

P.O Box 1180 • Port Townsend, Washington 98368-4624

Administration: (360) 385-0656

Operations: (360) 385-2355

Fax: (360) 385-3988

**Port of Port Townsend Public Workshop
Wednesday, February 13, 2013, 9:30 AM
Port Administration Building Conference Room
375 Hudson Street
Port Townsend, WA**

AGENDA

➤ **Presentation on Hastings Project**

Harry Dudley and Heather Dudley Nollette will make their presentation on the Hastings Project.

➤ **Review of Rules and Regulations**

Continuation of review of Rules & Regulations.



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**Port of Port Townsend
1st Monthly Meeting Agenda
Wednesday, February 13, 2013 1:00 PM
Port Administration Building Conference Room
375 Hudson Street, Port Townsend, WA**

- I. Call to Order / Pledge of Allegiance
- II. Approval of Agenda
- III. Consent Agenda
 - A. Approval of Meeting Minutes –January 23, 2013.....1-3
 - B. Operations Reports – January 2013.....4-8
- IV. Public Comments (not related to Agenda)
- V. Old Business
 - A. WSU Extension – Cupola House Lease..... .9
 - B. Legislative Update – HB 1366 and HB 1245.....10
- VI. New Business
 - A. Quarterly Associate Development Organization (ADO) Report -
Team Jefferson.....11
 - B. Approval of Warrants
- VII. Staff Comments
- VIII. Public Comments
- IX. Commissioner Comments
- X. **Next Meeting: Wednesday, February 27, 2013 at 6:30 PM, Port Conference Room, 375 Hudson Street, Port Townsend, WA**
- XI. Executive Session: (pursuant to RCW 42.30.110 (g))
 - A. Executive Director’s Annual Review
- XII. Adjournment

PORT COMMISSION MEETING– January 23, 2013

The Port of Port Townsend Commission met in regular session in the Conference Room, Port Administration Building, 375 Hudson Street, Port Townsend, WA

Present: Commissioners – Erickson, Tucker, Thompson
Executive Director – Crockett
Deputy Director - Pivarnik
Auditor - Khile
Attorney - Lake
Minutes – Nelson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Erickson called the meeting to order at 6:30 PM.

II. APPROVAL OF AGENDA:

**Commissioner Erickson moved to approve the Agenda as presented.
Commissioner Thompson seconded the motion.
Motion carried by unanimous vote.**

III. CONSENT AGENDA:

A. Approval of Meeting Minutes – January 9, 2013

Approval of Public Workshop Minutes – January 9, 2013

B. Resolution No. 591-13 – Authorizing the Sale of Abandoned Vessels

Commissioner Erickson questioned details on the moorage and yard agreements and what responsibilities the boater is agreeing to. Related discussion included Rules & Regulations updating, environmental issues, and, derelict boats.

**Commissioner Thompson moved to approve the Consent Agenda as presented.
Commissioner Tucker seconded the motion.
Motion carried by unanimous vote.**

IV. PUBLIC COMMENTS (Not related to agenda):

None

V. OLD BUSINESS:

A. Union Contract (6:33):

Mr. Crockett reminded the Commission of previous briefings on recent meetings between management and the Teamsters. Since the last discussion with the Commission, staff voted to accept the 2013-2014 contract. Mr. Crockett recommended the Commission officially approve the contract with their signatures.

Commissioner Thompson moved to approve the 2013-2014 Teamsters Union contract as presented.

Commissioner Erickson seconded the motion.

Motion carried by unanimous vote.

VI. NEW BUSINESS:

A. Cell Tower Lease Buy-out (9:15):

Mr. Pivarnik explained he recently was contacted by a T-Mobile rep who offered a deal on the land they lease from the Port for their cell tower, located at the end of the spit in the Boat Haven. They proposed a “lease buyout”, otherwise known as a “lease prepayment”. T-Mobile offered to pay \$225K for the land, keeping with the same lease terms and conditions. Otherwise, in sticking with their lease agreement, which has another eighteen years, the Port would receive \$410,500 in revenue. Is the Commission interested in the buy-out?

Commissioner Thompson recommended passing on the deal, with the other Commissioners in agreement.

B. Appointment of New PSAC Members (12:01):

Mr. Pivarnik reminded the Commission of the discussions held at the January 9, 2013 Public Workshop on the Port Strategic Advisory Committee new committee assignments, due to unavailability of some members and expired terms of others. Staff recommends the following changes to the committee:

Bill Curtsinger, representing Port retail businesses, to replace David Carruthers.

Joanne Bussa, representing District 3, to replace Joe Baisch.

Ron Hayes, representing Boat Ramp Users, to replace Keith Marzan.

Tony Petrillo to serve another four-year term.

Commissioner Erickson moved to approve PSAC Committee members as presented.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

C. AWOS Contract (16:08):

Mr. Crockett informed that due to Federal budget issues the Federal Aviation Administration (FAA) budget will see drastic cuts. The FAA has already made the decision not to hold their annual Mountain Region conference for 2013. He sees impacts to other FAA funded programs as well.

Mr. Pivarnik added that the Port's Master Plan includes a location for an AWOS (All Weather Observation System), with an estimated construction cost of \$225K. The FAA sees our airport as a small one, with no scheduled commercial service, which may make it tougher for the FAA to approve of an AWOS at JCIA. In the past, the FAA would fund the feasibility study at 90%. This year, the Port would receive the FAA 90% funding only if the feasibility study were approved per FAA guidelines. If the study does not meet the guidelines, then the Port would be responsible for the entire cost of the study. The Commission heard comments and opinions from audience member and JCIA based pilot, Bill Putney, who is for an AWOS at the airport.

Discussion ensued on what the FAA criteria is in the Feasibility Study; JCIA being a Port of Entry for pilots coming in from Canada; the safety an AWOS provides to pilots coming in from far distances with weather planning; and, the service an AWOS would provide to Life Flights and helicopters for medical evacuations. Commissioner Erickson added installing an AWOS would fall under the economic development category.

All Commissioners agreed for staff to move forward on obtaining a feasibility study for an AWOS at Jefferson County International Airport.

D. Approval of Warrants (30:01):

Commissioner Erickson requested that the Commissioners receive the last warrant batch sooner than one day prior to the Commission meeting, to give them more time for review.

Commissioner Tucker read the warrants, as presented:

Electronic Debit to Union Bank in the amount of \$3,579.02 for Washington State

Combined Excise Tax for December 2012

Warrant #050366 through #050392 in the amount of \$41,773.34 for Payroll

Warrant #050393 through #050396 in the amount of \$19,123.59 for Payroll Benefits

Warrant #050397 through #050451 in the amount of \$185,462.57 for Accounts Payable

Commissioner Tucker moved to approve the warrants as presented.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

VII. STAFF COMMENTS (35:36):

Attorney Lake provided an update on the suit filed by CAICOS; and informed an extension was filed on the Kah Tai property as closing is not totally finished.

She added that Goodstein Law Group has hired a new attorney with over 30 years of experience – Richard Sanders, a former WA Supreme Court Judge.

Mr. Pivarnik informed the WSU lease is prepared and in the County's hands for final approval.

Mr. Pivarnik explained that pursuant to a request from a hangar tenant at JCIA, he and Terry Khile re-measured the Port-owned hangars. This tenant has concerns as to equity of lease terms.

Mr. Pivarnik informed that this afternoon he received a verbal agreement from Fish & Wildlife to lease the Administration Building, effective September 1, 2013. He expects to have the signed lease around February 5, 2013, which would be submitted to the Commission for signatures at the February 13, 2013 Commission meeting.

Finally, Mr. Pivarnik stated he has applied for demo permits for the Marine Exchange Building. He passed out conceptual drawings for a new administration building.

Mr. Crockett explained he would be attending three meetings tomorrow: the PRTPO in Blyn and the PDD and RC&D meetings in Sequim.

Mr. Pivarnik informed Commissioner Erickson that he contacted Susan Bauer of the PDD in regards to the possibility of a Federal grant for paved pathways in the Yard.

VIII. PUBLIC COMMENTS:

None

IX. COMMISSIONER COMMENTS (49:01):

Commissioner Tucker spoke of a Jefferson County Energy Lunch meeting that he and Mr. Crockett attended, where reps from the agricultural industry spoke. Commissioner Tucker would like the Commission and staff to begin thinking of infrastructure at the airport Industrial Park for possible future facilities such as a commercial kitchen, a cannery, cold storage, etc. to work towards economic development for the ag industry.

Commissioner Erickson advised he would be attending the PDD meeting in Sequim as well tomorrow.

X. NEXT MEETING/WORKSHOP: Next regular meeting will be held Wednesday, February 13, 2013 at 1:00 PM, with a Public Workshop preceding at 9:30 AM, in the Port Administration Building Conference Room, 375 Hudson St, Port Townsend.

XI. EXECUTIVE SESSION:

The regular session recessed into Executive Session at 7:21 PM to discuss the Executive Director's Annual Review, Pursuant to RCW 42.30.110(g), Commission only, duration of 30 minutes with no action.

XII: RECONVENING AND ADJOURNMENT OF REGULAR MEETING:

The regular meeting reconvened and adjourned at 7:51 PM, there being no further business to come before the Commission.

ATTEST:

David H. Thompson, Secretary

Leif W. Erickson, President

Stephen R. Tucker, Vice President

BOATHAVEN OPERATIONS REPORT/MOORAGE

MONTH: JAN 2012

DATE: 2/6/2013

MONTHLY PERMS: 353

MONTHLY GUESTS: 22

# OF SLIPS BY SIZE	OCCUPIED	empty	% occ.
25' 35	32	3	91%
27' 11	10	1	91%
30' 105	102	3	97%
35' 24	24	0	100%
40' 44	42	2	95%
45' 41	41	0	100%
50' 32	30	2	94%
OVER 52' 7	7	0	100%
TOTAL: 299	286	11	AVG: 96%

LINEAR SPACE/FT	OCCUPIED	% OCCUPIED
COMMERCIAL 365	325	89%
RECREATIONAL 1986	1911	96%
LIMITED ACC. 1455	1424	98%
TOTAL: 3806	3660	146 AVG: 96%

	CURR	PREV	YTD
NIGHTLY GUESTS:	89		89
CREDIT SYSTEM:	21		21
TEMP TIE UP:	0		0
FREE NIGHTS:	0		0
PTYC:	1		1
RAMP/DAILY:	21		21
RAMP/ANNUAL:	47		47

WAIT LISTS	
25' PLEA:	3
27' PLEA:	2
30' PLEA:	31
35' PLEA:	25
40' PLEA:	38
45' PLEA:	13
50' PLEA:	16
OVER 52':	10
OVERWID	0
30' COMM.	0
40' COMM.	0
50' COMM.	1

TOTAL OCCUPANCY %: 95%

DATE: 2/6/2013

STORAGE OPERATIONS REPORT

	2010	2011	2012	2013	2010 YEAR TO DATE	2011 YEAR TO DATE	2012 YEAR TO DATE	2013 YEAR TO DATE	REMARKS
HAUL-OUT									
BOAT YARD - OUT	27	17	18	26					
BOAT YARD - IN	29	14	11	21					
67% RE-BLOCK	3	6	0	4					
40% INSPECTION	1	5	2	2					
OTHER	2	7	1	1					
SUB TOTAL	62	49	32	54					
SHIP - OUT									
SHIP - OUT	3	9	10	9					
SHIP - IN	5	2	1	6					
SHIP - RE-BLOCK	0	1	2	0					
SHIP - INSPECTION	0	0	0	1					
SHIP - OTHER	0	1	1	0					
SUB TOTAL	8	12	14	17					
TOTAL	70	61	56	71					

STORAGE

OFF PORT PROPERTY
GOLD STAR - 10
STEPHENS MARINE - 1
FREYJA - 2
PT CO-OP - 7
HAVEN - 3
TBM - SMALL - 5
TBM - SHIP - 2

PTBH - START	85	84	57	66
PTBH - END	82	89	61	63
PTBH-O.P.P.	26	21	23	28
SHIP-START	11	13	14	13
SHIP-END	11	20	23	16
SHIP-O.P.P.	0	0	3	2
PERM/FREE	19	0	0	0
FREE DAYS	19	2	14	12

PERMS
PAID R/T

PTBH lineal feet	3396	3209	2556	2725
SHIP lineal feet	881	1372	1704	1236
Longterm Storage	33	30	24	24
LONGTERM linear	1221	1134	924	897

BOATS

JCIA OPERATIONS REPORT

HANGERS	10	11	13	13
TIE DN - PAVED	3	2	2	2
TIE DN - GRASS	0	0	0	0
TIE DN - NIGHTLY	0	3	2	0
W/L - HANGERS	2	0	0	0

Port of Port Townsend

POINT HUDSON MARINA & RV PARK

MONTHLY OCCUPANCY REPORT

2013

& 5 YEAR COMPARISON

MARINA NIGHTLY GUEST NIGHTS

	2008		2009		2010		2011		2012		2013		
	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	
JAN	51	51	43	43	63	63	32	32	28	28	58	58	JAN
FEB	126	177	121	164	101	164	77	109	96	124			FEB
MAR	128	305	60	224	106	270	178	287	73	197			MAR
APRIL	261	566	241	465	199	469	180	467	240	437			APRIL
MAY	614	1180	534	999	616	1085	618	1085	541	978			MAY
JUNE	759	1939	654	1653	601	1686	582	1667	749	1727			JUNE
JULY	1217	3156	1293	2946	1170	2856	1079	2746	1035	2762			JULY
AUG	1289	4445	1285	4231	1255	4111	1131	3877	1178	3940			AUG
SEPT	884	5329	920	5151	1008	5119	838	4715	831	4771			SEPT
OCT	237	5566	145	5296	130	5249	154	4869	175	4946			OCT
NOV	91	5657	73	5369	57	5306	58	4927	86	5032			NOV
DEC	30	5687	61	5430	34	5340	54	4981	65	5097			DEC

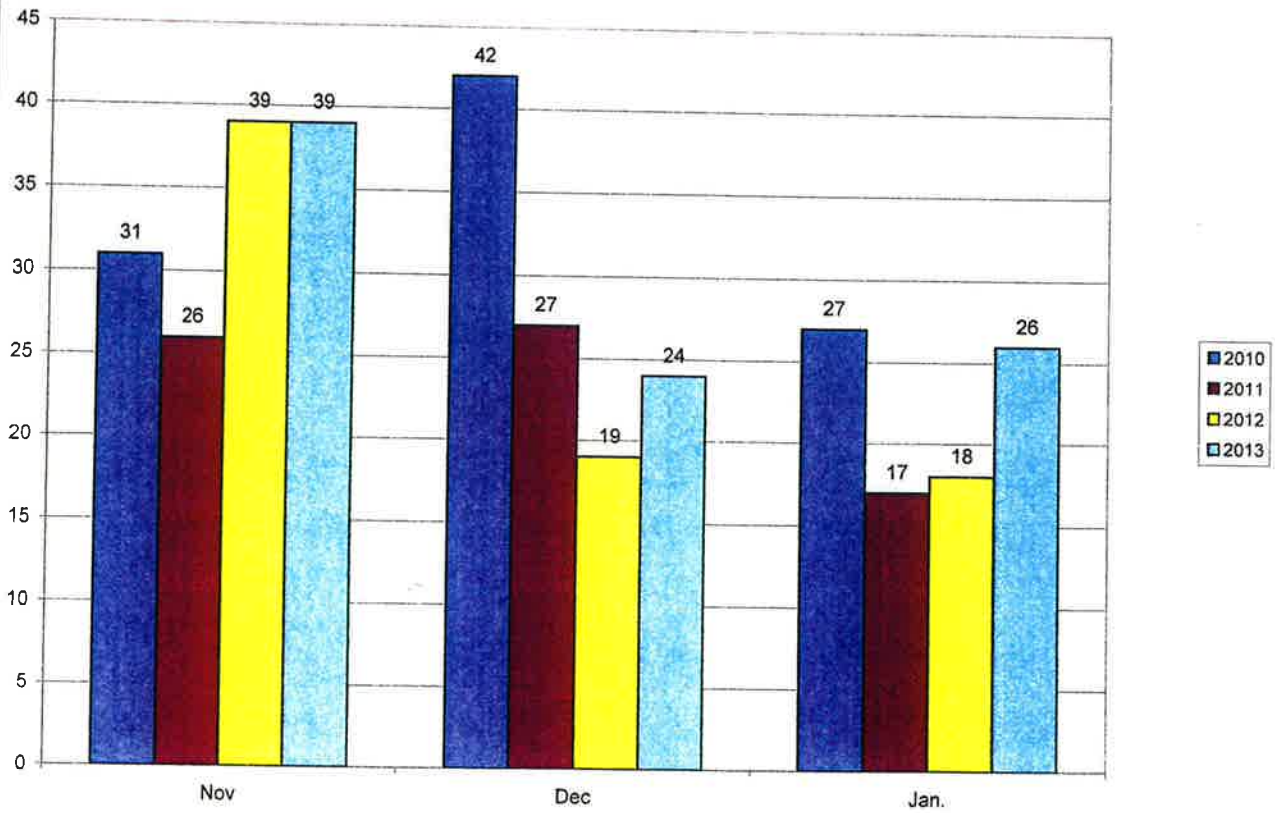
RV NIGHTLY GUEST NIGHTS

	2008		2009		2010		2011		2012		2013		
	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	
JAN	85	85	136	136	175	175	173	173	176	176	180	180	JAN
FEB	195	280	163	299	286	461	214	387	221	397			FEB
MAR	188	468	186	485	338	799	239	626	229	626			MAR
APRIL	312	780	412	897	403	1202	341	967	445	1071			APRIL
MAY	537	1317	400	1297	628	1830	717	1684	638	1709			MAY
JUNE	490	1807	584	1881	654	2484	713	2397	645	2354			JUNE
JULY	1046	2853	1234	3115	1256	3740	1215	3612	1247	3601			JULY
AUG	1004	3857	1236	4351	1228	4968	1257	4869	1300	4901			AUG
SEPT	833	4690	1050	5401	1051	6019	1062	5931	1076	5977			SEPT
OCT	459	5149	493	5894	501	6520	501	6432	580	6557			OCT
NOV	240	5389	235	6129	241	6761	258	6690	290	6847			NOV
DEC	63	5452	195	6324	157	6918	176	6866	246	7093			DEC

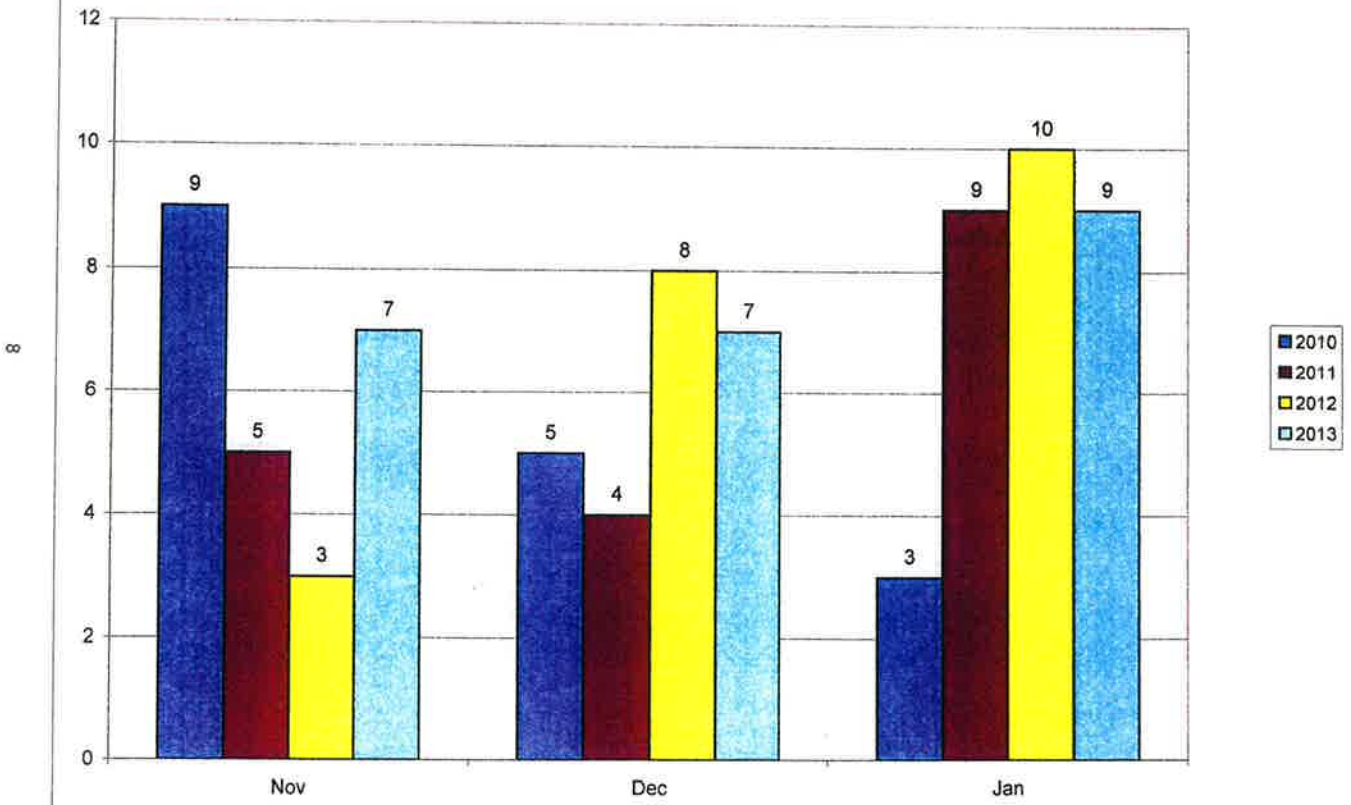
PERMANENT & SEASONAL TENANT SUMMARY

	AVAIL/GOAL	OCCUPIED	%
LTD ACCESS MOORAGE	40 SLIPS	22	55%
COMMERCIAL MOORAGE	850 FEET	846	100%
SEASONAL MOORAGE	32 SLIPS	24	75%
SEASONAL RV'S	10 SITES	8	80%

Round Trip Haul Outs 70/75 T



Round Trip Hoists 300 Ton



PORT OF PORT TOWNSEND

MEETING OF: February 13, 2013

AGENDA ITEM: V. Old Business
A. WSU Extension – Cupola House Lease

BACKGROUND:

During the Commission's December 12, 2012 meeting staff apprised you of the potential lease of the Cupola House at Point Hudson by Washington State University (WSU) Extension. Staff has worked WSU Extension staff to prepare the lease presented. The salient terms of the proposed lease are as follows:

- A five (5) year lease term with two five (5) year options, commencing March 1st;
- A monthly rental rate of \$1,700; and
- Port to install a central heating system and replace bathroom fixtures prior to occupancy.

In most other material respects the lease follows the Port's standard form. The lease was reviewed by County staff (Philip Morley and David Alvarez) and approved by the Jefferson County Commissioners on Monday, February 4th.

Executive Director's Recommendation:

Approve the Port/WSU Extension Lease Agreement.

PORT OF PORT TOWNSEND

MEETING OF: February 13, 2013

AGENDA ITEM: V. Old Business
B. Legislative Update – HB 1366 & HB 1245

BACKGROUND:

The Executive Director will provide an update on HB 1366 (Marine Tourism) and HB 1245 (Derelict Vessels).

Executive Director's Recommendation:

For information only.

PORT OF PORT TOWNSEND

MEETING OF: February 13, 2013

AGENDA ITEM: VI. New Business
A. Quarterly Associate Development Organization
(ADO) Report – Team Jefferson

BACKGROUND:

In January of 2012, the Port and the Economic Development Council of Jefferson County ("Team Jefferson") entered into a professional services agreement for the provision of economic development services. The period of the agreement was January 1, 2012 to December 31, 2012.

Team Jefferson, which is designated as Jefferson County's Associated Development Organization (ADO) under RCW 43.330, has concentrated its efforts upon fulfilling its core mission as an information and technical assistance center and by providing direct business assistance to current and potential businesses looking to expand existing operations in Jefferson County, or relocate to Jefferson County.

Under the terms of the agreement, Team Jefferson is to provide annual quantitative information on program outcomes, including:

- The number of workers trained;
- The number and types of businesses that are served; and
- Any other tangible benefits realized by the Port, workers, businesses and the public, as required by RCW 53.08.245.¹

Previously, and consistent with the adopted Scope of Services, Team Jefferson has made quarterly presentations to the Port, County and community business leaders at its offices located 2410 Washington Street. On this occasion, EDC Director Peter Quinn is presenting a report that is more specifically tailored to the interests and concerns of the Port of Port Townsend – and is doing so at a regular meeting of the Port Commission.

Action Requested:

No action is requested or necessary at this time. The report is informational, and intended to describe program outcomes and the tangible benefits provided by the EDC to the Port and community as a whole.

¹ RCW 53.08.245 authorizes ports to contract with nonprofit corporations in furtherance of job training and education programs relating to economic development. Economic development programs include programs for job training and placement, pre-apprenticeship training or educational programs associated with port tenants, customers, and local economic development related to port activities.



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WARRANT APPROVAL

We, the undersigned, as Commissioners and Auditing Officer of the Port of Port Townsend, in Jefferson County, Washington, do hereby certify under penalty of perjury that the materials have been furnished, the labor performed and the services provided, as described herein, and that the claims are just and unpaid obligations of the Port of Port Townsend, and that these claims, in Warrant No. 050452 through No. 050481 are approved for payment in the amount of \$45,389.49 on this 13th day of February, 2013.

For: **January 16-31, 2013 Payroll**

Commissioner Leif W. Erickson

Commissioner Stephen R. Tucker

Commissioner David H. Thompson

Amy Khile, Director of Finance
and Administration

BANK CODE: W- WARRANTS PAYABLE

CHECK NUMBER	CHECK DATE	EMPLOYEE NUMBER	# NAME	CHECK AMOUNT	GROSS EARNINGS	FED W/H	FICA W/H	MEDICARE W/H	STATE W/H	OTHER TAX	OTHER DED
050452	01/31/13	00-AAS001	1 Aase, Larry M								
				2,498.36	3,349.44	191.03	200.58	46.91	.00	.00	412.56
050453	01/31/13	00-BEY001	1 Beytebiere, Rhonda K								
				1,370.20	2,074.56	266.22	119.74	28.00	.00	.00	290.40
050454	01/31/13	00-COU001	1 Counsellor, Shannon K.								
				1,312.23	1,980.49	243.86	113.93	26.64	.00	.00	283.83
050455	01/31/13	00-CRO001	1 Crockett, Lawrence C								
				3,029.98	4,691.45	1,042.71	290.87	68.03	.00	.00	259.86
050456	01/31/13	00-DEE001	1 Deen,II, James								
				915.60	1,987.20	246.39	116.12	27.16	.00	.00	681.93
050457	01/31/13	00-ERI001	1 Erickson, Leif W.								
				669.70	824.00	91.26	51.09	11.95	.00	.00	.00
050458	01/31/13	00-FAU001	1 Fauls, Charles								
				1,470.35	2,074.56	190.55	121.54	28.42	.00	.00	263.70
050459	01/31/13	00-FRE001	1 French, Jean								
				1,471.04	2,196.48	302.58	135.31	31.65	.00	.00	255.90
050460	01/31/13	00-GAY001	1 Gay, James M.								
				1,218.89	1,588.80	24.25	91.42	21.38	.00	.00	232.86
050461	01/31/13	00-GRE001	1 Green, John R.								
				1,390.01	2,127.36	275.07	124.81	29.19	.00	.00	308.28
050462	01/31/13	00-HAW001	1 Hawley, Kathleen J.								
				1,698.83	2,738.88	357.16	167.46	39.16	.00	.00	476.27
050463	01/31/13	00-HAY001	1 Hayes, Julie								
				1,023.49	1,451.88	101.48	82.93	19.40	.00	.00	224.58
050464	01/31/13	00-JOH003	1 Johnson, David K.								
				1,833.95	2,809.93	265.74	167.13	39.09	.00	.00	504.02
050465	01/31/13	00-KEE001	1 Keena, Travis								
				1,347.18	2,053.06	291.50	120.21	28.11	.00	.00	266.06
050466	01/31/13	00-KHI002	1 Khile, Amy J.								
				2,549.29	3,612.50	397.67	223.98	52.38	.00	.00	389.18
050467	01/31/13	00-KHI003	1 Khile, Terry L								
				1,592.56	2,514.20	245.94	148.80	34.80	.00	.00	492.10
050468	01/31/13	00-LOC001	1 Lockhart, Douglas D								
				1,535.02	3,063.37	315.09	181.03	42.34	.00	.00	989.89
050469	01/31/13	00-NEL001	1 Nelson, Susan M								
				1,678.79	2,341.31	259.51	145.16	33.95	.00	.00	223.90
050470	01/31/13	00-NEL002	1 Nelson, Timothy A.								
				1,206.02	1,828.80	167.55	101.00	23.62	.00	.00	330.61
050471	01/31/13	00-PAR001	1 Parrish, Harlan								
				1,332.63	1,786.65	157.34	106.98	25.02	.00	.00	164.68
050472	01/31/13	00-PIV001	1 Pivarnik, James M								
				2,613.37	3,879.19	724.20	238.51	55.78	.00	.00	247.33
050473	01/31/13	00-QUA001	1 Quandt, Timothy								
				1,140.25	1,692.48	192.62	97.85	22.88	.00	.00	238.88
050474	01/31/13	00-RUB001	1 Ruby, Tami G								
				1,985.28	2,954.88	294.12	174.30	40.76	.00	.00	460.42
050475	01/31/13	00-SMI002	1 Smith, Sean C.								
				1,487.84	2,262.72	310.77	131.33	30.71	.00	.00	302.07
050476	01/31/13	00-SNO001	1 Snodgrass, Laura L.								
				1,156.62	1,682.88	166.87	97.26	22.75	.00	.00	239.38
050477	01/31/13	00-STA001	1 Stark, Craig								
				1,506.97	2,304.00	325.19	135.03	31.58	.00	.00	305.23
050478	01/31/13	00-THO002	1 Thompson, David H.								
				376.78	408.00	.00	25.30	5.92	.00	.00	.00
050479	01/31/13	00-TOE001	1 Toews, Eric R.								
				1,230.97	1,479.00	132.79	91.70	21.45	.00	.00	2.09
050480	01/31/13	00-TUC001	1 Tucker, Stephen R.								
				760.96	824.00	.00	51.09	11.95	.00	.00	.00
050481	01/31/13	00-WIL001	1 Wiles, Shawn E								
				1,986.33	2,886.75	317.72	171.90	40.20	.00	.00	370.60
BANK CODE W TOTAL -			MANUAL:	0	.00	.00	.00	.00	.00	.00	.00
			PRINTED:	30	45,389.49	67,468.82	7,897.18	4,024.36	941.18	.00	9,216.61
			DIRECT DEPOSIT:	0	.00						
			TOTAL:	30	45,389.49	67,468.82	7,897.18	4,024.36	941.18	.00	9,216.61
REPORT TOTAL -			MANUAL:	0	.00	.00	.00	.00	.00	.00	.00
			PRINTED:	30	45,389.49	67,468.82	7,897.18	4,024.36	941.18	.00	9,216.61
			DIRECT DEPOSIT:	0	.00						
			TOTAL:	30	45,389.49	67,468.82	7,897.18	4,024.36	941.18	.00	9,216.61



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Administration: (360) 385-0656

Operations: (360) 385-2355

Fax: (360) 385-3988

WARRANT APPROVAL

We, the undersigned, as Commissioners and Auditing Officer of the Port of Port Townsend, in Jefferson County, Washington, do hereby certify under penalty of perjury that the materials have been furnished, the labor performed and the services provided, as described herein, and that the claims are just and unpaid obligations of the Port of Port Townsend, and that these claims, in Warrant No. 050482 through No. 050491 are approved for payment in the amount of \$73784.53 on this 13th day of February, 2013.

For: **Payroll Benefits and
Accounts Payable**

Commissioner Leif W. Erickson

Commissioner Stephen R. Tucker

Commissioner David H. Thompson

Amy Khile, Director of Finance
and Administration

Bank Code: W - WARRANTS PAYABLE								
Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
050482	2/1/2013	AFL010	AFLAC					Check Entry Number: 001
			192505	1/31/2013	823.38	0.00	823.38	Check Entry Number: 001
050483	2/1/2013	BAN001	Bank Of America					Check Entry Number: 001
			1/31/13PTX	1/31/2013	17,828.26	0.00	17,828.26	Check Entry Number: 001
050484	2/1/2013	KOR050	Kord Information Systems					Check Entry Number: 001
			MARINA	2/1/2013	1,970.00	0.00	1,970.00	Check Entry Number: 001
050485	2/1/2013	NOR020	Northwest Administrators, Inc.					Check Entry Number: 001
			2/13THTC	2/1/2013	22,330.70	0.00	22,330.70	Check Entry Number: 001
050486	2/1/2013	PEJ001	Peninsula Credit Union					Check Entry Number: 001
			1/31/13CU	1/31/2013	1,180.00	0.00	1,180.00	Check Entry Number: 001
050487	2/1/2013	SPE010	James Speer					Check Entry Number: 001
			1/31/13	1/31/2013	250.00	0.00	250.00	Check Entry Number: 001
050488	2/1/2013	TEA001	Teamsters Local 589					Check Entry Number: 001
			1/13DUES	1/31/2013	1,012.00	0.00	1,012.00	Check Entry Number: 001
050489	2/1/2013	WA0302	State of Washington					Check Entry Number: 001
			1/31/13DC	1/31/2013	1,175.00	0.00	1,175.00	Check Entry Number: 001
050490	2/1/2013	WA0801	State of Washington					Check Entry Number: 001
			2/13HTC	2/1/2013	12,160.28	0.00	12,160.28	Check Entry Number: 001
050491	2/1/2013	WA1801	State of Washington					Check Entry Number: 001
			1/13RETIRE	1/31/2013	15,054.91	0.00	15,054.91	Check Entry Number: 001
			Report Total:		73,784.53	0.00	73,784.53	



P.O. Box 1180 • Port Townsend, Washington 98368-4624

Administration: (360) 385-0656

Operations: (360) 385-2355

Fax: (360) 385-3988

WARRANT APPROVAL

We, the undersigned, as Commissioners and Auditing Officer of the Port of Port Townsend, in Jefferson County, Washington, do hereby certify under penalty of perjury that the materials have been furnished, the labor performed and the services provided, as described herein, and that the claims are just and unpaid obligations of the Port of Port Townsend, and that these claims, in Warrant No. 050492 through No. 050558 are approved for payment in the amount of \$57,835.55 on this 13th day of February, 2013.

For: **Accounts Payable**

Commissioner Leif W. Erickson

Commissioner Stephen R. Tucker

Commissioner David H. Thompson

Amy Khile, Director of Finance
and Administration

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
050492	2/13/2013	ADM002	Admiral Ship Supply Inc. 435353	1/31/2013	51.26	0.00	51.26
							Check Entry Number: 001
050493	2/13/2013	AND060	James Anderson REF10487	1/31/2013	19.00	0.00	19.00
							Check Entry Number: 001
050494	2/13/2013	BER001	Berry Hill Networking 4147	1/20/2013	294.30	0.00	294.30
			4157	1/25/2013	501.40	0.00	501.40
Check 050494 Total:					795.70	0.00	795.70
							Check Entry Number: 001
050495	2/13/2013	CAN001	Canon Financial Services Inc. 12490363	1/22/2013	222.63	0.00	222.63
							Check Entry Number: 001
050496	2/13/2013	CAR001	Carl's Building Supply 10548129	1/18/2013	67.56	0.00	67.56
			10548267	1/22/2013	18.74	0.00	18.74
			10548476	1/24/2013	506.60	0.00	506.60
Check 050496 Total:					592.90	0.00	592.90
							Check Entry Number: 001
050497	2/13/2013	GEN040	CENTURYLINK 1245969529	1/19/2013	1,811.15	0.00	1,811.15
							Check Entry Number: 001
050498	2/13/2013	CIT001	City Of Port Townsend 1/13UTILIT	1/31/2013	7,537.35	0.00	7,537.35
							Check Entry Number: 001
050499	2/13/2013	CIT010	City of Port Townsend 2304	2/6/2013	110.00	0.00	110.00
							Check Entry Number: 001
050500	2/13/2013	CRO001	Lawrence C Crockett JAN13/EXP	1/31/2013	90.09	0.00	90.09
							Check Entry Number: 001
050501	2/13/2013	DEX010	DexMedia West 2013ADVERT	1/19/2013	1,025.16	0.00	1,025.16
							Check Entry Number: 001
050502	2/13/2013	DLL010	D L Logos 15	1/24/2013	35.43	0.00	35.43
							Check Entry Number: 001
050503	2/13/2013	DMD005	DM Disposal Co. Inc. 3124576	1/31/2013	46.80	0.00	46.80
							Check Entry Number: 001
050504	2/13/2013	EDE005	Edensaw Woods, LTD 218113001	1/28/2013	30.66	0.00	30.66
			218354001	1/30/2013	184.32	0.00	184.32
Check 050504 Total:					214.98	0.00	214.98
							Check Entry Number: 001
050505	2/13/2013	EDS030	Edson International 6578590	1/31/2013	213.53	0.00	213.53
							Check Entry Number: 001
050506	2/13/2013	ERI030	Leif W. Erickson JAN13/EXP	1/31/2013	206.79	0.00	206.79
							Check Entry Number: 001
050507	2/13/2013	FAM001	Ferguson Enterprises #3007 2534355	1/29/2013	1,063.11	0.00	1,063.11
							Check Entry Number: 001
050508	2/13/2013	FER001	Ferrellgas 1074440872	1/14/2013	262.59	0.00	262.59
			1074661789	1/24/2013	205.43	0.00	205.43
			RNT4805853	1/25/2013	70.85	0.00	70.85
Check 050508 Total:					538.87	0.00	538.87
							Check Entry Number: 001
050509	2/13/2013	GLO003	Global Diving & Salvage 121164	1/18/2013	444.72	0.00	444.72
							Check Entry Number: 001
050510	2/13/2013	GOO002	Good Man Inc. 73480	1/31/2013	547.96	0.00	547.96
							Check Entry Number: 001
050511	2/13/2013	GOO020	Goodstein Law Group 1020132	1/31/2013	315.60	0.00	315.60
			120132	1/31/2013	2,402.80	0.00	2,402.80
			820131	1/31/2013	981.80	0.00	981.80
Check 050511 Total:					3,700.20	0.00	3,700.20
							Check Entry Number: 001
050512	2/13/2013	HAD001	Hadlock Building Supply 1007230	1/17/2013	37.90	0.00	37.90
			1008275	1/29/2013	12.64	0.00	12.64
			1008427	1/31/2013	306.05	0.00	306.05
Check 050512 Total:					356.59	0.00	356.59
							Check Entry Number: 001
050513	2/13/2013	HAN001	Hanson Electric 112161	12/20/2012	704.90	0.00	704.90
			113105	1/25/2013	453.11	0.00	453.11
Check 050513 Total:					1,158.01	0.00	1,158.01
							Check Entry Number: 001
050514	2/13/2013	HAW001	Kathleen Hawley JAN13/EXP	1/31/2013	49.16	0.00	49.16
							Check Entry Number: 001
050515	2/13/2013	HEN002	Henery Hardware 468957	1/17/2013	18.67	0.00	18.67
			468967	1/17/2013	381.47	0.00	381.47
			469266	1/22/2013	38.46	0.00	38.46
			469313	1/23/2013	44.65	0.00	44.65
			469411	1/24/2013	26.12	0.00	26.12
			469442	1/24/2013	20.68	0.00	20.68
			469448	1/24/2013	12.96	0.00	12.96
			469537	1/25/2013	95.91	0.00	95.91
			469756	1/29/2013	37.21	0.00	37.21
			469770	1/29/2013	52.28	0.00	52.28
			469948	1/31/2013	43.59	0.00	43.59
Check 050515 Total:					772.00	0.00	772.00
							Check Entry Number: 001
050516	2/13/2013	HEN006	Quilcene Henery's Hardware 351660	12/29/2012	1.73	0.00	1.73
			352984	1/18/2013	6.08	0.00	6.08
			352986	1/18/2013	7.83	0.00	7.83

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
Check 050516 Total:					15.64	0.00	15.64
050517	2/13/2013	HIL010	M. W. Hillman Consulting 1/13PROJ	1/31/2013	807.50	0.00	807.50
							Check Entry Number: 001
050518	2/13/2013	HOL050	Kenneth Holman REF24227	1/31/2013	60.00	0.00	60.00
							Check Entry Number: 001
050519	2/13/2013	ICS001	ICS Support, Inc. 0047675	1/31/2013	236.30	0.00	236.30
							Check Entry Number: 001
050520	2/13/2013	JC0003	Jefferson County - Public Work 1/13LANDFI	1/31/2013	483.18	0.00	483.18
							Check Entry Number: 001
050521	2/13/2013	JEF100	Jefferson Solar Group #1	1/31/2013	1,538.24	0.00	1,538.24
							Check Entry Number: 001
050522	2/13/2013	KHI001	Terry Khile JAN13/EXP	1/31/2013	483.41	0.00	483.41
							Check Entry Number: 001
050523	2/13/2013	LEM040	Lemay Mobile Shredding 3543025	1/31/2013	74.00	0.00	74.00
							Check Entry Number: 001
050524	2/13/2013	MCK050	Rod McKenzie or 43956REF	1/31/2013	50.00	0.00	50.00
							Check Entry Number: 001
050525	2/13/2013	MUR002	Murrey's Disposal Co. Inc. 3104364	1/31/2013	31.47	0.00	31.47
					3104443	1/31/2013	87.49
					3104532	1/31/2013	225.83
Check 050525 Total:					344.79	0.00	344.79
050526	2/13/2013	NOP005	North Olympic Peninsula RC & D 202	1/15/2013	500.00	0.00	500.00
							Check Entry Number: 001
050527	2/13/2013	NOR018	Northwest Asbestos Consultants DEMOLITION	1/25/2013	330.00	0.00	330.00
							Check Entry Number: 001
050528	2/13/2013	OLY001	Olympic Equipment Rentals Inc 4478	12/27/2012	65.40	0.00	65.40
							Check Entry Number: 001
050529	2/13/2013	OLY002	AmSan 280738972	1/16/2013	557.70	0.00	557.70
					280738980	1/16/2013	333.33
					281156414	1/23/2013	11.41
					281156422	1/23/2013	290.13
					281156430	1/23/2013	181.87
					281504597	1/29/2013	500.41
Check 050529 Total:					1,874.85	0.00	1,874.85
050530	2/13/2013	OLY003	Olympic Springs, Inc. 242095	1/15/2013	15.00	0.00	15.00
					242655	1/31/2013	10.85
					242766	1/31/2013	10.85
Check 050530 Total:					36.70	0.00	36.70
050531	2/13/2013	PAC004	Pacific Office Equipment Co 895851	1/31/2013	54.50	0.00	54.50
					895852	1/31/2013	32.70
					895853	1/31/2013	0.47
					895854	1/31/2013	13.76
					895855	1/31/2013	101.66
Check 050531 Total:					203.09	0.00	203.09
050532	2/13/2013	PEN004	Peninsula Floors & Furnishings 11597	1/29/2013	81.77	0.00	81.77
							Check Entry Number: 001
050533	2/13/2013	PEN030	Peninsula Paint Co. F88979	1/16/2013	170.47	0.00	170.47
					F89033	1/17/2013	240.66
					F89160	1/22/2013	327.46
					F89198	1/23/2013	27.89
					F89260	1/24/2013	53.16
Check 050533 Total:					819.64	0.00	819.64
050534	2/13/2013	PET003	Pettit Oil Co. 0406337	12/28/2012	4,070.48	0.00	4,070.48
							Check Entry Number: 001
050535	2/13/2013	PIT001	Pitney Bowes Global Fin. Svcs. 7064967DC1	12/31/2012	60.42	0.00	60.42
							Check Entry Number: 001
050536	2/13/2013	POR001	Auditor's Revolving Fund 1/13REIMB	1/31/2013	562.80	0.00	562.80
							Check Entry Number: 001
050537	2/13/2013	POR005	Port Townsend Leader 112262	1/30/2013	132.00	0.00	132.00
					112263	1/23/2013	132.00
					112266	1/30/2013	132.00
Check 050537 Total:					396.00	0.00	396.00
050538	2/13/2013	PUD001	Pud District #1 1/13IRRIGA	1/25/2013	21.25	0.00	21.25
					1/13JCIA	1/25/2013	21.25
					1/13QUIL	1/25/2013	450.00
Check 050538 Total:					492.50	0.00	492.50
050539	2/13/2013	PUG001	Puget Sound Energy 1/13ELECT	1/31/2013	4,715.23	0.00	4,715.23
							Check Entry Number: 001
050540	2/13/2013	QUI001	Quill Corporation 8643235	1/15/2013	269.58	0.00	269.58
					9023672	1/29/2013	123.97
Check 050540 Total:					393.55	0.00	393.55
050541	2/13/2013	SAF001	Safeway, Inc.				
							Check Entry Number: 001

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			1/13MAINT	1/31/2013	812.74	0.00	812.74
			1/13SEC	1/31/2013	108.69	0.00	108.69
			1/13SHIP	1/31/2013	50.56	0.00	50.56
			1/13YARD	1/31/2013	218.20	0.00	218.20
			Check 050541 Total:		1,190.19	0.00	1,190.19
050542	2/13/2013	SCF020	S C Fuels				Check Entry Number: 002
			494	1/19/2013	1,703.53	0.00	1,703.53
050543	2/13/2013	SCF020					Check Entry Number: 003
			495	1/19/2013	2,844.72	0.00	2,844.72
050544	2/13/2013	SCH001	Les Schwab Tires				Check Entry Number: 001
			26108	1/17/2013	24.59	0.00	24.59
			27436	1/31/2013	368.76	0.00	368.76
			Check 050544 Total:		393.35	0.00	393.35
050545	2/13/2013	SEC010	Security Services				Check Entry Number: 001
			80932	2/1/2013	164.00	0.00	164.00
050546	2/13/2013	SHO010	Shold Excavating Inc				Check Entry Number: 001
			25245	1/24/2013	59.44	0.00	59.44
			25287	1/31/2013	123.54	0.00	123.54
			Check 050546 Total:		182.98	0.00	182.98
050547	2/13/2013	SKO000	Skookum Contract Services				Check Entry Number: 001
			9009735	12/31/2012	5,347.06	0.00	5,347.06
050548	2/13/2013	SON050	Sonsray Machinery LLC				Check Entry Number: 001
			E96795	1/23/2013	244.17	0.00	244.17
050549	2/13/2013	SPE001	SOS Printing				Check Entry Number: 001
			46023	1/31/2013	678.26	0.00	678.26
050550	2/13/2013	STA005	Staples Credit Plan				Check Entry Number: 001
			3320121001	1/13/2013	4.65	0.00	4.65
050551	2/13/2013	TER005	Terry's Lock & Safe				Check Entry Number: 001
			012913548	1/30/2013	28.89	0.00	28.89
050552	2/13/2013	TER030	Terrapin Architecture PC				Check Entry Number: 001
			12-243	1/16/2013	296.58	0.00	296.58
			12-251	1/16/2013	3,080.00	0.00	3,080.00
			12-252	1/16/2013	55.00	0.00	55.00
			Check 050552 Total:		3,431.58	0.00	3,431.58
050553	2/13/2013	TUC050	Stephen Tucker				Check Entry Number: 001
			JAN13/EXP	1/31/2013	22.60	0.00	22.60
050554	2/13/2013	TWI001	Twiss Analytical Labs				Check Entry Number: 001
			1357344	1/31/2013	69.00	0.00	69.00
050555	2/13/2013	VER001	Verizon Wireless, Bellevue				Check Entry Number: 001
			1155566889	1/31/2013	207.77	0.00	207.77
050556	2/13/2013	WA0503	State of Washington-Dept.of				Check Entry Number: 001
			2013WAG031	1/15/2013	361.50	0.00	361.50
050557	2/13/2013	WAV040	Wave Broadband				Check Entry Number: 001
			2/13CABLE	2/1/2013	563.34	0.00	563.34
050558	2/13/2013	WES006	Westbay Auto Parts, Inc.				Check Entry Number: 001
			073848	1/25/2013	19.61	0.00	19.61
			074477	1/29/2013	79.47	0.00	79.47
			Check 050558 Total:		99.08	0.00	99.08
			Report Total:		57,835.55	0.00	57,835.55