



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

Administration: (360) 385-0656

Operations: (360) 385-2355

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**Port of Port Townsend  
1<sup>st</sup> Monthly Meeting Agenda  
Wednesday, October 9, 2013 1:00 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 –September 25, 2013.....1-2
  - B. Operations Reports – September 2013.....3-6
- IV. Public Comments (not related to Agenda)
- V. Old Business
  - A. Port Strategic Advisory Committee – Commissioner’s Response.....7
  - B. 2014 Budget.....8
- VI. New Business
  - A. Recent Boat Yard Fire.....9
  - B. Approval of Warrants
- VII. Staff Comments
- VIII. Public Comments
- IX. Commissioner Comments
- X. **Next Meeting: Wednesday, October 23, 2013, 6:30 PM, Port Commission Building,  
333 Benedict Street, Port Townsend, WA**
- XI. Executive Session (if called)
- XII. Adjournment

## PORT COMMISSION MEETING– September 25, 2013

The Port of Port Townsend Commission met in regular session at the Port Commission Building, 333 Benedict Street, Port Townsend, WA.

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

Excused: Deputy Director Pivarnik

### I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Erickson called the meeting to order at 10:00 AM.

### II. APPROVAL OF AGENDA:

Attorney Harris added to Old Business, Item B – Dave Berry (CAICOS) Lawsuit Settlement Agreement.

**Commissioner Erickson moved to approve the Agenda as amended.**

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

### III. CONSENT AGENDA (1:08):

A. Approval of Meeting Minutes – September 11, 2013

Approval of Public Workshop Minutes – September 11, 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) (1:15):

Ron Hayes, Port Strategic Advisory Committee (PSAC) member, asked if the Commissioner's response to the PSAC report would be available to the committee prior to the October 9, 2013 workshop.

Mr. Crockett responded that Mr. Toews has drafted the response on behalf of the Commission. The draft will be presented to the Commission at the October 9 workshop. The Commissioners will formalize the response and then send it off to PSAC members.

### V. OLD BUSINESS:

#### A. 2014 Budget (6:32):

Mr. Crockett discussed the last Commission workshop and meeting held in Quilcene, where the budget was discussed extensively. Ms. Khile presented a draft budget showing no rate or tax increase. She explained this budget would come with a net loss of \$83K +.

Commissioner Tucker would like to see a separate column showing CPI increases.

Commissioner Erickson said he is looking for suggestions on how to economize to reduce the \$83K net loss with this particular budget. He added possibly curtailing or trimming certain programs to bring balance.

Mr. Crockett pointed out that the FAA grant money received for the runway project is reflected in the depreciation costs. He explained if that money did not have to be listed; it would show the Port running in the black. He then reminded that State law requires the Port to charge market rates to avoid any gifting of the State. Mr. Crockett explained he has finished his visits to all Port properties and will soon present his White Paper recommending projects, repairs, stormwater issues, etc. He discussed the Point Hudson jetty issues and the proposed Boat Haven boat ramp expansion. He discussed available monies in 2014 for boat ramp grants. He estimates with a 25% match from Port funding, cost to the Port would run approximately \$100-150K.

Commissioner Erickson asked if the County's dump increases were included in the budget. He also confirmed that Mr. Crockett would include environmental needs in the document.

#### B. Dave Berry (CAICOS) Lawsuit Settlement Agreement (25:56):

Attorney Harris discussed the suit against the Port on the Point Hudson Marina construction project. He explained how the Port was required to withhold money for various legal and performance reasons. An agreement was reached with the Department of Revenue, the bonding company, and CAICOS, favorable to the Port. Attorney Harris requests the Commission authorize the Executive Director to release these funds.

**Commissioner Erickson moved to grant the Executive Director the authority to sign the settlement agreement.**

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

VI. NEW BUSINESS:

A. Approval of Warrants (28:15):

Commissioner Tucker read the warrants, as presented:

Warrant #051744 through #051761 in the amount of \$62,398.11 for Payroll and Benefits

Warrant #051762 through #051809 in the amount of \$274,999.99 for Accounts Payable

Electronic Debit to Union Bank in the amount of \$9,243.73 for Washington State

Combined Excise Tax for August 2013

**Commissioner Tucker moved to approve the warrants as presented.**

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

VII. STAFF COMMENTS (29:29):

Ms. Khile excused herself in order to meet with the network people on the new administration building work.

Ms. Nelson informed the Commission meeting packets for the October 9, 2013 workshop and meeting will not be available until Monday, October 7, as she is on vacation.

Mr. Crockett announced he and Commissioner Tucker would be leaving after the meeting for Vancouver to attend the WPPA Environmental Conference. He also informed the Commission that the building inspection on the new administration building begins today. He added the Port Townsend Shipwrights Co-op did an excellent job on the new staircase in the building. Last, Mr. Crockett spoke of the Team Jefferson Federal Bidding workshop that he and Commissioner Erickson attended last night. The presentation was geared for marine trade businesses. After fifteen minutes, all presenters left as no one showed up.

Commissioner Erickson added all sizes of federal contracts are available and that he and Mr. Crockett would be happy to talk with anyone interested in learning more.

VIII. PUBLIC COMMENTS (32:26):

Bill Putney, local pilot, asked if there was a new expected timeline for the runway project since there have been so many delays due to weather. Mr. Crockett responded that the airport would be closed to traffic September 26, 2013 from 7:00 AM to 7:00 PM for crack sealing. Then a 24-36 hour period of dry weather is necessary for the application of the slurry coat, which they are hoping to complete the first week of October. Striping will follow.

IX. COMMISSIONER COMMENTS (34:34):

Commissioner Erickson said he is pleased with progression on the budget. He looks forward to making it an even more positive document.

X. NEXT MEETING/PUBLIC WORKSHOP: Next regular meeting will be held Wednesday, October 9, 2013 at 1:00 PM, with a public workshop preceding at 9:30 AM in the Port Commission Building, 333 Benedict Street, Port Townsend, WA.

XI. EXECUTIVE SESSION:

The regular session recessed into Executive Session, at 10:34 AM to discuss a legal issue duration of forty minutes with no action, pursuant to RCW 42.30.110 (i).

XII. RECONVENING AND ADJOURNMENT OF REGULAR MEETING:

The meeting reconvened and adjourned at 11:19 AM there being no further business to come before the Commission.

ATTEST:

\_\_\_\_\_  
Leif W. Erickson, President

\_\_\_\_\_  
David H. Thompson, Secretary

\_\_\_\_\_  
Stephen R. Tucker, Vice President

# BOATHAVEN OPERATIONS REPORT/MOORAGE

MONTH: SEPT

DATE: 10/4/2013

MONTHLY PERMS: 362

MONTHLY GUESTS: 21

# OF SLIPS BY SIZE	OCCUPIED	empty	% occ.
25' <u>35</u>	<u>32</u>	3	91%
27' <u>11</u>	<u>10</u>	1	91%
30' <u>105</u>	<u>102</u>	3	97%
35' <u>24</u>	<u>24</u>	0	100%
40' <u>44</u>	<u>42</u>	2	95%
45' <u>41</u>	<u>40</u>	1	98%
50' <u>32</u>	<u>31</u>	1	97%
OVER 52' <u>7</u>	<u>7</u>	0	100%
TOTAL: <u>299</u>	<u>289</u>	11	AVG: 96%

LINEAR SPACE/FT	OCCUPIED	% OCCUPIED
COMMERCIAL <u>365</u>	<u>365</u>	100%
RECREATIONAL <u>1986</u>	<u>1986</u>	100%
LIMITED ACC. <u>1455</u>	<u>1440</u>	99%
TOTAL: <u>3806</u>	<u>3660</u>	146 AVG: 99%

	CURR	PREV	YTD
NIGHTLY GUESTS:	809	3096	3905
CREDIT SYSTEM:	42	219	261
TEMP TIE UP:	31	152	183
FREE NIGHTS:	2	5	7
PTYC:	22	175	196
RAMP/DAILY:	185	867	1052
RAMP/ANNUAL:	15	469	484

WAIT LISTS	
25' PLEA:	<u>8</u>
27' PLEA:	<u>2</u>
30' PLEA:	<u>41</u>
35' PLEA:	<u>26</u>
40' PLEA:	<u>42</u>
45' PLEA:	<u>14</u>
50' PLEA:	<u>15</u>
OVER 52':	<u>11</u>
OVERWID	<u>0</u>
30'COMM.	<u>0</u>
40'COMM.	<u>0</u>
50'COMM:	<u>0</u>

TOTAL OCCUPANCY %: 99%

# 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.											
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	80	138	FEB
MAR	128	305	60	224	106	270	178	287	73	197	95	233	MAR
APRIL	261	566	241	465	199	469	180	467	240	437	159	392	APRIL
MAY	614	1180	534	999	616	1085	618	1085	541	978	605	997	MAY
JUNE	759	1939	654	1653	601	1686	582	1667	749	1727	606	1603	JUNE
JULY	1217	3156	1293	2946	1170	2856	1079	2746	1035	2762	1089	2692	JULY
AUG	1289	4445	1285	4231	1255	4111	1131	3877	1178	3940	1188	3880	AUG
SEPT	884	5329	920	5151	1008	5119	838	4715	831	4771	899	4779	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

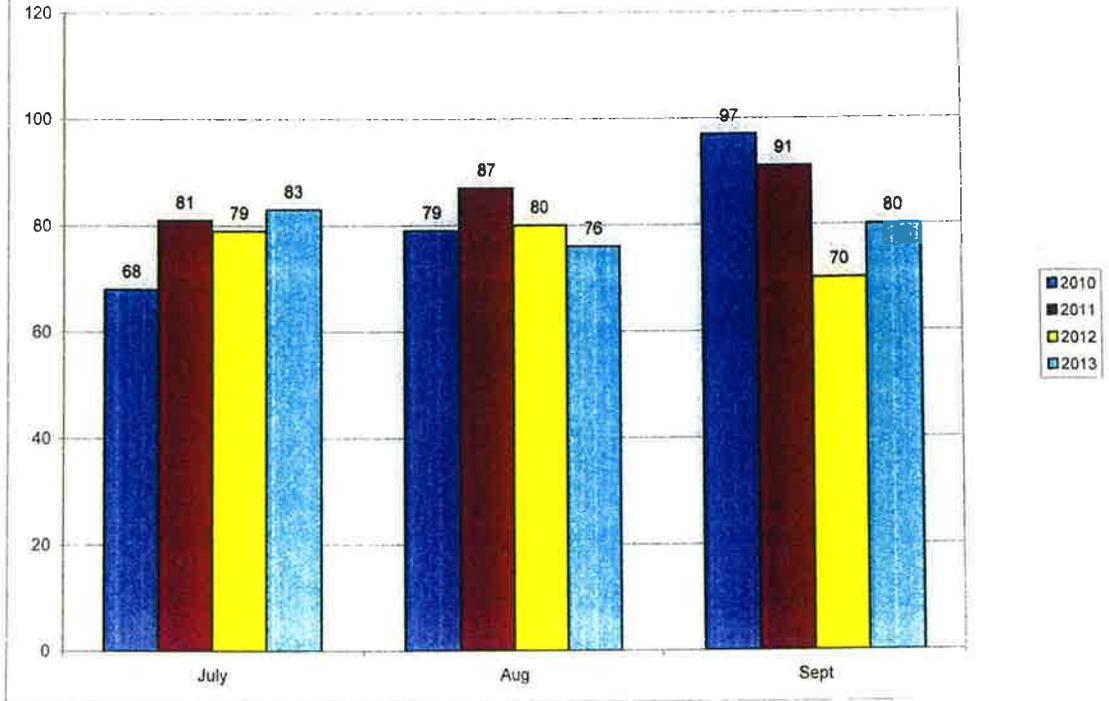
	2008		2009		2010		2011		2012		2013		
	MNTH.	CUM.											
JAN	85	85	136	136	175	175	173	173	176	176	180	180	JAN
FEB	195	280	163	299	286	461	214	387	221	397	261	441	FEB
MAR	188	468	186	485	338	799	239	626	229	626	359	800	MAR
APRIL	312	780	412	897	403	1202	341	967	445	1071	209	1009	APRIL
MAY	537	1317	400	1297	628	1830	717	1684	638	1709	637	1646	MAY
JUNE	490	1807	584	1881	654	2484	713	2397	645	2354	910	2556	JUNE
JULY	1046	2853	1234	3115	1256	3740	1215	3612	1247	3601	1275	3831	JULY
AUG	1004	3857	1236	4351	1228	4968	1257	4869	1300	4901	1293	5124	AUG
SEPT	833	4690	1050	5401	1051	6019	1062	5931	1076	5977	1079	6203	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

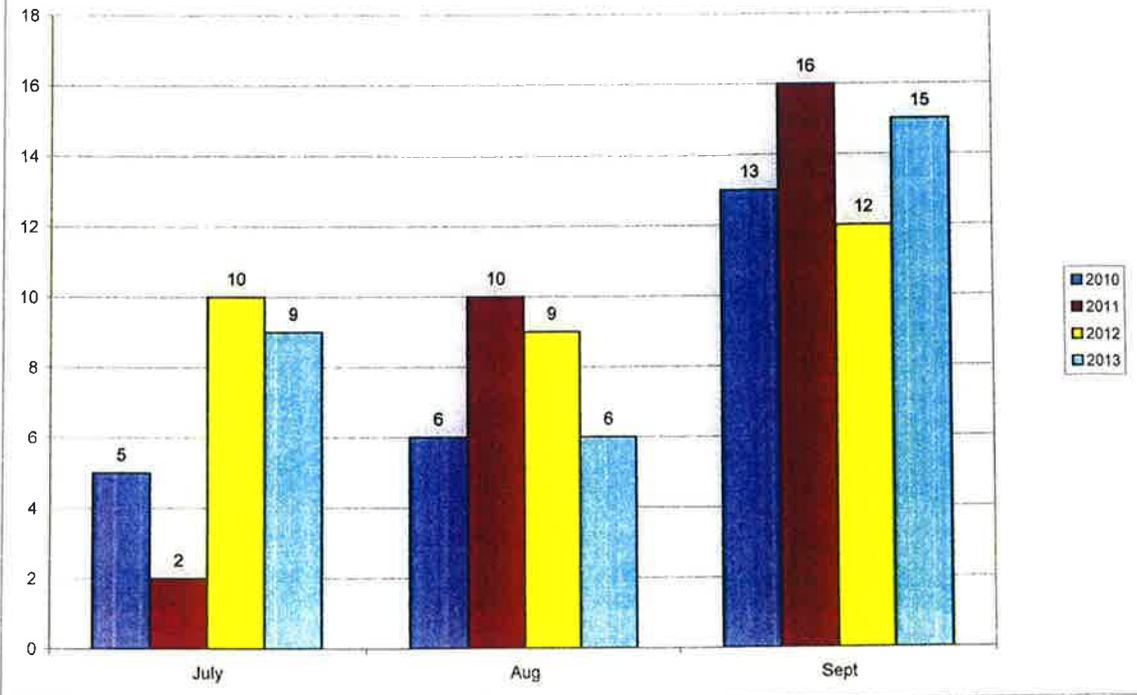
	AVAIL/GOAL	OCCUPIED	%
LTD ACCESS MOORAGE	40 SLIPS	34	85%
COMMERCIAL MOORAGE	850 FEET	846	100%
SEASONAL MOORAGE	32 SLIPS	4	13%
SEASONAL RV'S	10 SITES	1	10%
UNDESIRABLE	5 SLIPS	0	0%

STORAGE OPERATIONS REPORT									DATE:	10/4/2013
September-13										
	SEPT 2010	SEPT 2011	SEPT 2012	SEPT 2013	2010 YEAR TO DATE	2011 YEAR TO DATE	2012 YEAR TO DATE	2013 YEAR TO DATE	REMARKS	
<b>HAUL-OUT</b>										
BOAT YARD - OUT	97	91	70	80	615	608	611	616		
BOAT YARD - IN	58	82	61	75	616	613	615	590		
67% RE-BLOCK	2	6	3	6	46	70	27	48		
40% INSPECTION	1	8	4	3	27	35	25	29		
OTHER	3	0	2	0	21	24	20	17		
<b>SUB TOTAL</b>	<b>161</b>	<b>187</b>	<b>140</b>	<b>164</b>	<b>1325</b>	<b>1350</b>	<b>1298</b>	<b>1300</b>		
SHIP - OUT	13	16	12	15	76	91	109	122		
SHIP - IN	5	10	12	8	79	90	109	110		
SHIP - RE-BLOCK	0	1	0	1	5	8	10	2		
SHIP-INSPECTION	2	2	1	1	6	5	1	5		
SHIP - OTHER	0	1	0	0	0	3	2	5		
<b>SUB TOTAL</b>	<b>20</b>	<b>30</b>	<b>25</b>	<b>25</b>	<b>166</b>	<b>197</b>	<b>231</b>	<b>244</b>		
<b>TOTAL</b>	<b>181</b>	<b>217</b>	<b>165</b>	<b>189</b>	<b>1491</b>	<b>1547</b>	<b>1529</b>	<b>1544</b>		
<b>STORAGE</b>					<b>OFF PORT PROPERTY</b>					
PTBH - START	72	77	66	78	FREYJA - 2					
PTBH - END	107	83	68	76	GOLD STAR - 9					
PTBH-O.P.P.	20	21	20	21	HAVEN - 2					
SHIP-START	3	5	8	9	PT CO-OP - 3					
SHIP-END	10	11	8	14	DAY BOATS - 0					
SHIP-O.P.P.	1	3	1	2	TBM - SM 4 SHIP - 2					
PERM/FREE	0	0	0	0	STEPHENS - 1					
FREE DAYS	67	83	80	93						
PTBH lineal feet	4009	3392	2841	3021						
SHIP lineal feet	1403	772	562	1083						
Longterm Storage	24	21	19	20						
LONGTERM linear	897	790	704	769						
<b>JCIA OPERATIONS REPORT</b>										
HANGERS	10	10	13	13						
TIE DN - PAVED	3	3	2	2						
TIE DN - GRASS	3	1	2	0						
TIE DN - NIGHTLY	10	11	11	5						
W/L - HANGERS	2	1	0	0						

Round Trip Haul Outs 70/75 T



Round Trip Hoists 300 Ton



**PORT OF PORT TOWNSEND**

**MEETING OF:**                   **October 9, 2013**

**AGENDA ITEM:**               **V. Old Business**  
  **A. Port Strategic Advisory Committee (PSAC) –**  
  **Commissioner’s Response**

**BACKGROUND:**

This item was discussed at the Public Workshop held this morning. Discussions will be held on finalizing the letter.

**Executive Director’s Recommendation:**

For discussion and direction as appropriate.

**PORT OF PORT TOWNSEND**

**MEETING OF:**                   **October 9, 2013**

**AGENDA ITEM:**               **V. Old Business**  
  **B. 2014 Budget**

**BACKGROUND:**

The 2014 budget was discussed at this morning's Public Workshop. Continuation of those discussions.

**Executive Director's Recommendation:**

For discussion and direction as appropriate.

## PORT OF PORT TOWNSEND

**MEETING OF:** October 9, 2013

**AGENDA ITEM:** VI. New Business  
A. Recent Boat Yard Fire

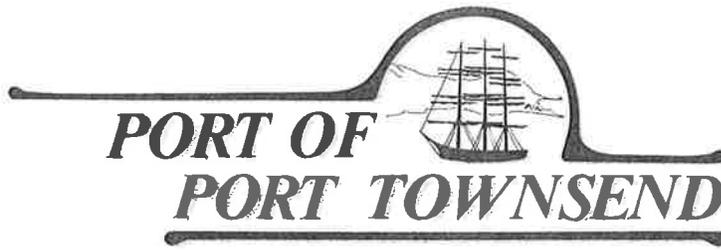
### **BACKGROUND:**

Given the recent fire in the boat yard and the resulting damage, we need to review our Best Management Practices and especially the enforcement of our regulations. The vessel in question was under direction to “clean up” their immediate area and make it, not just safe, but available for staff to easily inspect for hazardous conditions.

Staff will present recommendations at the commission meeting. The Port’s attorney has been informed of the incident and may have suggestions to better protect the Port and the taxpayers from a liability stand point.

### **Executive Director’s Recommendation:**

For discussion and direction as appropriate.



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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. 051810 through No. 051835, are approved for payment in the amount of \$116,694.84 on this 9th day of October, 2013.

For: **Payroll and Benefits**

\_\_\_\_\_  
Commissioner Leif W. Erickson

\_\_\_\_\_  
Commissioner Stephen R. Tucker

\_\_\_\_\_  
Commissioner David H. Thompson

\_\_\_\_\_  
Amy Khile, Director of Finance  
and Administration



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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 051836 through No. 051902, are approved for payment in the amount of \$119,401.72 on this 9th day of October, 2013.

For: **Accounts Payable**

\_\_\_\_\_  
Commissioner Leif W. Erickson

\_\_\_\_\_  
Commissioner Stephen R. Tucker

\_\_\_\_\_  
Commissioner David H. Thompson

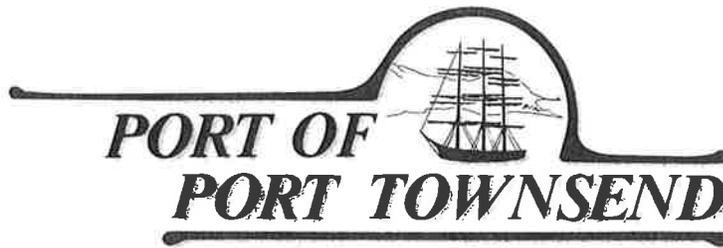
\_\_\_\_\_  
Amy Khile, Director of Finance  
and Administration

Bank Code: W - WARRANTS PAYABLE							
Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
051836	10/4/2013	ADM002	Admiral Ship Supply Inc.				Check Entry Number: 001
			451352	9/11/2013	3,277.60	0.00	3,277.60
			451872	9/19/2013	46.54	0.00	46.54
			451965	9/20/2013	22.39	0.00	22.39
			Check 051836 Total:		3,346.53	0.00	3,346.53
051837	10/4/2013	ALP050	Alpha & Omega General Cont.				Check Entry Number: 001
			2092	6/17/2013	9,333.50	0.00	9,333.50
051838	10/4/2013	ARR010	Arrow Lumber Port Townsend				Check Entry Number: 001
			76775	9/24/2013	29.15	0.00	29.15
051839	10/4/2013	BAR050	Walter Barke				Check Entry Number: 001
			09182013	9/18/2013	35.00	0.00	35.00
051840	10/4/2013	BIC010	Bickford				Check Entry Number: 001
			1038404	9/24/2013	723.22	0.00	723.22
051841	10/4/2013	BRI001	Bri Communications				Check Entry Number: 001
			10022013	10/2/2013	4,200.00	0.00	4,200.00
051842	10/4/2013	CAN001	Canon Financial Services Inc.				Check Entry Number: 001
			13110457	9/21/2013	222.63	0.00	222.63
051843	10/4/2013	CAR001	Carl's Building Supply				Check Entry Number: 001
			1309649510	9/12/2013	81.49	0.00	81.49
			1309652113	9/26/2013	23.55	0.00	23.55
			1309652466	9/27/2013	165.27	0.00	165.27
			Check 051843 Total:		270.31	0.00	270.31
051844	10/4/2013	CEN040	CENTURYLINK				Check Entry Number: 001
			1275076489	9/19/2013	2,580.61	0.00	2,580.61
051845	10/4/2013	CIT001	City Of Port Townsend				Check Entry Number: 001
			09302013	9/30/2013	12,396.32	0.00	12,396.32
051846	10/4/2013	CRO001	Lawrence C Crockett				Check Entry Number: 001
			09302013	9/30/2013	910.22	0.00	910.22
051847	10/4/2013	DAU050	James Daubenberger				Check Entry Number: 001
			09202013	9/20/2013	85.71	0.00	85.71
051848	10/4/2013	DLL010	D L Logos				Check Entry Number: 001
			300	9/30/2013	14.17	0.00	14.17
051849	10/4/2013	DMD005	DM Disposal Co. Inc.				Check Entry Number: 001
			3354457	10/1/2013	49.14	0.00	49.14
			3363481	10/1/2013	1,702.29	0.00	1,702.29
			3363495	10/1/2013	2,991.10	0.00	2,991.10
			3363541	10/1/2013	1,754.58	0.00	1,754.58
			Check 051849 Total:		6,497.11	0.00	6,497.11
051850	10/4/2013	EDE005	Edensaw Woods, LTD				Check Entry Number: 001
			0023941300	9/26/2013	31.27	0.00	31.27
051851	10/4/2013	ERI030	Leif W. Erickson				Check Entry Number: 001
			09302013	9/30/2013	98.31	0.00	98.31
051852	10/4/2013	FER050	Annette Ferguson				Check Entry Number: 001
			09172013	9/17/2013	50.00	0.00	50.00
051853	10/4/2013	GOO002	Good Man Inc.				Check Entry Number: 001
			76053	10/1/2013	547.96	0.00	547.96
051854	10/4/2013	GOO020	Goodstein Law Group				Check Entry Number: 001
			10201310	10/1/2013	7,834.30	0.00	7,834.30
			1201310	10/1/2013	4,559.20	0.00	4,559.20
			Check 051854 Total:		12,393.50	0.00	12,393.50
051855	10/4/2013	GRA015	Grant Steel Buildings and				Check Entry Number: 001
			304	9/24/2013	7,522.40	0.00	7,522.40
051856	10/4/2013	GRO001	Groves & Co, Inc				Check Entry Number: 001
			20134022	9/30/2013	500.31	0.00	500.31
051857	10/4/2013	HAD001	Hadlock Building Supply				Check Entry Number: 001
			01028147	8/27/2013	43.64	0.00	43.64
			01029805	9/16/2013	152.83	0.00	152.83
			01029837	9/16/2013	37.04	0.00	37.04
			01029930	9/17/2013	107.97	0.00	107.97
			01030144	9/19/2013	44.45	0.00	44.45
			01030228	9/20/2013	15.24	0.00	15.24
			01030433	9/23/2013	30.06	0.00	30.06
			Check 051857 Total:		431.23	0.00	431.23
051858	10/4/2013	HAN001	Hanson Electric				Check Entry Number: 001
			113142DC	9/24/2013	2,248.94	0.00	2,248.94
051859	10/4/2013	HEN002	Henery Hardware				Check Entry Number: 001
			09252013	9/25/2013	1,165.78	0.00	1,165.78
051860	10/4/2013	HEN006	Quilcene Henery's Hardware				Check Entry Number: 001
			372992	9/9/2013	27.24	0.00	27.24
051861	10/4/2013	HIL050	Myron Hillman				Check Entry Number: 001
			09202013	9/20/2013	286.34	0.00	286.34
051862	10/4/2013	INT050	Integrated Marine Service				Check Entry Number: 001
			10032013	10/3/2013	6,770.40	0.00	6,770.40
051863	10/4/2013	JC1008	Jefferson County Public Works				Check Entry Number: 001
			1315142	9/10/2013	110.54	0.00	110.54
			1315941	9/12/2013	37.61	0.00	37.61
			1316904	9/16/2013	45.58	0.00	45.58
			1317720	9/19/2013	166.38	0.00	166.38
			1318764	9/24/2013	135.61	0.00	135.61
			1319256	9/26/2013	64.96	0.00	64.96
			1320094	9/30/2013	118.52	0.00	118.52
			1473	9/12/2013	718.30	0.00	718.30
			1475	9/26/2013	136.58	0.00	136.58

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			1478	9/27/2013	17.50	0.00	17.50
			1616025	9/13/2013	95.73	0.00	95.73
			Check 051863 Total:		1,647.31	0.00	1,647.31
051864	10/4/2013	KAL050	Harvey Kallen 09202013	9/20/2013	90.00	0.00	90.00
051865	10/4/2013	LAN001	Landau Associates 31986	9/24/2013	5,375.74	0.00	5,375.74
051866	10/4/2013	LOC001	Douglas D Lockhart 09212013	9/21/2013	135.74	0.00	135.74
051867	10/4/2013	MCG050	Todd McGuire 09122013	9/12/2013	160.90	0.00	160.90
051868	10/4/2013	MUR002	Murrey's Disposal Co., Inc. 3384077	10/1/2013	168.09	0.00	168.09
051869	10/4/2013	NEL001	Sue Nelson 09302013	9/30/2013	74.02	0.00	74.02
051870	10/4/2013	OLY001	Olympic Equipment Rentals Inc 27944	9/26/2013	26.14	0.00	26.14
051871	10/4/2013	OLY002	AmSan 294909700	8/28/2013	786.91	0.00	786.91
			294909718	8/28/2013	722.50	0.00	722.50
			295294086	9/4/2013	455.65	0.00	455.65
			295294094	9/4/2013	455.65	0.00	455.65
			296292360	9/18/2013	150.93	0.00	150.93
			296767395	9/25/2013	355.39	0.00	355.39
			296767403	9/25/2013	856.05	0.00	856.05
			Check 051871 Total:		3,783.08	0.00	3,783.08
051872	10/4/2013	OLY003	Olympic Springs, Inc. 09302013	9/30/2013	25.85	0.00	25.85
051873	10/4/2013	OLY004	Olympic Art and Office 09292013	9/29/2013	13.85	0.00	13.85
051874	10/4/2013	OLY005	Olympic Synthetic Products 165591	9/23/2013	7,076.28	0.00	7,076.28
051875	10/4/2013	PAC004	Pacific Office Equipment Co 909653	9/18/2013	381.50	0.00	381.50
			910634	9/30/2013	54.50	0.00	54.50
			910635	9/30/2013	32.70	0.00	32.70
			910636	9/30/2013	1.22	0.00	1.22
			910637	9/30/2013	17.04	0.00	17.04
			910638	9/30/2013	92.76	0.00	92.76
			Check 051875 Total:		579.72	0.00	579.72
051876	10/4/2013	PEN030	Peninsula Paint Co. F0097289	9/20/2013	40.10	0.00	40.10
051877	10/4/2013	PET003	Pettit Oil Co. 0443956IN	9/4/2013	3,632.24	0.00	3,632.24
051878	10/4/2013	PUD001	Pud District #1 09252013	9/25/2013	492.50	0.00	492.50
051879	10/4/2013	PUD005	PUD #1 of Jefferson County 09252013	9/25/2013	8,977.69	0.00	8,977.69
051880	10/4/2013	PUR050	Jason Purser 09272013	9/27/2013	66.00	0.00	66.00
051881	10/4/2013	QUI001	Quill Corporation 5855208	9/23/2013	235.30	0.00	235.30
051882	10/4/2013	QUI070	Peter Quick 09092013	9/9/2013	35.00	0.00	35.00
051883	10/4/2013	RED070	Sandy Redmond 09222013	9/23/2013	50.00	0.00	50.00
051884	10/4/2013	SAG002	Sage Software Inc 2000974512	9/21/2013	2,004.05	0.00	2,004.05
051885	10/4/2013	SAL050	Diane Salguero 09242013	9/24/2013	46.94	0.00	46.94
051886	10/4/2013	SEC010	Security Services 83448	10/1/2013	164.00	0.00	164.00
051887	10/4/2013	SIG020	Sign Station 924	9/24/2013	394.58	0.00	394.58
051888	10/4/2013	SKO000	Skookum Contract Services 9011511	9/17/2013	5,347.06	0.00	5,347.06
051889	10/4/2013	SPE001	SOS Printing 47495	9/6/2013	20.44	0.00	20.44
			47589	9/25/2013	10.90	0.00	10.90
			47639	9/27/2013	276.71	0.00	276.71
			47640	9/27/2013	271.27	0.00	271.27
			47644	9/30/2013	156.14	0.00	156.14
			Check 051889 Total:		735.46	0.00	735.46
051890	10/4/2013	STA005	Staples Credit Plan 144745	9/15/2013	1,447.45	0.00	1,447.45
051891	10/4/2013	STU050	Dan Studach 09232013	9/23/2013	93.63	0.00	93.63
051892	10/4/2013	SWI050	Swift Plumbing and Heating 14084-2	8/12/2013	42.16	0.00	42.16
051893	10/4/2013	TER005	Terry's Lock & Safe 0923131247	9/24/2013	49.05	0.00	49.05
			0925131249	9/26/2013	252.88	0.00	252.88
			Check 051893 Total:		301.93	0.00	301.93

Bank Code: W - WARRANTS PAYABLE							
Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
051894	10/4/2013	TER050	Tom Terfertiller 09112013	9/11/2013	35.00	0.00	35.00
							Check Entry Number: 001
051895	10/4/2013	TUC050	Stephen Tucker 09302013	9/30/2013	546.87	0.00	546.87
							Check Entry Number: 001
051896	10/4/2013	TWI001	Twiss Analytical Labs 1362588 1362594	9/20/2013 9/20/2013	690.00 217.00	0.00 0.00	690.00 217.00
							Check Entry Number: 001
			Check 051896 Total:		907.00	0.00	907.00
051897	10/4/2013	VER001	Verizon Wireless, Bellevue 9711610182	9/15/2013	227.59	0.00	227.59
							Check Entry Number: 001
051898	10/4/2013	WAS003	Washington Public Ports Assn. 013598	9/30/2013	530.00	0.00	530.00
							Check Entry Number: 001
051899	10/4/2013	WAT070	Tom Watson 09162013	9/16/2013	6.63	0.00	6.63
							Check Entry Number: 001
051900	10/4/2013	WAV040	Wave Broadband 09282013	9/28/2013	614.04	0.00	614.04
							Check Entry Number: 001
051901	10/4/2013	WES006	Westbay Auto Parts, Inc. 09252013	9/25/2013	135.95	0.00	135.95
							Check Entry Number: 001
051902	10/4/2013	WIL090	Leo Williams 09182013	9/18/2013	417.67	0.00	417.67
							Check Entry Number: 001
			Report Total:		119,401.72	0.00	119,401.72



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 051903 through No. 051904, are approved for payment in the amount of \$114,624.30 on this 9th day of October, 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	
051903	10/7/2013	CAI030	Caicos Corp and Insurance 10/04/2013	10/4/2013	105,741.97	0.00	105,741.97	Check Entry Number: 001
051904	10/7/2013	DEP070	Department of Revenue 10/04/2013	10/4/2013	8,882.33	0.00	8,882.33	Check Entry Number: 001
				Report Total:	<u>114,624.30</u>	<u>0.00</u>	<u>114,624.30</u>	