10,000.00	10,000.00
799.90 NON-OPERATING EXPENSES			
799.91 INTEREST EXPENSE		28,100.00	
799.92 ELECTION EXPENSE		4,500.00	
NON-OPERATING EXPENSES SUBTOTAL		32,600.00	32,600.00
TOTAL ESTIMATED RESERVES / EXPENDITURES:	\$ 404,546.00	\$ 944,020.00	1,348,566.00

Submitted:

  
Port Auditor

Approved:

(absent)  
Commissioner

  
Commissioner

  
Commissioner

PORT OF SILVERDALE  
RESOLUTION 2005-01

RE: REALLOCATION OF BUDGETED FUNDS

**WHEREAS**, the Port Commission of the Port of Silverdale has met and reviewed its budget for the calendar year 2005; and

**WHEREAS**, the Port Commission determined that reallocation of budgeted funds is appropriate to reflect adjustments to receipts and expenditures during the year 2005; and

**WHEREAS**, the attached amended budget properly reflects actual and anticipated receipts and expenditures for calendar year 2005.

**NOW, THEREFORE, BE IT RESOLVED** by the Port Commission of the Port of Silverdale that the attached referenced fund reallocations take place and the 2005 Budget be amended accordingly.

**ADOPTED** by the Port Commission of the Port of Silverdale, Kitsap County, Washington at a regular open public meeting thereof held on the 15<sup>th</sup> day of September 2005.

PORT OF SILVERDALE  
KITSAP COUNTY, WASHINGTON

By Harry Brown

By [Signature]

By Lawrence C. Dreaves

ATTEST:

\_\_\_\_\_  
Secretary

**PORT OF SILVERDALE - 2005 AMENDED BUDGET & ACTUAL TO 9/15/05**

	PRIOR	CHANGE	NEW	ACTUAL TO 9/15	
BEGINNING RESERVES (1/1/05)	953,597.00	160,423.00	1,114,020.00	1,114,020.00	79% 100%
<b>REVENUES</b>					
621.10 Moorage	7,500.00		7,500.00	6,618.00	88%
693.02.7 IAC Grant Phase IV	174,350.00		174,350.00	170,662.57	98%
695.00 Real Property Rentals	85,763.00		85,763.00	46,697.33	54%
699.10 Investment Interest	20,400.00		20,400.00	14,697.15	72%
699.20 Property Tax	473,495.00		473,495.00	249,030.20	53%
699.51 County Reimburse	50,000.00	194,000.00	244,000.00	175,422.39	72%
Revenue Subtotal	<u>811,508.00</u>		<u>1,005,508.00</u>	<u>663,127.64</u>	66%
<b>TOTAL AVAILABLE FUNDS</b>	<u>1,765,105.00</u>		<u>2,119,528.00</u>	<u>1,777,147.64</u>	84%
<b>EXPENDITURES</b>					
710 Airport					
719.00 Airport - Other	25,000.00		25,000.00	-	0%
	<u>25,000.00</u>		<u>25,000.00</u>	-	
721 Marina Operating					
721.30 Outside Services	10,000.00		10,000.00	-	0%
721.80 Utilities	9,000.00		9,000.00	5,658.53	63%
	<u>19,000.00</u>		<u>19,000.00</u>	<u>5,658.53</u>	
723 Marina Maintenance					
723.30 Outside Services (Maintenance)	102,000.00		102,000.00	42,544.05	42%
723.40 Supplies	12,000.00		12,000.00	5,497.22	46%
723.50 Equipment Rentals	3,000.00		3,000.00	1,585.94	53%
	<u>117,000.00</u>		<u>117,000.00</u>	<u>49,627.21</u>	42%
761 Property Lease & Rental					
761.30 Outside Services	30,000.00		30,000.00	-	0%
	<u>30,000.00</u>		<u>30,000.00</u>	-	0%
763 Property Lease & Rental - Maintenance					
763.50 Equipment Rentals	3,000.00		3,000.00	-	0%
763.60 Facility Maintenance	50,000.00		50,000.00	6,242.74	12%
763.70 General and Administrative	10,000.00		10,000.00	475.00	5%
763.80 Utilities	11,000.00		11,000.00	3,117.74	28%
	<u>74,000.00</u>		<u>74,000.00</u>	<u>9,835.48</u>	13%
771 Debt Redemption					
771.50 Other - Note/Contracts	36,450.00		36,450.00	24,991.30	69%
	<u>36,450.00</u>		<u>36,450.00</u>	<u>24,991.30</u>	69%
772 Investment Disbursements					
772.10 Purchase of Investments	20,400.00		20,400.00	14,697.15	72%
	<u>20,400.00</u>		<u>20,400.00</u>	<u>14,697.15</u>	72%
773 Fixed Asset Disbursement					
773.30 Purchase of Fixed Assets	350,000.00	(345,000.00)	5,000.00	1,461.09	29%
773.50 Property Improvements	50,000.00		50,000.00	-	0%
	<u>400,000.00</u>		<u>55,000.00</u>	<u>1,461.09</u>	3%
774 Waterfront Capital Asset Disbursements					
774.20 Design		9,000.00	9,000.00	8,603.53	96%
774.30 Permitting		17,000.00	17,000.00	15,842.58	93%
774.50 Construction		470,000.00	470,000.00	468,342.95	100%
774.60 Dredging	60,228.00	23,000.00	83,228.00	81,227.71	98%
	<u>60,228.00</u>		<u>579,228.00</u>	<u>574,016.77</u>	99%
775 Waterfront Improvements NonPort Property					
775.20 Design		8,500.00	8,500.00	8,320.12	98%
775.30 Permitting		10,000.00	10,000.00	9,166.51	92%
775.50 Construction		440,000.00	440,000.00	431,308.57	98%
			<u>458,500.00</u>	<u>448,795.20</u>	98%
780 General & Administrative					
781.10 Commissioners Compensation	9,060.00		9,060.00	6,669.71	74%
781.20 Commissioners Reimbursements	3,000.00		3,000.00	1,593.20	53%
781.30 Outside Services	60,000.00		60,000.00	39,213.66	65%
781.40 Supplies	2,500.00	2,000.00	4,500.00	4,132.14	92%
781.60 Facility Rentals	32,000.00		32,000.00	22,418.61	70%
781.70 G&A Operations	28,000.00		28,000.00	17,428.52	62%
781.80 Utilities	8,000.00		8,000.00	6,575.49	82%
	<u>142,560.00</u>		<u>144,560.00</u>	<u>98,031.33</u>	68%
789 General and Administrative Other					
789.10 Economic Development	10,000.00	2,500.00	12,500.00	12,500.00	100%
	<u>10,000.00</u>		<u>12,500.00</u>	<u>12,500.00</u>	100%
799 Non-Operating Expenses					
799.91 Interest Expense	40,115.00		40,115.00	31,961.05	80%
799.92 Election Expense	4,500.00		4,500.00	-	0%
	<u>44,615.00</u>		<u>44,615.00</u>	<u>31,961.05</u>	72%
<b>TOTAL EXPENDITURES</b>	<u>979,253.00</u>		<u>1,616,253.00</u>	<u>1,271,575.11</u>	79%
<b>END RESERVE EXPECTED (12/31/05)</b>	<u>785,852.00</u>		<u>503,275.00</u>	<u>505,572.53</u>	100%