



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, November 13, 2013, 9:30 AM
Commission Building
333 Benedict Street
Port Townsend, WA**

AGENDA

➤ **WA State Department of Fish & Wildlife**

Rich Childers will brief the Commission on their activities.

➤ **Comprehensive Scheme of Harbor Improvements**

Staff will present an update on the revised Comprehensive Scheme of Harbor Improvements.

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.



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**Port of Port Townsend
1st Monthly Meeting Agenda
Wednesday, November 13, 2013, 1:00 PM
Commission Building
333 Benedict Street, Port Townsend, WA**

- I. Call to Order / Pledge of Allegiance
- II. Public Hearing on 2014 Operating/Capital Budget, 2014 Moorage Rates and 2014 Property Tax Levy
- III. Approval of Agenda
- IV. Consent Agenda
 - A. Approval of Meeting Minutes –October 23, 2013.....1-3
 - B. Operations Reports – October 2013.....4-7
- V. Public Comments (not related to Agenda)
- VI. Old Business
 - A. Resolution No. 600-13 – Year 2014 Operating Rates & Fees and Resolution No. 601-13 – Year 2014 Property Tax Amount.....8-17
 - B.
- VII. New Business
 - A. December Commission Meeting Schedule.....18
 - B. Approval of Warrants
- VIII. Staff Comments
- IX. Public Comments
- X. Commissioner Comments
- XI. **Next Meeting: Tuesday, November 26, 2013, 1:00 PM, Port Commission Building, 333 Benedict Street, Port Townsend, WA**
- XII. Executive Session
 - A. Real Estate
- XIII. Adjournment

PORT COMMISSION MEETING– October 23, 2013

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

Present: Commissioners – Erickson, Tucker, Thompson
Executive Director – Crockett
Deputy Director - Pivarnik
Auditor – Khile
Planning Analyst - Toews
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 – October 9, 2013
Approval of Public Workshop Minutes – October 9, 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. Port Strategic Advisory Committee (PSAC) – Commission Response (1:21):

Mr. Toews opened discussion on the draft response from the Commission to the PSAC, with commissioner comments color-coded. He explained that the task this evening is to reconcile the comments. He explained there seems to be a disagreement amongst the Commission on an emphasis of “a vital and healthy economy” vs. growth in the draft.

Commissioner Tucker commented on Political Capital, the new Administration Building planning process and the Strategic Plan. He believes procedures were followed but in hindsight, thinks it could have been discussed more with the public.

Commissioner Thompson agreed that procedures were followed and does not believe things would have gone any differently, since time was of the essence in this case.

Mr. Crockett reminded of the many Port projects where Commission and staff spent years in obtaining public input and added the Administration Building project was an exception since it was on a quick time line.

Commissioner Erickson discussed whether Port decision making was “procedurally flawed”. Discussions ensued including the need for a separate Strategic Plan for Quilcene, and comments from the Commission on what ‘growth’ meant to them. Mr. Toews reminded the Commission of the process of the PSAC, which includes open public meetings in this process.

Mr. Toews further discussed the meaning behind the PSACs desire of a “vibrant and healthy economy”.

Gwendolyn Tracy commented on the good line of communication between the Port and the public, and added it is also the responsibility of the citizen to keep that communication going.

Ron Hayes, PSAC member, explained his reasons for joining the PSAC. He asked the Commission “is there a real need for this committee?” If so, he would like it to be a meaningful exercise. He suggested holding more meetings; rather than once a year, quarterly or perhaps even more.

Commissioner Erickson agreed with the idea of more meetings during the year.

Peter Quinn explained his thoughts on what “growth” meant. He explained job growth is necessary and needed in the city and county in order to allow our population to thrive.

Bill Putney agreed the PSAC should meet more frequently, at the minimum quarterly, with an annual review.

Mr. Crockett suggested the role of the PSAC might be a good topic for the Public Workshop. He said if changes are made to meeting frequency, it might call for new

committee members, as some current members were able to commit knowing there would be one meeting a year.

After much discussion on the PSAC response, Mr. Toews informed he would incorporate the Commission edits and send them an electronic draft, along with an apology to the committee for the delayed response.

B. 2014 Budget (50:36):

Mr. Crockett announced ads have been placed in the local papers for the November 13, 2013 Public Hearing on the 2014 Budget. He added the final budget is due to the Assessor by November 30, 2013, so decisions are needed now.

As requested by the Commission, Ms. Khile provided them with a sheet reflecting a CPI increase to the rates and fees.

Mr. Crockett added that in his White Paper, he recommends taking the 1% property tax increase and a one-cent per square foot moorage rate increase. He also would like to go over all rates and fees and bring them up to where they need to be. For instance, his current recommendation is to raise tarp fees in order to keep up with tarp costs, raise environmental and live-aboard fees. He explained that some of our fees have not changed in ten years such as our labor rate. Mr. Crockett suggested staff go over all the fees and bring a recommendation back to the Commission within the next few months.

Ms. Khile requested input from the Commission.

Commissioner Thompson suggested going over items one by one.

1% property tax increase: Ms. Khile added this would bring approximately \$8,800 extra to the Port.

Commissioner Erickson does not agree with the tax increase. He stated that he believes it is not a good year to raise the taxes of Jefferson County residents. He thinks it would be better to find ways to decrease spending by that much.

Commissioner Thompson moved to take the 1% property tax increase.

Commissioner Tucker seconded the motion.

Commissioner Erickson opposed

Motion carried with two votes for and one against.

Moorage rate increase: Ms. Khile explained a one half-cent increase would bring in an additional \$10,500 and a one-cent increase would total \$21K.

Commissioner Thompson moved to increase the moorage rate by one-cent per square foot.

Commissioner Tucker seconded the motion.

Commissioner Erickson opposed.

Motion carried with two votes for and one against.

Commissioner Tucker expressed his idea of bringing rates and fees up to where they need to be and institute an annual CPI increase, as done with Port leases.

Ms. Khile reported that staff recommends increasing the live-aboard fee from \$65 to \$70, the environmental/hazardous waste fee in the marina from \$10 to \$15 and in the yard from \$25 to \$50, and increasing the tarp fees with the current range of \$20 to \$110 to a range of \$25 to \$120.

Commissioner Erickson discussed increasing environmental fees such as legal fees, water quality cost increases, costs associated with tighter storm water regulations, garbage rate increases, etc. and how it would help to figure these costs and increase fees based on that information. He said, "The yard fees will be set by a driver, other than us."

Mr. Tucker reminded that rates and fees could be looked at over the next few months.

Commissioner Tucker moved to increase the tarp fee schedule to a range of \$25 to \$120, increase the live-aboard fee to \$70 and increase the environmental/hazardous waste fee in the marina to \$15 and in the yard to \$50.

Commissioner Erickson seconded the motion.

Motion carried by unanimous vote.

VI. NEW BUSINESS:

A. Small Ports Conference – Take Aways (1:10:34):

Mr. Crockett discussed the Small Ports conference held last week in Leavenworth that the Commission and some staff attended. He thought it was an excellent conference.

Mr. Pivarnik gave a presentation at the conference on the Small Works Roster and how its use by small ports.

Mr. Crockett stated there were important discussions on Political Capital, Mission Statements, Strategic Plans, Delegation of Authority, to name a few. All of these items he would like to re-visit this year. Attorney Lake stated the importance of updating the Delegation of Authority on an annual basis.

Mr. Crockett would like to have a Financial Guidelines policy as a stand-alone document. As discussed at the conference, he believes it would be a good idea to incorporate the re-adoption of the Comp Plan with the budget process, which cannot be done this year, but possibly next year.

The Commissioners commented on the "port reports" at the conference, especially the Port of Coupeville and the Port of Columbia presentations.

B. Approval of Warrants (1:19:08):

Commissioner Tucker read the warrants, as presented:

Warrant #051905 through #051920 in the amount of \$60,588.16 for Payroll and Benefits

Warrant #051921 through #051974 in the amount of \$242,244.88 for Accounts Payable

Electronic Debit to Union Bank in the amount of \$18,941.80 for Washington State

Dept. of Labor & Industries 3rd Quarter Tax Return for July-September 2013

Electronic Debit to Union Bank in the amount of \$9,738.32 for Washington State

Combined Excise Tax for September 2013

Commissioner Tucker moved to approve the warrants as presented.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

VII. STAFF COMMENTS (1:21:00):

Ms. Nelson reminded that the Commissioners might want to reschedule the November 27, 2013 evening meeting since it is the day before Thanksgiving. Consensus was to move that meeting to Tuesday, November 26, 2013 at 1:00 PM.

Mr. Crockett informed that he would be co-hosting the monthly CEO breakfast in our new building tomorrow morning. Tomorrow, he and Commissioner Erickson would attend the PDD and RC&D meetings in Sequim.

Mr. Crockett stated the County discussed the proposed solid waste fee increase at their last meeting. He said there is a Public Hearing scheduled in the next week or two. He asked if the Commissioners had any comments they would like heard at that hearing, as he would attend.

Lastly, he announced the Kah Tai/Audubon Society celebration that takes place this Friday at 5:00 PM in the Port Townsend Yacht Club. All are invited.

VIII. PUBLIC COMMENTS (1:24:00):

Gwendolyn Tracy commented on the imminent increase in environmental fees due to increased regulations.

IX. COMMISSIONER COMMENTS (1:28:18):

Commissioner Thompson commented on the Political Capital issue. He added that the Port has a good relationship with both local papers and believes it is a good move to keep them appraised. He commented on the "excellent article" in the Leader on the intent to sue letter received by the Port.

Commissioner Tucker would like to talk more about the "good things" with the press and the public, such as the A/B dock rehab and the new Travelift pier.

X. NEXT MEETING WITH BUDGET PUBLIC HEARING / PUBLIC WORKSHOP:

Next regular meeting with a Public Hearing on the 2014 Budget will be held Wednesday, November 13, 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:

None

XII. ADJOURNMENT:

The meeting adjourned at 8:03 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

BOATHAVEN OPERATIONS REPORT/MOORAGE

MONTH: OCTOBER

DATE: 11/5/2013

MONTHLY PERMS: 360

MONTHLY GUESTS: 22

# 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>23</u>	1	96%
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>287</u>	11	AVG: <u>96%</u>

LINEAR SPACE/FT	OCCUPIED	% OCCUPIED
COMMERCIAL <u>365</u>	<u>365</u>	<u>100%</u>
RECREATIONAL <u>1986</u>	<u>1986</u>	<u>100%</u>
LIMITED ACC. <u>1455</u>	<u>1382</u>	<u>95%</u>
TOTAL: <u>3806</u>	<u>3660</u>	146 AVG: <u>98%</u>

	CURR	PREV	YTD
NIGHTLY GUESTS:	269	3905	4174
CREDIT SYSTEM:	20	261	281
TEMP TIE UP:	8	183	191
FREE NIGHTS:	0	7	7
PTYC:	9	196	205
RAMP/DAILY:	49	1052	1101
RAMP/ANNUAL:	1	484	485

WAIT LISTS	
25' PLEA:	<u>9</u>
27' PLEA:	<u>2</u>
30' PLEA:	<u>45</u>
35' PLEA:	<u>26</u>
40' PLEA:	<u>44</u>
45' PLEA:	<u>14</u>
50' PLEA:	<u>16</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 %: 97%

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	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	192	4971	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

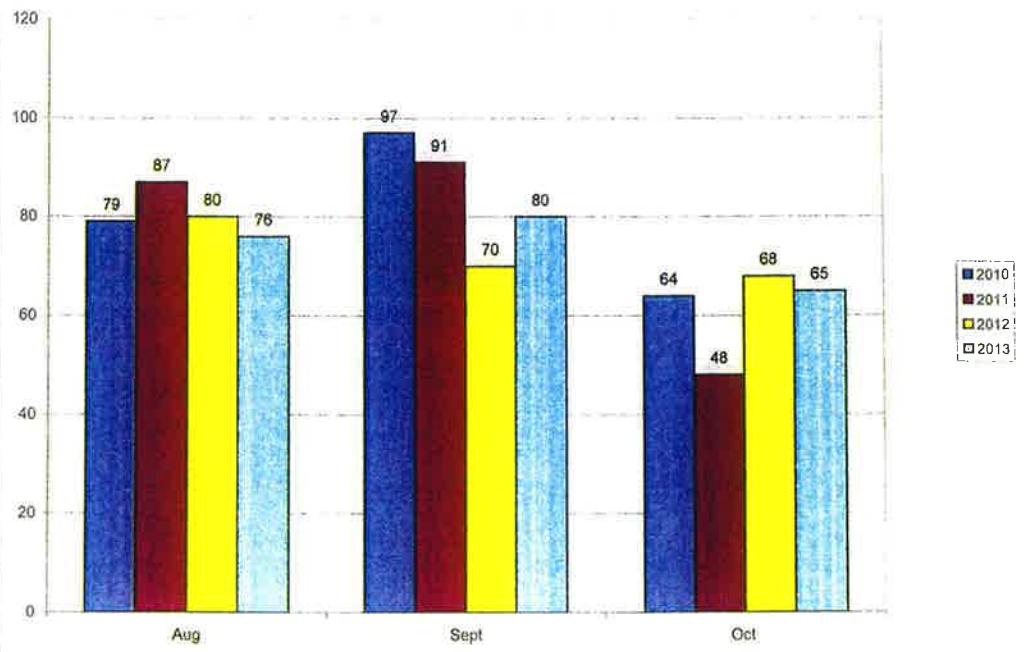
	2008		2009		2010		2011		2012		2013		
	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	
JAN	85	85	136	136	175	175	173	173	176	176	180	180	JAN
FEB	195	280	163	299	286	461	214	387	221	397	261	441	FEB
MAR	188	468	186	485	338	799	239	626	229	626	359	800	MAR
APRIL	312	780	412	897	403	1202	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	694	6897	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

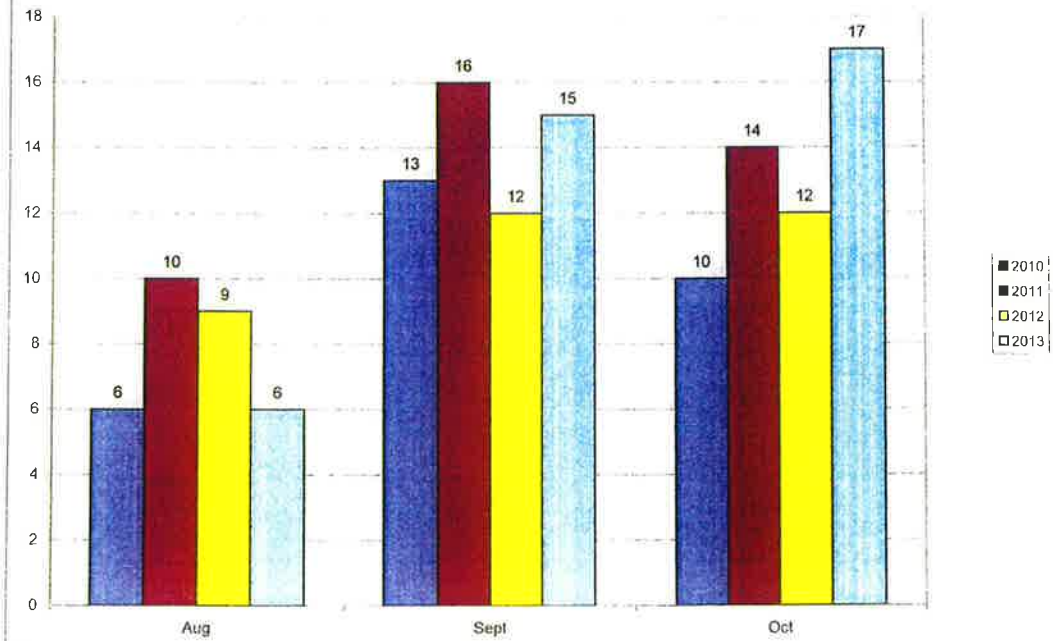
	AVAIL/GOAL	OCCUPIED	%
LTD ACCESS MOORAGE	40 SLIPS	33	83%
COMMERCIAL MOORAGE	850 FEET	846	100%
SEASONAL MOORAGE	32 SLIPS	19	59%
SEASONAL RV'S	10 SITES	8	80%
UNDESIRABLE	5 SLIPS	0	0%

STORAGE OPERATIONS REPORT									DATE:	11/6/2013
October-13	OCT	OCT	OCT	OCT	2010 YEAR	2011 YEAR	2012 YEAR	2013 YEAR		
	2010	2011	2012	2013	TO DATE	TO DATE	TO DATE	TO DATE	REMARKS	
HAUL-OUT										
BOAT YARD - OUT	64	48	68	65	679	656	679	681		
BOAT YARD - IN	75	56	46	59	691	669	661	649		
67% RE-BLOCK	8	3	9	6	54	73	36	54		
40% INSPECTION	6	7	8	3	33	42	33	32		
OTHER	6	10	4	5	27	34	24	22		
SUB TOTAL	159	124	135	138	1484	1474	1433	1438		
SHIP - OUT	10	14	12	17	86	105	121	139		
SHIP - IN	7	7	9	13	86	97	117	123		
SHIP - RE-BLOCK	2	1	0	0	7	9	10	2		
SHIP-INSPECTION	0	0	1	1	6	5	2	6		
SHIP - OTHER	0	0	0	0	0	3	2	5		
SUB TOTAL	19	22	21	31	185	219	252	275		
TOTAL	178	146	156	169	1669	1693	1685	1713		
STORAGE					OFF PORT PROPERTY					
PTBH - START	107	83	68	76	GOLD STAR - 7					
PTBH - END	100	72	78	70	STEPHENS - 1					
PTBH-O.P.P.	18	20	25	26	DAY - 1					
SHIP-START	10	11	8	14	PT CO-OP - 8					
SHIP-END	12	16	11	20	HAVEN - 2					
SHIP-O.P.P.	0	4	1	1	TBM - SMALL - 7					
PERM/FREE	0	0	0	0	TBM - SHIP - 1					
FREE DAYS	66	43	101	70						
PTBH lineal feet	3570	2911	3076	2930						
SHIP lineal feet	824	1060	732	1507						
Longterm Storage	25	22	23	24						
LONGTERM linear	928	844	855	910						
JCIA OPERATIONS REPORT										
HANGERS	10	11	13	13						
TIE DN - PAVED	3	3	2	2						
TIE DN - GRASS	1	1	1	0						
TIE DN - NIGHTLY	18	2	0	0						
W/L - HANGERS	2	1	0	0						
PERMS PAID R/T										
BOATS										

Round Trip Haul Outs 70/75 T



Round Trip Hoists 300 Ton



PORT OF PORT TOWNSEND

MEETING OF: November 13, 2013

AGENDA ITEM: VI. Old Business
A. Adoption of 2014 Operating Rates & 2014 Property Tax Levy Amount

Resolution No. 600-13 - Year 2014 Operating Rates & Fees
Resolution No. 601-13 – Year 2014 Property Tax Amount

BACKGROUND:

The proposed 2014 Property Tax Levy and proposed rate adjustments have been discussed at numerous Commission Meetings over the past two months.

As per the RCW's, the tax levy request and budget need to be adopted and filed, along with the adopting Resolutions, with the appropriate agencies by November 30th.

The following three Resolutions need to be considered individually, in order to adopt the 2014 Tax Levy amount and the 2014 Operating Rates & Fees.

1. **Resolution No. 600-13**
Adopts the Year 2014 Operating Rates & Fees.
2. **Resolution No. 601-13**
Sets the actual Property Tax Levy amount for the year 2014.

EXECUTIVE DIRECTOR'S RECOMMENDATION:

Adopt Resolutions No. 600-13 and 601-13, thus approving the Operating Rates & Fees Property Tax Levy amount, all for the year 2014.

RESOLUTION NO. 600-13

A Resolution of the Commission of the Port of Port Townsend

RESOLUTION ADOPTING THE YEAR 2014 OPERATING RATES AND FEES OF THE PORT OF PORT TOWNSEND.

WHEREAS: the Port Commission of the Port of Port Townsend has discussed revising rates for certain Port services and facilities throughout the budget process.

WHEREAS: the Port Commission did, in 2010, create a new rate formula for the pricing of permanent moorage at all three Port owned marinas, which was implemented on March 1, 2011, and;

WHEREAS: the current Draft 2014 Operating Budget does propose adjusting moorage rates by using this rate formula, as well as adjusting some additional rates and fees, and;

WHEREAS: all rates charged by the Port are enumerated on the Port's Schedule of Rates and Fees;

NOW, THEREFORE BE IT HEREBY RESOLVED: that the Port Commission of the Port of Port Townsend hereby adopts the following rates and fees, as per the attached, marked "Exhibit A", Port of Port Townsend Schedule of Rates and Fees, effective January 1, 2014.

ADOPTED this 13th day of November 2013, by the Commission of the Port of Port Townsend and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission duly affixed.

ATTEST:

David H. Thompson, Secretary

Leif W. Erickson, President

APPROVED AS TO FORM:

Steve R. Tucker, Vice-President

Carolyn A. Lake, Goodstein Law Group
Port Attorney

WORK YARD/SHIP YARD

Service Rates – Effective January 1, 2014

Approved by Port Commission on November 13, 2013

Hoist - 70 Ton (Based on Hull length)

0' - 24'		\$124.00 Round Trip
25' - 40'		\$124.00 Round Trip
	Plus	9.65/Ft. over 24'
Over 40'		\$278.40
	Plus	11.00/Ft. over 40'
Minimum Hoist Charge		\$ 90.00
Inspection Hoist/Minimum (or 40% of R/T)		\$ 90.00 Minimum
Hang-overnight 25% with R/T hoist OR 75% without R/T hoist		
Washdown Fee (30 min. owners use of washdown)		\$ 1.35 per ft.
Delay of Lift		\$ 2.00 per minute
After Hours Overtime		\$150.00 per hour (with 2 staff)
Call in (minimum 2 hours)		\$150.00 per hour (with 2 staff)
Extra Washdown		\$ 1.00 per minute
Hazardous Waste Fee (NPDES) (Per mo OR Haul-out)		\$ 50.00
Hazardous Waste Fee for inspection		\$ 25.00
Equipment Charge(One hour min.) Hoist		\$225.00/hour

WA State Sales Tax applicable to all service fees utilizing Port equipment with a Port Operator.

STORAGE (Length Overall)

Daily / Monthly - 1 – 29 days		\$.55 per ft./day
Daily / Monthly - 30 days and over		\$.42 per ft./day*
Inactive - Long-term Storage Yard		\$ 5.75 ft/month*
Dolly Rental		\$ 45.00 per week*
Trailer/Boat on Trailer		\$ 6.00 per ft./month*
Mast Storage		\$.75 X 5 per ft./month*
Miscellaneous Storage		\$.75 per sq. ft./month*
Electrical / 220		\$ 5.00 per day
Liveaboard Fee		\$ 70.00 per month*
Portable Building		Quote
Additional Blocking		\$ 40.00 per month*
Blocking Rental Fee (Off Port Property)		\$ 1.00 ft/mo* \$25.00 minimum
Trailer only Parking		\$ 5.00 per day (plus sales tax)
		\$ 25.00 per week (plus sales tax)
		\$ 50.00 per month*

***12.84% WA State Leasehold Excise Tax assessed in addition to Port charges for stays of 30 days or more.**

If stay does exceed 30 days, the leasehold tax will be added to the first 29 days.

300 TON TRAVELIFT

Round-trip Haulout *(Based on Hull length)*

Vessels up to 70'	\$11.00 per ft.
Vessels 71' up to 90'	\$12.00 per ft.
Vessel over 90'	\$14.00 per ft.

Minimum Hoist Charge	\$450.00
Reblocking	75% of Round-trip Rate
Inspection Hoist	60% of Round-trip Rate
Inspection Hoist prior to launch -	25% of Round-trip Rate
Overnight Hang Inspection Hoist -	\$450.00 or 75% of Round-trip Rate
Washdown Fee	\$ 2.00 per ft/hour

Multi-Hulls pay 150% of above rates

Diver Fees May Apply for Strap Placement

WA State Sales Tax applicable to all service fees utilizing Port equipment with a Port Operator.

Overtime	Normal fees PLUS \$110.00 Flat Fee and \$75.00/hr per person (2 staff min.)
Emergency (Call In) <u>Minimum 2 hours</u>	Normal fees PLUS \$300.00 Flat Fee and \$75.00/hr per person (2 staff min.)
Equipment charge	\$1,050.00 per hour

TOPSIDE WORK PIER USAGE FEES

Base charge	\$25.00 (Minimum 1 hour)
Extra time	\$50.00/hour

STORAGE

(Minimum Blocking Fee of 5 days for Storage, Environmental Fee & Electric)

Storage Environmental Fee *(Hull length)* \$ 1.00/ft./month*
Minimum \$50.00 - Can pro-rate up to 2 weeks.

Storage *(Length Overall)*

Vessels up to 70'	\$.65 ft./day*
Vessels 71' up to 90'	\$.85 ft./day*
Vessels over 90'	\$1.00 ft./day*
Miscellaneous (Gear & Equipment)	\$.75/sq. ft./month *

There is an additional fee of 3% of the value of improvements & enhancements to the vessel made by anyone other than owner or crew while vessel is at the Port of Port Townsend.

ELECTRIC

Yard Electric
Work Pier Electric

\$1.00/day base fee/Plus KWH use
\$5.00
\$1.00/day base fee/Plus KWH used

Work Pier Moorage

\$1.00/ft./day – Need to reserve with Yard office
\$50.00 Minimum Includes Pier deck access

TARP POOL FEE SCHEDULE

20' X 20' Tarp	\$ 25.00
20' X 30' Tarp	\$ 35.00
20' X 40' Tarp	\$ 45.00
26' X 40' Tarp	\$ 55.00
30' X 40' Tarp	\$ 65.00
30' X 60' Tarp	\$ 90.00
40' X 60' Tarp	\$120.00

MISCELLANEOUS FEES

Port Labor Charge	\$ 50.00/hr per person
Overtime labor charge	\$ 75.00/hr per person
Delay of Lift	\$ 2.00 per min
Small equipment charge	\$100.00
Emergency Pumps	\$ 100.00
Bilge Water	\$.50 per gallon
Chain Up Fee-1 st Offense	\$ 100.00
2 nd Offense	\$ 200.00
3 rd Offense	\$ 400.00
Impound Fee-1 st Offense	\$ 100.00
2 nd Offense	\$ 200.00
3 rd Offense	\$ 400.00
Late Charge	\$ 10.00 minimum or 1.5%
Garbage Dump Fee	\$ 320.00

PTBH - JCIA

Service Rates – Effective January 1, 2014
Approved by Port Commission on November 13, 2013

MOORAGE RATE IS BASED ON OVERALL LENGTH OR SLIP LENGTH, WHICHEVER IS GREATER.

<u>NIGHTLY MOORAGE</u>	\$ 1.00 Ft/night
Marine Trades customers	\$.50 Ft/night (<i>Monday-Thursday, while boat is being worked on by a marine trade – space available basis</i>)
Yacht Club Reciprocal	\$.50 Ft/night
1 st boat daily to register at PTBH Moorage Office 9/1 – 5/31 (1 night limit)	
1 st 2 boats daily to register at PTBH Moorage Office 6/1 – 8/31 (1 night limit)	
<u>RESERVATION FEE</u>	\$ 7.00 per reservation (limited by space)**
<u>TEMPORARY TIE UP</u> (up to 4 hours)	\$ 5.00/10.00 Over 35'
<u>NIGHTLY ELECTRIC</u>	\$ 3.00 Over 55' Feet \$5.00
<u>PERMANENT MOORAGE</u> 25'	\$ 161.88 Month*
27' -	\$ 176.89 Month*
30' -	\$ 198.23 Month*
35' -	\$ 251.58 Month*
40' -	\$ 289.60 Month*
45' -	\$ 338.35 Month*
50' -	\$ 391.00 Month*
51' - 60'	\$ 8.09 Ft/mo*
61' - 70'	\$ 8.57 Ft/mo*
71' - 90'	\$ 9.08 Ft/mo*
91' – 110'	\$ 9.64 Ft/mo*
111 to 130'	\$ 10.21 Ft/mo*
Active Commercial Fishing	\$ 5.89 Ft/mo*
Limited Access	\$ 5.09 Ft/mo*
Undesirable	\$ 3.36 Ft/mo*
Business/Limited Access	\$ Same as permanent rate per ft/month
Over-wide Vessels	Vessel length + 50% of beam X Established Rate
Liveaboard Fee	\$ 70.00 per month*
Hazardous Waste Fee (NPDES)	\$ 15.00 per month
Metered Electric/base fee	\$ 8.25 per month + KWH's Used

Moorage Guest Monthly (Ask about availability & Rates)

*12.84% WA State Leasehold Excise Tax assessed in addition to Port charges for stays of 30 days or more.

**not applied to stay

MISCELLANEOUS

Mini-Storage Units	\$ 1.00/square foot Per month
Port Labor Rate	\$ 50.00/hr. Per Person
Overtime Labor Rate	\$ 75.00/hr. Per Person
Docking Fee per Ft./day (Charter Vessels, + \$.60 per person)	\$ 1.00
Relocate Vessel by Hand	\$ 50.00
Relocate Vessel with Port Skiff	\$ 100.00
Emergency Pumps	\$ 100.00
Bilge Water	\$.50 per gallon
Chain Up Fee-1 st Offense	\$ 100.00
2 nd Offense	\$ 200.00
3 rd Offense	\$ 400.00
Impound Fee-1 st Offense	\$ 100.00
2 nd Offense	\$ 200.00
3 rd Offense	\$ 400.00
Pet Clean-up	\$ 50.00
Late Charge	\$ 10.00 minimum or 1.5% of
Waiting List Fee	\$ 50.00
Waiting List Renewal Fee or Pass Fee	\$ 25.00 per year or per pass
Garbage Dump Fee	\$ 320.00
Photocopy/page	\$.15
Fax - First Page	\$ 2.50
Each Additional Page	\$ 1.25
Notary Service	\$ 10.00
NSF Check Charge	\$ 50.00 per occurrence
Launch Ramp Parking Fee	\$ 10.00 per day
Annual Ramp Parking Fee**	\$ 45.00 per year

**Free with Verified VA Determination

Port Hadlock Dock – Dinghy/Skiff Tie-up \$ 125.00 annual (dock) - \$75.00 annual (beach)

Non-Metered Electrical/Winter

20' & 25' slips	\$35.75/mo
30' & 35' slips	47.55/mo
40' & Up+ Business	59.40/mo

Non-Metered Electrical/Summer

20' & 25' slips	\$17.85/mo
30' & 35' slips	28.60/mo
40' & Up+ Business	41.60/mo

AIRPORT

Daily Tie Down	\$ 5.00
Monthly Grass Tiedown	\$ 37.00*
Annual Grass (must pay in advance)	\$407.00*
Monthly Paved Tiedown	\$ 53.50*
Monthly Hangar	\$178.50*
Weekly Parking (7 or more days)	\$ 10.00
Monthly Parking	\$ 30.00*
Annual Parking	\$180.00*
Commercial Landing Fee	\$.30/1000# Max. Loaded Gross Weight

POINT HUDSON

Service Rates – Effective January 1, 2014
Approved by Port Commission on November 13, 2013

Reservation Fee	\$ 7.00 per reservation **
Nightly Moorage (winter)	\$ 1.00 ft/night (Oct – May)
Nightly Moorage (summer)	\$ 1.25 ft/night (June – Sept)
(over wide vessels over 18 ft. beam)	\$ 1.50 ft./night
Marine Trades customers	\$.50 Ft/night (Monday-Thursday, while boat is being worked on by a marine trade–space available basis)
Temporary Tie-up (up to 4 hours)	\$ 5.00
Nightly Electrical	\$ 3.00/per night 55' or over \$5.00/per night

Winter Monthly Moorage (October – April) **(ASK ABOUT AVAILABLITY AND RATES)**

Limited Access Moorage	\$ 5.09 ft/month*
Business Moorage	Same as PTBH Permanent Rate/Ft/month*
Liveaboard Fee	\$ 70.00 per month*
Hazardous Waste Fee (NPDES)	\$ 15.00 per month
Electric – Base fee	\$ 8.25 per month + KWH's Used
RV Space (winter) Monthly	\$ 400.00 per month* (Oct. through April)
RV Space (nightly) Hookup	\$ 30.00 per night-winter(Oct. through April)
RV Space (nightly) Premium Waterfront	\$ 35.00 per night-winter(Oct. through April)
RV (nightly) Hookup Second Row Loop	\$ 27.00 per night year round
RV Space (nightly) Hookup	\$ 35.00 per night-summer(May through Sept)
RV Space (nightly) Premium Waterfront	\$ 52.00 per night-summer(May through Sept)
Dry Camp	\$ 20.00 per night year round
RV Space – Extra Vehicle	\$ 5.00 per vehicle/per night
RV Holding Tank – Dump Fee	\$ 5.00
Boat on Trailer in Event Parking Fee	\$ 25.00 per week (plus sales tax) \$ 50.00 per month*
Kayak or Rowing Shell Storage	\$ 15.00 per month

***12.84% WA State Leasehold Excise Tax assessed in addition to Port charges for stays of 30 days or more.
If stay does exceed 30 days, the leasehold tax will be added to the first 29 days.**

****not applied to stay**

HERB BECK MARINA – QUILCENE

Service Rates – Effective January 1, 2014
Approved by Port Commission on November 13, 2013

MOORAGE RATE IS BASED ON OVERALL LENGTH OR SLIP LENGTH, WHICHEVER IS GREATER.

<u>NIGHTLY MOORAGE</u>	\$.50 Ft/night
<u>TEMPORARY TIE UP</u> (up to 4 hours)	\$ 5.00
<u>NIGHTLY ELECTRIC</u>	\$ 3.00 Over 55' Feet \$5.00
<u>PERMANENT MOORAGE</u> up to 24'	\$ 6.01 Ft/Mo*
25' – 29'	\$ 6.35 Ft/Mo*
30' - 35'	\$ 6.46 Ft/Mo*
36' - 45'	\$ 7.08 Ft/Mo*
46' – 50'	\$ 7.63 Ft/Mo*
51' - 60'	\$ 7.90 Ft/Mo*

Limited Access – Up to 18 Feet	\$ 3.28 Ft/mo*
Liveaboard Fee	\$ 70.00 per month*
Hazardous Waste Fee (NPDES)	\$ 15.00 per month
Metered Electric	\$ 8.25 per month + KWH's Used

CAMPING/RV SITES

Nightly Camping Space	\$10.00 per night
Nightly RV Space	\$20.00 per night

STORAGE

Boat on Trailer	\$ 6.00 ft/mo*
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*12.84% WA State Leasehold Excise Tax assessed in addition to Port charges for stays of 30 days or more.
If stay does exceed 30 days, the leasehold tax will be added to the first 29 days.

MISCELLANEOUS

Business – Full Rate	125% of Permanent Rate per Ft/month*
Over-wide Vessels	Vessel length + 50% of beam X Established Rate
Chain Up Fee-1 st Offense	\$ 100.00
2 nd Offense	\$ 200.00
3 rd Offense	\$ 400.00
Pet Clean-up	\$ 50.00
Late Charge	\$ 10.00 minimum or 1.5% of balance, whichever is greater
Launch Ramp Parking Fee	\$ 10.00 per day
Annual Ramp Parking Fee**	\$ 45.00 per year

**Free with Verified VA Determination

RESOLUTION NO. 601-13

A Resolution of the Commission of the Port of Port Townsend

**RESOLUTION FIXING THE AMOUNT OF TAX TO BE LEVIED, AND
LEVYING THE TAX UPON TAXABLE PROPERTY IN THE PORT OF PORT
TOWNSEND DISTRICT, BOTH REAL, PERSONAL AND UTILITIES TO MEET
EXPENSES OF SAID PORT OF PORT TOWNSEND FOR THE YEAR 2014.**

WHEREAS: the Port Commission has properly given notice of the public hearing held November 13, 2013 to consider the Port of Port Townsend's current expense and capital budget for the calendar year 2014, pursuant to RCW 53.35.020, and;

WHEREAS: the Port Commission, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that the Port of Port Townsend does require an increase in property tax revenue from the previous year, other than the increase resulting from the addition of new construction and improvements to property, refunds from the previous year, and any increase in the value of state-assessed property, in order to discharge the expected expenses and obligations for the Port of Port Townsend and in its best interest;

NOW, THEREFORE BE IT HEREBY RESOLVED: by the Port Commission of the Port of Port Townsend than an increase in the regular property tax levy limit, in addition to any amount resulting from the addition of new construction and improvements to property, refunds from the previous year, and any increase in the value of state-assessed property, is hereby authorized for the year 2014 levy in the amount of \$893,639.70 for capital improvements and operations, which is a percentage increase of 1.00 percent (\$8,847.92) from the previous year.

ADOPTED this 13th day of November 2013, by the Commission of the Port of Port Townsend and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission duly affixed.

ATTEST:

David H. Thompson, Secretary

Leif W. Erickson, President

APPROVED AS TO FORM:

Steven R. Tucker, Vice President

Carolyn A. Lake, Goodstein Law Group
Port Attorney

PORT OF PORT TOWNSEND

MEETING OF: November 13, 2013

**AGENDA ITEM: VII. New Business
A. December Commission Meeting Schedule**

BACKGROUND:

The date of the second Commission Meeting in December falls on Christmas. Staff recommends changing the meeting to 1:00 PM on Monday, December 23, 2013.

Executive Director's Recommendation:

To reschedule the December 25, 2013 meeting to be held at 1:00 PM on Monday, December 23, 2013.



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 051998 through No. 052074 , are approved for payment in the amount of \$114287.84 on this 13th day of November , 2013.

For: **Accounts Payable**

Commissioner Leif W. Erickson

Commissioner Stephen R. Tucker

Commissioner David H. Thompson

Amy Khile, Director of Finance
And Administration

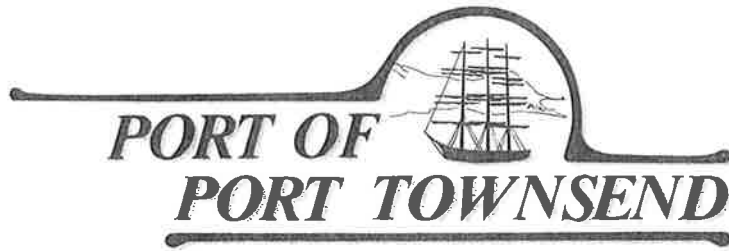
Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
051998	11/8/2013	ADM002	Admiral Ship Supply Inc.					Check Entry Number: 001
			452517	9/30/2013	19.84	0.00	19.84	
			453149	10/10/2013	26.15	0.00	26.15	
			453170	10/11/2013	52.15	0.00	52.15	
			Check 051998 Total:		98.14	0.00	98.14	
051999	11/8/2013	AND070	Stuart Anderson					Check Entry Number: 001
			11/04/2013	11/4/2013	7.00	0.00	7.00	
052000	11/8/2013	ARR010	Arrow Lumber Port Townsend					Check Entry Number: 001
			76876	10/3/2013	20.27	0.00	20.27	
052001	11/8/2013	BUC010	Tom Buckner					Check Entry Number: 001
			10/22/2013	10/22/2013	43.00	0.00	43.00	
052002	11/8/2013	CAI040	Al Cairns					Check Entry Number: 001
			10/31/2013	10/31/2013	167.20	0.00	167.20	
052003	11/8/2013	CAN001	Canon Financial Services Inc.					Check Entry Number: 001
			13198613	10/22/2013	222.63	0.00	222.63	
052004	11/8/2013	CAR001	Carl's Building Supply					Check Entry Number: 001
			1310653985	10/7/2013	40.02	0.00	40.02	
052005	11/8/2013	CEN040	CENTURYLINK					Check Entry Number: 001
			1278541880	10/19/2013	2,763.10	0.00	2,763.10	
052006	11/8/2013	CHY001	Chyna Sea Ventures, LTD					Check Entry Number: 001
			130029-B	11/1/2013	700.00	0.00	700.00	
052007	11/8/2013	CIT001	City Of Port Townsend					Check Entry Number: 001
			10/31/2013	10/31/2013	7,628.34	0.00	7,628.34	
052008	11/8/2013	CRO001	Lawrence C Crockett					Check Entry Number: 001
			10/31/2013	10/31/2013	957.02	0.00	957.02	
052009	11/8/2013	DEC050	William Deckman					Check Entry Number: 001
			10/27/2013	10/27/2013	50.00	0.00	50.00	
052010	11/8/2013	DMD005	DM Disposal Co. Inc.					Check Entry Number: 001
			407921	11/1/2013	76.42	0.00	76.42	
			3400888	11/1/2013	49.14	0.00	49.14	
			3407915	11/1/2013	1,702.29	0.00	1,702.29	
			3407922	11/1/2013	591.52	0.00	591.52	
			3407925	11/1/2013	38.50	0.00	38.50	
			3407929	11/1/2013	2,991.10	0.00	2,991.10	
			3407975	11/1/2013	222.01	0.00	222.01	
			Check 052010 Total:		5,670.98	0.00	5,670.98	
052011	11/8/2013	DOU010	Double D Electric					Check Entry Number: 001
			10293	10/24/2013	39.73	0.00	39.73	
			10301	10/28/2013	9.07	0.00	9.07	
			Check 052011 Total:		48.80	0.00	48.80	
052012	11/8/2013	EDE005	Edensaw Woods, LTD					Check Entry Number: 001
			0024409540	10/17/2013	294.30	0.00	294.30	
052013	11/8/2013	END040	enduris Washington					Check Entry Number: 001
			11062013	11/6/2013	7,444.00	0.00	7,444.00	
052014	11/8/2013	ERI030	Leif W. Erickson					Check Entry Number: 001
			10/31/2013	10/31/2013	597.96	0.00	597.96	
052015	11/8/2013	FER001	Ferrellgas					Check Entry Number: 001
			1078370662	10/7/2013	434.68	0.00	434.68	
052016	11/8/2013	GOO002	Good Man Inc.					Check Entry Number: 001
			76357	11/1/2013	547.96	0.00	547.96	
052017	11/8/2013	GOO020	Goodstein Law Group					Check Entry Number: 001
			10/31/2013	11/1/2013	9,668.18	0.00	9,668.18	
			11012013	11/1/2013	2,518.40	0.00	2,518.40	
			Check 052017 Total:		12,186.58	0.00	12,186.58	
052018	11/8/2013	HAD001	Hadlock Building Supply					Check Entry Number: 001
			01030928	9/28/2013	207.08	0.00	207.08	
			01031789	10/9/2013	106.98	0.00	106.98	
			01032191	10/14/2013	34.49	0.00	34.49	
			Check 052018 Total:		348.55	0.00	348.55	
052019	11/8/2013	HAN001	Hanson Electric					Check Entry Number: 001
			113146	10/10/2013	13,062.91	0.00	13,062.91	
052020	11/8/2013	HEN002	Henery Hardware					Check Entry Number: 001
			490284	9/27/2013	12.51	0.00	12.51	
			490504	9/30/2013	44.78	0.00	44.78	
			490578	10/1/2013	19.55	0.00	19.55	
			490579	10/1/2013	31.51	0.00	31.51	
			490835	10/4/2013	21.73	0.00	21.73	
			491013	10/7/2013	10.88	0.00	10.88	
			491276	10/10/2013	91.53	0.00	91.53	
			491329	10/10/2013	8.99	0.00	8.99	
			491623	10/14/2013	152.59	0.00	152.59	
			491739	10/15/2013	12.63	0.00	12.63	
			491798	10/16/2013	29.63	0.00	29.63	
			491882	10/17/2013	13.07	0.00	13.07	
			491984	10/18/2013	14.16	0.00	14.16	
			491990	10/18/2013	21.76	0.00	21.76	
			492248	10/22/2013	45.05	0.00	45.05	
			492505	10/25/2013	39.63	0.00	39.63	
			Check 052020 Total:		530.90	0.00	530.90	
052021	11/8/2013	HEN006	Quilcene Henery's Hardware					Check Entry Number: 001
			10252013	10/25/2013	77.82	0.00	77.82	
052022	11/8/2013	HIL010	M. W. Hillman Consulting					Check Entry Number: 001

Bank Code: W - WARRANTS PAYABLE								
Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
052023	11/8/2013	ICS001	11012013	11/1/2013	595.00	0.00	595.00	
			ICS Support, Inc.					Check Entry Number: 001
			0015700	10/18/2013	3,368.10	0.00	3,368.10	
			0015939	10/25/2013	825.00	0.00	825.00	
			0049279-IN	10/16/2013	55.60	0.00	55.60	
			Check 052023 Total:		4,248.70	0.00	4,248.70	
052024	11/8/2013	JC0003	Jefferson County - Public Work				Check Entry Number: 001	
			1161	10/11/2013	993.86	0.00	993.86	
			1170	10/25/2013	169.26	0.00	169.26	
			1320515	10/1/2013	117.38	0.00	117.38	
			1320951	10/3/2013	108.26	0.00	108.26	
			1321622	10/7/2013	68.38	0.00	68.38	
			1322388	10/10/2013	25.07	0.00	25.07	
			1322619	10/11/2013	90.03	0.00	90.03	
			1323776	10/16/2013	70.66	0.00	70.66	
			1324041	10/17/2013	152.71	0.00	152.71	
			1324170	10/17/2013	99.15	0.00	99.15	
			1325047	10/22/2013	54.70	0.00	54.70	
			1326483	10/28/2013	115.10	0.00	115.10	
			1326999	10/30/2013	102.56	0.00	102.56	
			Check 052024 Total:		2,167.12	0.00	2,167.12	
052025	11/8/2013	JC1007	Jeffco Utility Coord Council				Check Entry Number: 001	
			10172013	10/17/2013	100.00	0.00	100.00	
052026	11/8/2013	KEE010	Travis Keena				Check Entry Number: 001	
			10312013	10/31/2013	211.73	0.00	211.73	
052027	11/8/2013	KEN010	Kendrick Equipment LTD				Check Entry Number: 001	
			U2258	10/8/2013	406.64	0.00	406.64	
052028	11/8/2013	KIT003	Kitsap Harbor Tours				Check Entry Number: 001	
			11/04/2013	11/4/2013	73.10	0.00	73.10	
052029	11/8/2013	LEA040	Leavitt Machinery				Check Entry Number: 001	
			I76537	10/17/2013	466.52	0.00	466.52	
052030	11/8/2013	LEM040	Lemay Mobile Shredding				Check Entry Number: 001	
			4362634	11/1/2013	64.00	0.00	64.00	
052031	11/8/2013	LIN050	Oscar Lind				Check Entry Number: 001	
			11042013	11/4/2013	72.30	0.00	72.30	
052032	11/8/2013	MUN010	Municipal Research & Ser. Ctr.				Check Entry Number: 001	
			AG11295	11/1/2013	120.00	0.00	120.00	
052033	11/8/2013	MUR002	Murrey's Disposal Co. Inc.				Check Entry Number: 001	
			3416310	11/1/2013	31.29	0.00	31.29	
			3416388	11/1/2013	86.99	0.00	86.99	
			3416476	11/1/2013	205.69	0.00	205.69	
			Check 052033 Total:		323.97	0.00	323.97	
052034	11/8/2013	NEL001	Sue Nelson				Check Entry Number: 001	
			10312013	10/31/2013	532.42	0.00	532.42	
052035	11/8/2013	NOR001	North Coast Electric Co				Check Entry Number: 001	
			5406593	10/15/2013	411.04	0.00	411.04	
052036	11/8/2013	OES001	OESD 114				Check Entry Number: 001	
			1314000224	11/1/2013	942.01	0.00	942.01	
052037	11/8/2013	OLY002	AmSan				Check Entry Number: 001	
			297234973	10/2/2013	388.24	0.00	388.24	
			297234981	10/2/2013	233.42	0.00	233.42	
			297725731	10/9/2013	340.17	0.00	340.17	
			298175639	10/16/2013	490.18	0.00	490.18	
			298175647	10/16/2013	200.79	0.00	200.79	
			298629346	10/23/2013	492.66	0.00	492.66	
			298629353	10/23/2013	91.92	0.00	91.92	
			Check 052037 Total:		2,237.38	0.00	2,237.38	
052038	11/8/2013	OLY003	Olympic Springs, Inc.				Check Entry Number: 001	
			10312013	10/31/2013	40.85	0.00	40.85	
052039	11/8/2013	PAC004	Pacific Office Equipment Co				Check Entry Number: 001	
			912622	10/31/2013	54.50	0.00	54.50	
			912623	10/31/2013	37.82	0.00	37.82	
			912624	10/31/2013	0.39	0.00	0.39	
			912625	10/31/2013	8.67	0.00	8.67	
			912626	10/31/2013	109.16	0.00	109.16	
			Check 052039 Total:		210.54	0.00	210.54	
052040	11/8/2013	PEN003	Peninsula Daily News				Check Entry Number: 001	
			LG522065	10/27/2013	117.50	0.00	117.50	
052041	11/8/2013	PEN030	Peninsula Paint Co.				Check Entry Number: 001	
			F0098533	11/6/2013	98.79	0.00	98.79	
052042	11/8/2013	PER050	Johanna Perkins				Check Entry Number: 001	
			11/04/2013	11/4/2013	1,171.60	0.00	1,171.60	
052043	11/8/2013	PHI010	Philips Publishing Group				Check Entry Number: 001	
			20223	11/1/2013	895.05	0.00	895.05	
052044	11/8/2013	POR001	Auditor's Revolving Fund				Check Entry Number: 001	
			11/08/2013	11/8/2013	419.00	0.00	419.00	
052045	11/8/2013	POR005	Port Townsend Leader				Check Entry Number: 001	
			32082	10/30/2013	72.00	0.00	72.00	
052046	11/8/2013	POR006	Port Supply				Check Entry Number: 001	
			0005825	10/11/2013	4,643.08	0.00	4,643.08	
052047	11/8/2013	POR007	Port Townsend Honda				Check Entry Number: 001	
			2968	10/22/2013	17.22	0.00	17.22	

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			2970	10/22/2013	33.98	0.00	33.98
				Check 052047 Total:	51.20	0.00	51.20
052048	11/8/2013	PTS050	PT Ship Wrights Co - op 10302013	10/30/2013	50.00	0.00	50.00
							Check Entry Number: 001
052049	11/8/2013	PUD005	PUD #1 of Jefferson County 10/30/2013	10/30/2013	10,718.19	0.00	10,718.19
							Check Entry Number: 001
			11/06/2013	11/6/2013	109.21	0.00	109.21
				Check 052049 Total:	10,827.40	0.00	10,827.40
052050	11/8/2013	QUI001	Quill Corporation 6808353	10/29/2013	388.02	0.00	388.02
							Check Entry Number: 001
052051	11/8/2013	QUI010	Quimper Mercantile 173	9/27/2013	147.11	0.00	147.11
							Check Entry Number: 001
052052	11/8/2013	REI002	Reid Middleton Co 1310130	10/24/2013	7,785.39	0.00	7,785.39
							Check Entry Number: 001
052053	11/8/2013	RID030	Robert Riddell 08182013	8/18/2013	65.18	0.00	65.18
							Check Entry Number: 001
052054	11/8/2013	SAF001	Safeway, Inc. 10262013	10/26/2013	1,535.23	0.00	1,535.23
							Check Entry Number: 001
052055	11/8/2013	SEC010	Security Services 83751	11/1/2013	164.00	0.00	164.00
							Check Entry Number: 001
052056	11/8/2013	SKO000	Skookum Contract Services 9011765	10/16/2013	6,072.94	0.00	6,072.94
							Check Entry Number: 001
052057	11/8/2013	SNO030	Laura Snodgrass 10312013	10/31/2013	47.41	0.00	47.41
							Check Entry Number: 001
052058	11/8/2013	SOE001	Soehl Electronics 10207658	9/19/2013	15.79	0.00	15.79
							Check Entry Number: 001
			10209083	10/30/2013	6.86	0.00	6.86
				Check 052058 Total:	22.65	0.00	22.65
052059	11/8/2013	SPE001	SOS Printing 47860	10/30/2013	300.55	0.00	300.55
							Check Entry Number: 001
052060	11/8/2013	STA005	Staples Credit Plan 10152013	10/15/2013	1,360.27	0.00	1,360.27
							Check Entry Number: 001
052061	11/8/2013	SUN030	SunCruiser Publishing Inc, 3391	10/16/2013	1,650.00	0.00	1,650.00
							Check Entry Number: 001
052062	11/8/2013	TER005	Terry's Lock & Safe 12113	10/21/2013	200.56	0.00	200.56
							Check Entry Number: 001
			6661	10/23/2013	67.58	0.00	67.58
				Check 052062 Total:	268.14	0.00	268.14
052063	11/8/2013	TER030	Terrapin Architecture PC 13-462	10/2/2013	2,275.98	0.00	2,275.98
							Check Entry Number: 001
052064	11/8/2013	THO018	David Thompson 10312013	10/31/2013	512.60	0.00	512.60
							Check Entry Number: 001
052065	11/8/2013	TOW017	Town & Country Tractor, Inc 74285	10/9/2013	55.06	0.00	55.06
							Check Entry Number: 001
052066	11/8/2013	TUC050	Stephen Tucker 10312013	10/31/2013	529.50	0.00	529.50
							Check Entry Number: 001
052067	11/8/2013	UPS020	The UPS Store 12374	10/16/2013	6.89	0.00	6.89
							Check Entry Number: 001
			12402	10/23/2013	37.94	0.00	37.94
				Check 052067 Total:	44.83	0.00	44.83
052068	11/8/2013	US0001	United States Postal Service 10312013	10/31/2013	268.00	0.00	268.00
							Check Entry Number: 001
052069	11/8/2013	VER001	Verizon Wireless, Bellevue 10152013	10/15/2013	221.99	0.00	221.99
							Check Entry Number: 001
052070	11/8/2013	VER020	Vernon Publications, LLC 1509	11/1/2013	330.00	0.00	330.00
							Check Entry Number: 001
			1510	11/1/2013	330.00	0.00	330.00
				Check 052070 Total:	660.00	0.00	660.00
052071	11/8/2013	WAS003	Washington Public Ports Assn, 013-674	10/21/2013	100.00	0.00	100.00
							Check Entry Number: 001
052072	11/8/2013	WAV040	Wave Broadband 10292013	10/29/2013	606.05	0.00	606.05
							Check Entry Number: 001
052073	11/8/2013	WES006	Westbay Auto Parts, Inc. 125020	9/26/2013	26.37	0.00	26.37
							Check Entry Number: 001
			125029	9/26/2013	1.46	0.00	1.46
			125223	9/27/2013	13.06	0.00	13.06
			125844	10/1/2013	245.41	0.00	245.41
			126103	10/2/2013	87.85	0.00	87.85
			126133	10/2/2013	32.70	0.00	32.70
			126175	10/2/2013	11.51	0.00	11.51
			126307	10/3/2013	120.38	0.00	120.38
			126452	10/3/2013	58.70	0.00	58.70
			127169	10/7/2013	10.40	0.00	10.40
			127291	10/8/2013	82.87	0.00	82.87
			127813	10/10/2013	12.03	0.00	12.03
			130006	10/22/2013	6.68	0.00	6.68
			130809	10/25/2013	27.09	0.00	27.09
				Check 052073 Total:	668.19	0.00	668.19
052074	11/8/2013	WES008	Westcoast Sales & Marketing 21418	10/28/2013	3,027.65	0.00	3,027.65
							Check Entry Number: 001
				Report Total:	114,287.84	0.00	114,287.84



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 051975 through No. 051997 , are approved for payment in the amount of \$124818.54 on this 13th day of November, 2013.

For: **Payroll and 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
051988	10/31/2013	AFL010	AFLAC				Check Entry Number: 001
			076732	10/31/2013	761.89	0.00	761.89
051989	10/31/2013	BAN001	Bank Of America				Check Entry Number: 001
			10312013	10/31/2013	18,513.29	0.00	18,513.29
051990	10/31/2013	NOR020	Northwest Administrators, Inc.				Check Entry Number: 001
			10312013	10/31/2013	22,211.95	0.00	22,211.95
051991	10/31/2013	PEJ001	Peninsula Credit Union				Check Entry Number: 001
			10312013	10/31/2013	800.00	0.00	800.00
051992	10/31/2013	POR001	Auditor's Revolving Fund				Check Entry Number: 001
			10312013	10/31/2013	30,396.85	0.00	30,396.85
051993	10/31/2013	SPE010	James Speer				Check Entry Number: 001
			10312013	10/31/2013	250.00	0.00	250.00
051994	10/31/2013	TEA001	Teamsters Local 589				Check Entry Number: 001
			10312013	10/31/2013	1,059.00	0.00	1,059.00
051995	10/31/2013	WA0302	State of Washington				Check Entry Number: 001
			10312013	10/31/2013	1,200.00	0.00	1,200.00
051996	10/31/2013	WA0801	State of Washington				Check Entry Number: 001
			10312013	10/31/2013	13,100.05	0.00	13,100.05
051997	10/31/2013	WA1801	State of Washington				Check Entry Number: 001
			10312013	10/31/2013	18,115.45	0.00	18,115.45
			Report Total:		106,408.48	0.00	106,408.48