



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
2nd Monthly Meeting Agenda
Wednesday, February 27, 2013 – 6:30 PM
Commission Building
333 Benedict Street, Port Townsend, WA**

- I. Call to Order / Pledge of Allegiance
- II. Approval of Agenda
- III. Consent Agenda
 - A. Approval of Meeting Minutes – February 13, 2013.....1-2
 - Approval of Public Workshop Minutes – February 13, 2013.....3-4
- IV. Public Comments (not related to agenda)
- V. Old Business
 - A. WA State Department of Fish & Wildlife Lease.....5
 - B. New Administration Building Update.....6
 - C. Commercial Basin Project Update.....7
- VI. New Business
 - A. Puget Sound No Discharge Zone.....8-10
 - B. Approval of Warrants
- VII. Staff Comments
- VIII. Public Comments
- IX. Commissioner Comments
- X. Next Meeting/Workshop: **Wednesday, March 13, 2013. Meeting at 1:00 PM / Public Workshop at 9:30 AM, Commission Building, 333 Benedict 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– February 13, 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
Auditor - Khile
Attorney - Lake
Minutes – Nelson
Excused: Deputy Director - Pivarnik

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Erickson called the meeting to order at 1:00 PM.

II. APPROVAL OF AGENDA:

Mr. Crockett recommended the Commission move New Business, Item A – Quarterly Associate Development Organization (ADO) Report – Team Jefferson to the top of the agenda so that Team Jefferson Director Peter Quinn can make his presentation first.

Commissioner Erickson moved to approve the Agenda as presented, moving New Business, Item A to the top of the agenda.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

VI. NEW BUSINESS:

A. Quarterly Associate Development Organization:

Team Jefferson Director Peter Quinn presented handouts on the Team Jefferson (TJ) update of the past twelve months. The update included Port Impacted Events, including discussions with marine trade businesses; the maritime cluster; shared strategies; Coast Seafood discussions; passenger only ferry assistance; the Northwest Maritime Center; leases; Broadband within the Port; and, the hosting of monthly CEO breakfast meetings.

He added they have worked with the Port Townsend Marine Trades Assoc. to provide scholarships for the cost to attend TJ Business Planning classes. Work continues on the Maritime Cluster report and TJ will lobby for HB 1366, the Marine Tourism bill.

Mr. Crockett asked about other local and state funding that TJ receives. Mr. Quinn replied \$25K worth of support from the County, nothing from the City and funding from the State ends in June of 2013 with future state funding up in the air. TJ will meet at some point with the City to encourage their support.

Mr. Crockett suggest that a future Commission workshop include Team Jefferson to set their focus on what the Port really needs, such as researching grant possibilities for the Airport Industrial Park.

III. CONSENT AGENDA (33:07):

A. Approval of Meeting Minutes – January 23, 2013

B. Operations Reports – January 2013

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. WSU Extension – Cupola House Lease (33:41):

Mr. Crockett reminded that this lease has been discussed at prior meetings. This lease is a five-year with two five-year options, beginning March 1, 2013.

Commissioner Erickson moved to approve the Cupola House lease with WSU Extension.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

B. Legislative Update – HB 1366 and HB 1245 (36:18):

Mr. Crockett informed he was in Olympia a few weeks ago along with other Port Directors and WA Public Ports Association directors, where he testified before the House Finance Committee on HB 1366 – the Derelict Vessel bill. This bill would hold public ports responsible for derelict vessels that come into their port. The Department of Revenue's concerns are loss of revenue to the State if the bill fails to pass. The rewrite of the bill is due out any day.

VI. NEW BUSINESS (cont.):

D. Approval of Warrants (42:15):

Commissioner Tucker read the warrants, as presented:

Warrant #050452 through #050481 in the amount of \$45,389.49 for Payroll

Warrant #050482 through #050491 in the amount of \$73,784.53 for Payroll Benefits and Accounts Payable

Warrant #050492 through #050558 in the amount of \$57,835.55 for Accounts Payable

Commissioner Tucker moved to approve the warrants as presented.

Commissioner Erickson seconded the motion.

Motion carried by unanimous vote.

VII. STAFF COMMENTS (43:17):

Attorney Lake reminded of the “Propeller Club” she belongs to. The Club sponsors the Marine Youth Foundation operated by the Sea Scouts. The Sea Scouts will be bringing a boat to Port Townsend for a haul out and the crew will be here for one week. They are looking for volunteers to help participate in their program while here.

Ms. Khile reported she continues to close out 2012 books. She is also researching finance opportunities for the new administration building.

Mr. Crockett informed that ads are running today in newspapers and on the Port’s website for the Commercial Basin project and the construction of the Administration Building. He also reported that it looks like the newly remodeled Commission building will be ready for the February 27, 2013 meeting.

Ms. Nelson reported that the Request for Bidders on the Commercial Basin project has been posted on the Port web site; however, the Administration Building request for bids has had a delay. We expect to see the drawings by late afternoon Friday and the specs to arrive Tuesday, February 19 at the earliest.

VIII. PUBLIC COMMENTS:

None

IX. COMMISSIONER COMMENTS (48:58):

Commissioner Tucker stated he agrees with Commissioner Thompson that the new Administration Building should include lookout areas for visitors and customers. He would like to see some sort of “widow’s peak” at the top of the building. (Commissioner Thompson would like to see a conference area looking towards the marina.) Commissioner Erickson reminded everyone that we are trying to keep the cost down.

Further discussion ensued on the building plans.

Commissioner Erickson informed that the Peninsula Development District (PDD) might soon introduce a dues structure. Learned at the last PDD meeting, Federal Grant money will require matched funds in the near future.

Commissioner Tucker reminded of the Jefferson Co. Energy Lunch meeting on February 19, 2013. He added this will be a big meeting with reps from PUD and Puget Sound Energy speaking on the power takeover by PUD.

Attorney Lake added this is day one of the Kah Tai trial.

X. NEXT MEETING: Next regular meeting will be held Wednesday, February 27, 2013 at 6:30 PM in the new Commission meeting space, 333 Benedict Street, Port Townsend, WA.

XI. EXECUTIVE SESSION:

The regular session recessed into Executive Session at 2:00 PM to discuss the Executive Director’s Annual Review, Pursuant to RCW 42.30.110(g), Commission and Attorney only, duration of 30 minutes with no action.

XII. RECONVENING AND ADJOURNMENT OF REGULAR MEETING:

The regular meeting reconvened and adjourned at 2:30 PM, there being no further business to come before the Commission.

ATTEST:

Leif W. Erickson, President

David H. Thompson, Secretary

Stephen R. Tucker, Vice President

PORT COMMISSION PUBLIC WORKSHOP – February 13, 2013

The Port of Port Townsend Commission met for the Public Workshop session in the Conference Room, Port Administration Building, 375 Hudson St., Port Townsend, WA

Present: Commissioners –Erickson, Tucker and Thompson
Executive Director – Crockett
Auditor – Khile
Minutes – Nelson

Excused: Deputy Director - Pivarnik

I. CALL TO ORDER:

The Workshop was called to order at 9:30 AM.

II. AGENDA:

Refer to attached Workshop agenda for items discussed.

III. ADJOURNMENT:

The Workshop adjourned at 11:10 AM.

ATTEST:

Leif W. Erickson, President

David H. Thompson, Secretary

Stephen R. Tucker, Vice President

**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.

Note: This is a Public Commission Workshop. The public is invited to attend but no formal comment period is scheduled. The workshop will be followed by the regular Port Commission meeting, which will have a formal public comment period where any topic may be addressed.

PORT OF PORT TOWNSEND

MEETING OF: February 27, 2013

AGENDA ITEM: V. Old Business
A. WA State Department of Fish & Wildlife Lease

BACKGROUND:

Staff has worked with State Fish and Wildlife staff and the Department of Enterprise Services to develop a lease for the Port's current office building. This has been drafted on the form that the State provides and has been approved by the State Attorney General. Although we were able to make some changes to the language the Attorney General's office requires that all leases conform to their standards. This lease has been reviewed by our attorneys as well as Eric Toews. Because this is a relatively short lease period, 5 years, staff feels that this document addresses all of our concerns.

As stated: the term of the agreement is 5 years with the ability to re-negotiate for an additional 5-year term. The lease rate for the offices is \$19.20 per foot which is all inclusive. The monthly rent for the space for the term of the first five years is \$7,708.80.

Executive Director's Recommendation:

Authorize the Executive Director to sign five-year lease with WA State Dept. of Fish and Wildlife.

PORT OF PORT TOWNSEND

MEETING OF: February 27, 2013

AGENDA ITEM: V. Old Business
B. New Administration Building Update

BACKGROUND:

Contractors met for a February 20, 2013 mandatory site walk-through. An update will be provided to the Commission.

Executive Director's Recommendation:

For discussion.

PORT OF PORT TOWNSEND

MEETING OF: February 27, 2013

AGENDA ITEM: V. Old Business
C. Commercial Basin Project Update

BACKGROUND:

Staff will update the Commission on the Commercial Basin project.

Executive Director's Recommendation:

For discussion.

PORT OF PORT TOWNSEND

MEETING OF: February 27, 2013

AGENDA ITEM: VI. New Business
A. Puget Sound No Discharge Zone

BACKGROUND:

Department of Ecology is proposing a Puget Sound-wide no discharge zone for all vessels (see attached). The Port of Port Townsend Executive Director has been asked to attend a meeting on March 4, 2013 to discuss this proposal. Members of the Washington Boating Alliance, Northwest Marine Trades Association and others will meet with DOE representatives.

Does the Port Commission have any thoughts on this proposal that should be articulated at the March 4 meeting?

Executive Director's Recommendation:

For discussion and direction as appropriate.



Water Quality

[Water Quality](#) > [Nonpoint Pollution](#) > [Clean, Green Boating](#) > No Discharge Zone

No Discharge Zone

Boat and Vessel Discharges to Puget Sound

Did you know that on a busy summer weekend over 60,000 people are boating on Puget Sound? These 60,000 people generate millions of gallons of sewage each summer. Fortunately, the majority of Puget Sound boaters take advantage of boat pumpout facilities to dispose of their sewage. In fact, the Washington State Parks Department reported that more than 3.5 million gallons of sewage was pumped from boats in Puget Sound last year. However, many recreational boaters and commercial vessels still discharge untreated or minimally treated sewage into Puget Sound, which is one reason why the Washington State Department of Ecology (Ecology) is evaluating a "No Discharge Zone" or NDZ.

What is a No Discharge Zone or NDZ?

A NDZ is a designated body of water where the discharge of sewage from boats, whether treated or not, is prohibited. Under existing [federal regulations](#), treated sewage may be discharged anywhere in Puget Sound, and untreated sewage may be discharged as long as the boat is more than three miles from shore. If a NDZ is established no boat, whether a freighter, a cruise ship, or a sailboat, could discharge anywhere within the designated NDZ. All boats and vessels would have to store their sewage until they could safely dispose of it at an onshore or mobile pumpout facility, or hold it until it can be discharged in the open ocean beyond 3 miles from shore. The United States [Environmental Protection Agency \(EPA\) Vessel Sewage](#) website has more information on NDZs.

Are there any No Discharge Zones designated in Washington State?

Not currently. Ecology, tasked with protecting and restoring waters of the state, with resource support from Washington Department of Health, Washington State Parks, Puget Sound Partnership, People for Puget Sound, and others, has begun the effort of evaluating whether some or all of Puget Sound should be designated as a NDZ.

Where else have NDZs been established?

There have been 82 NDZs established in the United States since 1972. Most of these are along the Atlantic Coast. A full listing of these NDZs and the basis for their designation is provided on [EPA's NDZ website](#).

Why do we need a NDZ in Puget Sound?

Washington State is committed to protecting the quality of our water and public health. Current regulations aren't doing enough to protect sensitive and important Puget Sound resources. Elevated nutrient and algae concentrations and areas of low dissolved oxygen exist in many parts of Puget Sound that result in water quality standard violations. Unsafe fecal bacteria concentrations have been detected at many Puget Sound beaches and limit recreational shellfish harvesting. Fecal

contamination of Puget Sound also has a major economic impact. For example, last year over 19,000 acres of commercial shellfish harvesting areas were closed or restricted due to fecal contamination. Because boats are mobile, they may discharge sewage anywhere, even directly over shellfish beds or near swimming beaches. The report [Puget Sound Condition, Vessel Sewage Discharge, and the Costs and Benefits of Establishing a NDZ](#) details the need, as well as the cost and benefits of establishing a NDZ in Puget Sound.

Why can't we rely on Marine Sanitation Devices to treat boat waste?

The performance of most commonly used marine sanitation devices (MSDs) is inadequate for treating sewage or for ensuring the protection of Puget Sound. A recent [EPA study](#) documented that fecal bacteria levels in discharge from approved MSDs can be several thousand times higher than Coast Guard standards for MSDs. The MSDs typically only grind up and disinfect the waste, and lack the ability to effectively treat organics, solids, toxics and nutrients. Establishment of an NDZ will ensure that waste discharges from vessels will not continue to contribute to the degradation of Puget Sound.

What steps are needed to get a NDZ established in all or some of Puget Sound?

The first step for establishing a NDZ is to gather information on boater use, the availability of pumpout facilities, and the significance of the resource being protected. This information must meet the 7 requirements to petition EPA for a NDZ, as summarized in the report [No Discharge Zone Petition](#).



[Instructions on using pumpout facilities](#)

[Report pumpout station problems by emailing Washington State Parks](#)

[Resource Manual for Pollution Prevention in Marinas](#)

[Hull Cleaning Advisory](#)

[Department of Ecology boater education news release](#)

[Washington State Parks Boater Education](#)

[Information on Washington State Parks Pumpout Grant program](#)

Where can I find out about available pumpout facilities?

[Pumpout Station Information](#)



We want your input on this project.

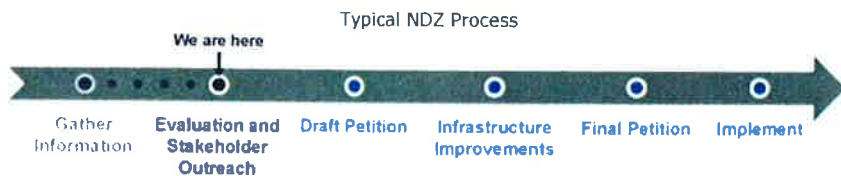
Please contact Amy Jankowiak.

requirements to petition EPA for a NDZ, as summarized in the report [No Discharge Zone Petition Requirements and Petition Research](#) and detailed in the Federal Register: [Clean Water Act Section 312 section \(f\)\(3\)](#). Much of this research has already been done and is summarized in the following reports:

[Puget Sound Condition, Vessel Sewage Discharge, and the Costs and Benefits of Establishing a NDZ](#)

[Puget Sound Vessel Population and Pumpout Facilities](#)

What are the next steps?



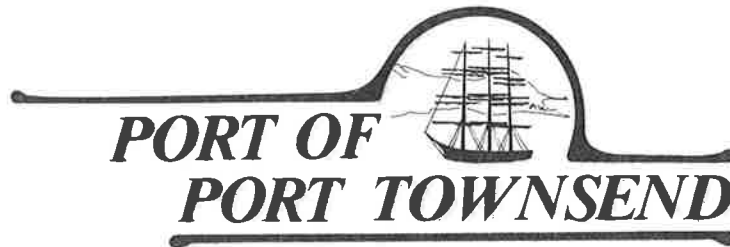
The Department of Ecology is continuing to collect background information to evaluate a NDZ for some or all of Puget Sound. Over the next year they will:

- Refine estimates of the Puget Sound boating population.
- Further assess the availability and convenience of existing pumpout stations and facilities.
- Survey the boater population as to their needs for complying with NDZ regulations.
- Work with commercial vessel owners to better evaluate their needs and concerns.
- Obtain and evaluate stakeholder input.
- Evaluate the boundaries of a potential NDZ.
- Evaluate needed infrastructure improvements.
- Evaluate how to implement the NDZ.

Following the above process, Ecology could work to:

- Draft the Petition for submittal to the EPA.
- Support installation of new pumpouts or upgrading pumpout stations and infrastructure where needed.
- Finalize the petition.
- Implement any NDZ.

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ELECTRONIC DEBIT – Union Bank

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 obligation described below is a just and unpaid obligation of the Port of Port Townsend, and that the Electronic Debit from the Port Checking Account held at Union Bank is approved for payment in the amount of \$3,029.52 on this 27th day of February, 2013.

For: Washington State, Department of Revenue
Combined Excise Tax Return – for January, 2013 in the amount of \$3,029.52

Commissioner Leif W. Erickson

Commissioner Stephen R. Tucker

Commissioner David H. Thompson

Amy Khile, Director of Finance and
Administration



State of Washington
 Department of Revenue
 PO Box 47464
 Olympia, WA 98504-7464

January 2013 Combined Excise Tax Return

**161-000-044
 BOAT HAVEN FUEL DOCK
 PORT OF PORT TOWNSEND**

State Business and Occupation Section

Taxes

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0004	Service and Other Activities; Gambling Contests of Chance (less than \$50,000 a year)	46,997.91	0.00	46,997.91	0.0180	845.96
0002	Retailing	20,368.66	33.75	20,334.91	0.00471	95.78
		67,366.57	33.75	67,332.82		941.74

Deductions

Deduction Code	Tax Classification	Deduction Name	Amount
000205	Retailing	Motor Vehicle Fuel Tax	33.75
			33.75

State Sales and Use Section

Taxes

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0001	Retail Sales	20,368.66	367.32	20,001.34	0.0650	1,300.09
0005	Use Tax	1,038.00	0.00	1,038.00	0.0650	67.47
		21,406.66	367.32	21,039.34		1,367.56

Deductions

Deduction Code	Tax Classification	Deduction Name	Amount
000119	Retail Sales	Motor Vehicle Fuel Sales	367.32
			367.32

Local Sales Section

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0045	1600	JEFFERSON COUNTY	816.00	0.0250	20.40
0045	1601	PORT TOWNSEND	19,185.34	0.0250	479.63
			20,001.34		500.03

Local Use Section

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0046	1601	PORT TOWNSEND	1,038.00	0.0250	25.95
			1,038.00		25.95

**Lodging Section
Transient Rental Income Information**

Line Code	Location Code	Location Name	Income
0047	1601	PORT TOWNSEND	5,189.18
			5,189.18

Special Hotel/Motel Tax

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0070	1601	PORT TOWNSEND	5,189.18	0.0200	103.78
			5,189.18		103.78

Public Utilities Section

Taxes

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0060	Water Distribution	523.22	0.00	523.22	0.05029	26.31
0013	Other Public Service Business	3,330.89	0.00	3,330.89	0.01926	64.15
		3,854.11	0.00	3,854.11		90.46

Summary Section

State Business and Occupation Tax Total	941.74
State Sales and Use Tax Total	1,367.56
Local and Regional Tax Total	525.98
Lodging Tax Total	103.78
Public Utilities Tax Total	90.46
Total Amount Owed	3,029.52
Amount Paid	3,029.52

Additional Information

Confirmation Number	10800571	Person Completing Return	Kathleen J. Hawley
Date and Time Submitted	02/11/2013 11:48:10 AM	Phone Number	(360) 385-0656
Payment Type	EFT Debit	Total Amount Paid	3,029.52



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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. 050559 through No. 050585 are approved for payment in the amount of \$40,905.94 on this 27th day of February, 2013.

For: **February 1-15, 2013 Payroll**

Commissioner Leif W. Erickson

Commissioner Stephen R. Tucker

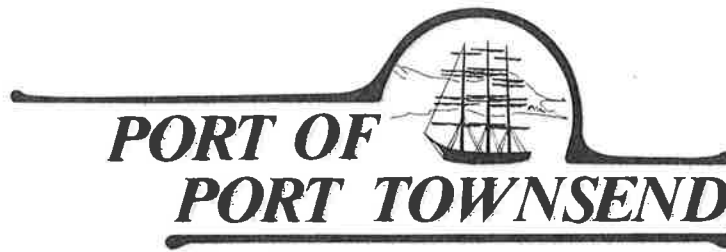
Commissioner David H. Thompson

Amy Khile, Director of Finance
and Administration

CHECK REGISTER

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
050559	02/15/13	00-AAS001	1	Aase, Larry M								
					2,298.63	3,070.32	151.11	183.28	42.86	.00	.00	394.44
050560	02/15/13	00-BEY001	1	Beytebiere, Rhonda K								
					1,258.76	1,901.69	225.01	109.03	25.50	.00	.00	283.39
050561	02/15/13	00-COU001	1	Counsellor, Shannon K								
					1,205.34	1,815.45	205.89	103.69	24.25	.00	.00	276.28
050562	02/15/13	00-CRO001	1	Crockett, Lawrence C								
					3,032.00	4,691.45	1,042.71	290.87	68.03	.00	.00	257.84
050563	02/15/13	00-DEE001	1	Deen,II, James								
					807.68	1,821.60	207.34	105.86	24.76	.00	.00	675.96
050564	02/15/13	00-FAU001	1	Fauls, Charles								
					1,343.44	1,901.68	165.82	110.82	25.92	.00	.00	255.68
050565	02/15/13	00-FRE001	1	French, Jean								
					1,387.61	2,064.92	271.21	127.15	29.74	.00	.00	249.21
050566	02/15/13	00-GAY001	1	Gay, James M.								
					1,115.23	1,456.41	11.63	83.22	19.46	.00	.00	226.87
050567	02/15/13	00-GRE001	1	Green, John R.								
					1,316.59	1,950.08	198.86	113.82	26.62	.00	.00	294.19
050568	02/15/13	00-HAW001	1	Hawley, Kathleen J.								
					1,550.75	2,510.64	302.75	153.31	35.85	.00	.00	467.98
050569	02/15/13	00-HAY001	1	Hayes, Julie								
					929.80	1,327.29	83.66	75.21	17.59	.00	.00	221.03
050570	02/15/13	00-JOH003	1	Johnson, David K.								
					1,663.20	2,575.76	232.24	152.62	35.69	.00	.00	492.01
050571	02/15/13	00-KEE001	1	Keena, Travis								
					1,343.30	2,053.06	291.50	120.21	28.11	.00	.00	269.94
050572	02/15/13	00-KHI002	1	Khile, Amy J.								
					2,549.07	3,612.50	397.67	223.98	52.38	.00	.00	389.40
050573	02/15/13	00-KHI003	1	Khile, Terry L								
					1,592.56	2,514.20	245.94	148.80	34.80	.00	.00	492.10
050574	02/15/13	00-LOC001	1	Lockhart, Douglas D								
					1,347.48	2,808.09	278.58	165.20	38.64	.00	.00	978.19
050575	02/15/13	00-NEL001	1	Nelson, Susan M								
					1,528.36	2,107.60	205.38	130.67	30.56	.00	.00	212.63
050576	02/15/13	00-NEL002	1	Nelson, Timothy A.								
					1,092.14	1,676.40	145.75	91.55	21.41	.00	.00	325.55
050577	02/15/13	00-PAR001	1	Parrish, Harlan								
					1,275.60	1,708.96	146.22	102.17	23.89	.00	.00	161.08
050578	02/15/13	00-PIV001	1	Pivarnik, James M								
					2,617.98	3,879.19	724.20	238.51	55.78	.00	.00	242.72
050579	02/15/13	00-QUA001	1	Quandt, Timothy								
					1,235.58	1,634.16	44.83	94.24	22.04	.00	.00	237.47
050580	02/15/13	00-RUB001	1	Ruby, Tami G								
					1,806.87	2,708.64	259.77	159.04	37.19	.00	.00	445.77
050581	02/15/13	00-SMI002	1	Smith, Sean C.								
					1,403.07	2,132.25	279.66	123.24	28.82	.00	.00	297.46
050582	02/15/13	00-SNO001	1	Snodgrass, Laura L.								
					979.72	1,402.40	102.37	79.87	18.68	.00	.00	221.76
050583	02/15/13	00-STA001	1	Stark, Craig								
					1,385.49	2,112.00	279.42	123.12	28.80	.00	.00	295.17
050584	02/15/13	00-TOE001	1	Toews, Eric R.								
					1,053.79	1,249.50	98.36	77.47	18.12	.00	.00	1.76
050585	02/15/13	00-WIL001	1	Wiles, Shawn E								
					1,785.90	2,646.20	307.32	156.98	36.71	.00	.00	359.29
BANK CODE W TOTAL - MANUAL:					0	.00	.00	.00	.00	.00	.00	.00
PRINTED:					27	40,905.94	61,332.44	6,905.20	3,643.93	852.20	.00	.00
DIRECT DEPOSIT:					0	.00					.00	9,025.17
TOTAL:					27	40,905.94	61,332.44	6,905.20	3,643.93	852.20	.00	.00
REPORT TOTAL - MANUAL:					0	.00	.00	.00	.00	.00	.00	.00
PRINTED:					27	40,905.94	61,332.44	6,905.20	3,643.93	852.20	.00	.00
DIRECT DEPOSIT:					0	.00					.00	9,025.17
TOTAL:					27	40,905.94	61,332.44	6,905.20	3,643.93	852.20	.00	.00



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. 050586 through No. 050589 are approved for payment in the amount of \$18,502.46 on this 27th day of February, 2013.

For: **Payroll Benefits**

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
050586	2/15/2013	BAN001	Bank Of America 2/15/13PTX	2/15/2013	15,897.46	0.00	15,897.46
050587	2/15/2013	PEJ001	Peninsula Credit Union 2/15/13CU	2/15/2013	1,180.00	0.00	1,180.00
050588	2/15/2013	SPE010	James Speer 2/15/13	2/15/2013	250.00	0.00	250.00
050589	2/15/2013	WA0302	State of Washington 2/15/13DC	2/15/2013	1,175.00	0.00	1,175.00
Report Total:					18,502.46	0.00	18,502.46

Check Entry Number: 001
 Check Entry Number: 001
 Check Entry Number: 001
 Check Entry Number: 001



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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. 050590 through No. 050631 are approved for payment in the amount of \$58,937.93 on this 27th 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
050590	2/27/2013	ADM002	Admiral Ship Supply Inc.				Check Entry Number: 001
			435676	2/6/2013	353.16	0.00	353.16
			435677	2/6/2013	106.82	0.00	106.82
			436026	2/12/2013	21.93	0.00	21.93
			436172	2/14/2013	3,067.52	0.00	3,067.52
			436219	2/15/2013	37.18	0.00	37.18
			Check 050590 Total:		3,586.61	0.00	3,586.61
050591	2/27/2013	ARR010	Arrow Lumber Port Townsend				Check Entry Number: 001
			75137	2/6/2013	24.62	0.00	24.62
			75140	2/7/2013	136.25	0.00	136.25
			75158	2/12/2013	35.25	0.00	35.25
			75161	2/13/2013	100.80	0.00	100.80
			Check 050591 Total:		296.92	0.00	296.92
050592	2/27/2013	ARX001	Arxcis, Inc				Check Entry Number: 001
			0996374	2/14/2013	2,554.85	0.00	2,554.85
050593	2/27/2013	ATT001	A T & T				Check Entry Number: 001
			2/13ADMIN	1/31/2013	61.05	0.00	61.05
050594	2/27/2013	BAN005	Bank of America				Check Entry Number: 001
			COMM 2	1/18/2013	58.83	0.00	58.83
			Invoice Comment: Home Depot Comm Office Cabinets				
			COMMISSION	1/9/2013	1,288.93	0.00	1,288.93
			Invoice Comment: Home Depot Comm Office Cabinets				
			DOMAIN	2/1/2013	29.99	0.00	29.99
			Invoice Comment: Standard Turbo				
			POSPAPER	1/31/2013	50.70	0.00	50.70
			Invoice Comment: cc card tape - Quil				
			WORKAMPER	1/29/2013	115.00	0.00	115.00
			Invoice Comment: Camp Host Ad				
			Check 050594 Total:		1,543.45	0.00	1,543.45
050595	2/27/2013	BRO035	George Brown				Check Entry Number: 001
			REF41074	2/27/2013	1.80	0.00	1.80
050596	2/27/2013	CAR001	Carl's Building Supply				Check Entry Number: 001
			10548479	1/29/2013	88.13	0.00	88.13
			10549547	2/11/2013	29.42	0.00	29.42
			10549551	2/11/2013	98.58	0.00	98.58
			10549598	2/12/2013	46.14	0.00	46.14
			Check 050596 Total:		262.27	0.00	262.27
050597	2/27/2013	CED005	CED				Check Entry Number: 001
			5948605678	2/6/2013	817.50	0.00	817.50
			5948606359	2/6/2013	214.90	0.00	214.90
			5948606456	2/13/2013	199.82	0.00	199.82
			Check 050597 Total:		1,232.22	0.00	1,232.22
050598	2/27/2013	CEN030	CenturyLink				Check Entry Number: 001
			2/13QUIL	2/1/2013	203.05	0.00	203.05
050599	2/27/2013	CEN035	CenturyLink				Check Entry Number: 001
			2/13PHONE	2/1/2013	764.43	0.00	764.43
050600	2/27/2013	COU020	Shannon Counsellor				Check Entry Number: 001
			2/13CLOTH.	2/5/2013	147.09	0.00	147.09
050601	2/27/2013	CRA010	Craftsman United, Inc.				Check Entry Number: 001
			1292	1/24/2013	1,880.25	0.00	1,880.25
050602	2/27/2013	DMD005	DM Disposal Co. Inc.				Check Entry Number: 001
			3126786	2/1/2013	1,702.29	0.00	1,702.29
			3126792	2/1/2013	76.42	0.00	76.42
			3126793	2/1/2013	621.52	0.00	621.52
			3126796	2/1/2013	38.50	0.00	38.50
			3126800	2/1/2013	2,991.10	0.00	2,991.10
			3126848	2/1/2013	888.04	0.00	888.04
			Check 050602 Total:		6,317.87	0.00	6,317.87
050603	2/27/2013	FAM001	Ferguson Enterprises #3007				Check Entry Number: 001
			25343551	2/5/2013	41.93	0.00	41.93
			2549635	2/13/2013	115.20	0.00	115.20
			Check 050603 Total:		157.13	0.00	157.13
050604	2/27/2013	FOW050	Bill Fowler				Check Entry Number: 001
			REF49007	2/27/2013	50.00	0.00	50.00
050605	2/27/2013	FSH010	FSH Communications, LLC				Check Entry Number: 001
			587086	2/1/2013	55.00	0.00	55.00
050606	2/27/2013	HAD001	Hadlock Building Supply				Check Entry Number: 001
			01010058	2/19/2013	128.42	0.00	128.42
			1008913	2/6/2013	6.53	0.00	6.53
			Check 050606 Total:		134.95	0.00	134.95
050607	2/27/2013	HEN002	Henery Hardware				Check Entry Number: 001
			469947	1/31/2013	25.69	0.00	25.69
			469993	2/1/2013	25.92	0.00	25.92
			470006	2/1/2013	16.31	0.00	16.31
			470150	2/4/2013	5.65	0.00	5.65
			470165	2/4/2013	12.61	0.00	12.61
			470213	2/4/2013	22.37	0.00	22.37
			470301	2/5/2013	19.35	0.00	19.35
			470369	2/6/2013	5.00	0.00	5.00
			470423	2/6/2013	92.04	0.00	92.04
			470472	2/7/2013	25.56	0.00	25.56

Bank Code: W - WARRANTS PAYABLE							
Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			470587	2/8/2013	14.30	0.00	14.30
			470757	2/11/2013	30.86	0.00	30.86
			470866	2/12/2013	21.53	0.00	21.53
			470907	2/13/2013	9.80	0.00	9.80
			471093	2/15/2013	45.76	0.00	45.76
			471094	2/15/2013	39.35	0.00	39.35
			471118	2/15/2013	16.08	0.00	16.08
			471137	2/15/2013	417.44	0.00	417.44
			471138	2/15/2013	152.59	0.00	152.59
			471358	2/19/2013	67.56	0.00	67.56
			471360	2/19/2013	45.52	0.00	45.52
			471421	2/19/2013	22.85	0.00	22.85
			471455	2/20/2013	18.56	0.00	18.56
			471500	2/20/2013	17.41	0.00	17.41
			Check 050607 Total:		1,170.11	0.00	1,170.11
050608	2/27/2013	ICS001	ICS Support, Inc.				Check Entry Number: 001
			0047751	2/11/2013	148.24	0.00	148.24
050609	2/27/2013	KEN010	Kendrick Equipment LTD				Check Entry Number: 001
			U2116	2/4/2013	17.33	0.00	17.33
			U2117	2/6/2013	1,979.49	0.00	1,979.49
			Check 050609 Total:		1,996.82	0.00	1,996.82
050610	2/27/2013	KOS050	Colette Kostelec				Check Entry Number: 001
			REF63313	2/27/2013	338.52	0.00	338.52
050611	2/27/2013	LAN001	Landau Associates				Check Entry Number: 001
			31018	2/19/2013	2,425.50	0.00	2,425.50
050612	2/27/2013	MAS020	Mascott Equipment				Check Entry Number: 001
			272808	2/19/2013	426.57	0.00	426.57
050613	2/27/2013	NEL001	Sue Nelson				Check Entry Number: 001
			JAN13/EXP	1/31/2013	27.12	0.00	27.12
050614	2/27/2013	NOR018	Northwest Asbestos Consultants				Check Entry Number: 001
			1/13PROJ	1/21/2013	885.00	0.00	885.00
050615	2/27/2013	OLY002	AmSan				Check Entry Number: 001
			282035765	2/6/2013	65.18	0.00	65.18
			282035773	2/6/2013	372.26	0.00	372.26
			282489426	2/13/2013	363.73	0.00	363.73
			282489434	2/13/2013	139.54	0.00	139.54
			Check 050615 Total:		940.71	0.00	940.71
050616	2/27/2013	PEN004	Peninsula Floors & Furnishings				Check Entry Number: 001
			11598	2/4/2013	81.77	0.00	81.77
050617	2/27/2013	PEN005	Peninsula Fire Extinguisher Sv				Check Entry Number: 001
			42693	2/13/2013	612.58	0.00	612.58
			42694	2/13/2013	826.11	0.00	826.11
			42695	2/13/2013	124.26	0.00	124.26
			Check 050617 Total:		1,562.95	0.00	1,562.95
050618	2/27/2013	PET020	Peters Marine Services				Check Entry Number: 001
			406886	2/6/2013	330.87	0.00	330.87
050619	2/27/2013	POR005	Port Townsend Leader				Check Entry Number: 001
			113004	2/13/2013	116.00	0.00	116.00
			113010	2/13/2013	56.00	0.00	56.00
			Check 050619 Total:		172.00	0.00	172.00
050620	2/27/2013	PUG001	Puget Sound Energy				Check Entry Number: 001
			1/13ELECT2	1/31/2013	19,548.73	0.00	19,548.73
050621	2/27/2013	QUE030	Queensboro Shirt Co				Check Entry Number: 001
			1038925	2/11/2013	168.35	0.00	168.35
050622	2/27/2013	SCH001	Les Schwab Tires				Check Entry Number: 001
			27976	2/6/2013	152.71	0.00	152.71
050623	2/27/2013	SOU055	Sound Publishing, Inc				Check Entry Number: 001
			LG456595	2/13/2013	239.04	0.00	239.04
050624	2/27/2013	SPE001	SOS Printing				Check Entry Number: 001
			46053	2/6/2013	42.90	0.00	42.90
			46055	2/6/2013	32.65	0.00	32.65
			46061	2/7/2013	466.52	0.00	466.52
			46091	2/13/2013	26.16	0.00	26.16
			Check 050624 Total:		568.23	0.00	568.23
050625	2/27/2013	SPE010	James Speer				Check Entry Number: 001
			2013INS	2/27/2013	2,000.00	0.00	2,000.00
050626	2/27/2013	SPE050	Spectral Crane & Marine, LLC				Check Entry Number: 001
			1018	2/14/2013	5,886.00	0.00	5,886.00
050627	2/27/2013	STU008	Stusser Electric Co				Check Entry Number: 001
			0929457448	2/7/2013	48.87	0.00	48.87
050628	2/27/2013	TER005	Terry's Lock & Safe				Check Entry Number: 001
			02082020	2/12/2013	176.58	0.00	176.58
050629	2/27/2013	WA1901	State of Washington				Check Entry Number: 001
			L97137	1/31/2013	209.00	0.00	209.00
050630	2/27/2013	WAS001	Washington Airport Mgmt Assn				Check Entry Number: 001
			596	1/1/2013	150.00	0.00	150.00
050631	2/27/2013	WES006	Westbay Auto Parts, Inc.				Check Entry Number: 001
			075893	2/5/2013	7.52	0.00	7.52
			077033	2/11/2013	27.78	0.00	27.78
			Check 050631 Total:		35.30	0.00	35.30
			Report Total:		58,937.93	0.00	58,937.93

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
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