



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
1st Monthly Meeting Agenda
Wednesday, February 12, 2014, 1:00 PM
Port 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 – January 22, 2014.....1-4
 - B. Operations Reports – January 2014.....5-8
 - C. Approval of Warrants
- IV. Public Comments (not related to Agenda)
- V. Second Reading (Action Items)
- VI. First Reading (Discussion Only)
 - A. Environmental Fee.....9
 - B. Dump Station.....10
 - C. Communication Consultant Selection.....11
 - D. Engineering Consultant Selection for Point Hudson Jetty.....12
- VII. Potential Immediate Action Items (unanimous Commission approval required)
- VIII. Staff Comments
- IX. Public Comments
- X. Commissioner Comments
- XI. **Next Meeting: Wednesday, February 26, 2014 at 5:30 PM, Port Commission Building,
333 Benedict Street, Port Townsend, WA**
- XII. Executive Session (if called):
- XIII. Adjournment

PORT COMMISSION MEETING– January 22, 2014

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

Present: Commissioners – Tucker, Clinefelter and Hanke
Executive Director – Crockett
Deputy Director - Pivarnik
Auditor – Khile
Attorney - Lake
Minutes – Nelson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

II. APPROVAL OF AGENDA:

Added to **New Business, Item C – Contract Approval for Union Wharf/City Dock Repairs.**

Commissioner Clinefelter questioned why the environmental fee issue was not on the agenda.

Commissioner Tucker explained that once all figures and information has been gathered, it should be brought to a workshop for discussion, prior to becoming an item on the meeting agenda.

Mr. Crockett asked the Commission for specifics and ideas on what they want to see discussed, so staff can gather that information.

Commissioner Hanke agreed to bring the environmental issue to the next workshop.

Ms. Khile explained that in order to present accurate information, the data would not be available until April, however, she could provide a draft financial statement in the next few weeks.

Discussion ensued on the environmental issue.

Commissioner Clinefelter stated he would like to see a matrix developed on the decision making process for large expenses, such as the Point Hudson breakwater repair, environmental fees, boat ramp expansion, Quilcene repairs, etc., so that the public can be involved.

Mr. Crockett explained that the Port Budget Public Workshops provide an opportunity for the public to voice their opinions on these types of expenditures in the budget process.

He added that maybe the budget planning process should begin sooner.

Commissioner Hanke suggested the next three workshops should include items Commissioner Clinefelter discussed along with budget planning, so that priorities are known when setting the 2015 budget.

Commissioner Clinefelter asked why the “two touch” rule was not applied to this agenda. (That rule is included in the Meeting Procedures Resolution, which the Commission will vote on this evening.)

Commissioner Clinefelter asked why the Delegation of Authority was not on this agenda. (Word changes requested by Clinefelter are being looked over by the attorney who provided working in this document.)

Commissioner Clinefelter asked why the AWOS was not on the agenda. (Staff is waiting for word from the FAA on what type of funding would be available to the Port.)

Attorney Lake added an **Executive Session on Litigation Updates**, pursuant to RCW 42.30.110 (i).

Commissioner Hanke moved to approve the Agenda as amended.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA (23:20):

- A. Approval of Meeting Minutes – January 8, 2014
- Approval of Public Workshop Minutes – January 8, 2014
- Approval of Special Meeting Minutes – January 10, 2014

- B. Write-off/Collection Register

Commissioner Clinefelter moved to approve the Consent Agenda as presented.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda):

Bertram Levy expressed his disappointment that the environmental fee issue was not on the agenda. He asked to have the \$10 environmental fee is rescinded until something is figured out.

Commissioner Hanke again explained that the Commission needs time to do their research on the environmental fees, do their homework and then come back to the public with knowledge. He reminded that two members of the Commission have only been on the board since the first of the year.

Commissioner Clinefelter stated he feels Dr. Levy's request is reasonable and wants this on tonight's agenda.

Since the agenda has already been approved by the Commission, Mr. Crockett explained this item would be added to the February 12, 2014 meeting agenda.

Michael Bosold expressed his interest in working with the Port on their website. He explained he was out of town and missed the Port's RFP deadline but asks for consideration. Pete Langley talked about the Port's "unique board", and looks forward to seeing good changes and improvements and is optimistic about the board's role in improving Jefferson County's economy.

V. OLD BUSINESS:

A. Resolution No. 604-14 – Readopting Commission Meeting Procedures (41:07):

Commissioner Tucker discussed reasons to use the "Second Touch" on all agenda items in meetings.

Mr. Crockett pointed out in the Meeting Procedures, Section 5, subsection D, that a second reading is meant for "policies which impact members of the public", such as the budget, environmental fees, Quilcene, the boat ramp expansion – capital projects. He is concerned that a second touch could slow the Port's wheels down on regular maintenance issues, leases – regular, daily Port business.

Discussion ensued on the "second touch".

Commissioner Tucker added to the Meeting Procedures, "Rules of Transaction of Business", Item 1 "Order of Business", Sub item VII – "Potential Immediate Action Items (with unanimous Commission approval required).

Commissioner Clinefelter moved to approve the addition of sub item VII in the "Order of Business" to read "Potential Immediate Action Items (with unanimous Commission approval required.)

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

B. Stormwater Contract for Landau Associates (1:13:37):

Mr. Crockett refreshed the Commission on the Landau Associates contract for stormwater services. He added this is the second reading of this item and he recommends approval of this contract, not to exceed \$23K.

Commissioner Hanke moved to direct staff to sign the contract, not to exceed \$23K, with Landau Associates.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

VI. NEW BUSINESS:

A. Derelict Vessel Legislation (1:16:03):

Mr. Crockett discussed proposed legislation on derelict vessels. He provided handouts to the Commission, including information on the legislation and notes from a meeting he attended on January 16, 2014 on this matter. He stated he will keep the Commission updated and asked the Commission to articulate their concerns to him and he would take those to the legislature in Olympia.

Commissioner Hanke expressed some concerns he had with the proposed legislation adding some of the issues might put a real burden on marinas.

(Commissioner Tucker moved Item C to be read prior to Item B.)

C. Contract Approval for Union Wharf/City Dock Repairs:

Mr. Pivarnik explained the Port was aware upon acquiring the docks that the City had deferred maintenance of these docks and that bottom work on the removable floats was necessary. He added that the Port received over \$6K last year in docking fees and that amount could double this year with another cruise ship. Mr. Pivarnik stated the Port received two proposals on the repair of four docks, with BUMS (Joe von Volkli, owner) being the lowest bidder at \$15,228.

Commissioner Hanke moved to vote on this item (first reading), with unanimous approval of the Commission.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

Commissioner Hanke moved to approve the contract with BUMS, not to exceed \$15,228.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

B. Approval of Warrants (1:30:41):

Commissioner Hanke read the warrants, as presented:

Warrant #052379 through #052394 in the amount of \$61,266.85 for Payroll and Benefits

Warrant #052395 through #052439 in the amount of \$64,553.45 for Accounts Payable

Electronic Debit to Union Bank in the amount of \$2,868.99 for Washington State

Combined Excise Tax for December 2013

Electronic Debit to Union Bank in the amount of \$15,287.70 for Department of Labor and

Industries 4th Quarter Tax Return for October – December 2013

Ms. Khile asked for Commission approval to pay on January 31, 2014, year-end excise tax

to the State of WA in the amount of \$98K, as the bill has not been received yet.

Commissioner Tucker moved to approve the warrants as presented.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

VII. STAFF COMMENTS (1:36:20):

Attorney Lake praised Commissioner Tucker and the Commissioners for approving a “second touch”.

Mr. Pivarnik announced the Seattle Boat Show is around the corner. He also informed that the Port received three timely proposals for the Digital Communications RFP. Staff will bring their recommendation and ask how to proceed.

Mr. Crockett explained to the Commission that Attorney Lake has agreed to provide new commissioner training. He suggests this is scheduled as a special workshop for training, exclusively.

He added that tomorrow he would attend the first combined PDD and RC&D meeting of the year and on Friday and Saturday he would be staffing the Seattle Boat Show booth.

(Read out of order):

IX. COMMISSIONER COMMENTS (1:40:18):

Commissioner Clinefelter asked about the Committee List, wondering when they would sign up for committees. (Mr. Crockett said this would be on the February 12 workshop agenda.)

Commissioner Clinefelter then requested the head of maintenance and environmental departments attend all Commission meetings where maintenance and environmental issues are on the agenda.

Commissioner Hanke said he would consider Commissioner Clinefelter’s idea of bringing maintenance and environmental heads to the meetings.

He added that he appreciates tonight’s meeting. In the future, he would like to see follow-up occur on public comments heard at previous meetings.

Commissioner Tucker informed that as the Port’s representative, he attended the Jefferson Energy lunch meeting yesterday, where battery technologies was a subject. He sees economic potential in this technology to our county, as well as to the marine community.

VIII. PUBLIC COMMENT:

Bill Putney applauded the “second touch”.

Vigo Anderson expressed that he is pleased with the new commission and discussions. He commented on the November issue of “The Conversation”, and in his opinion, believes the Port needs to improve on communications and clarity. He passed out handouts showing what he believes to be errors in the “Doing the Math” section of the newsletter on the cost of the construction of the new administration building.

X. NEXT MEETING/PUBLIC WORKSHOP: Wednesday, February 12, 2014, meeting at 1:00 PM, with the Public Workshop preceding at 9:30 AM in the Port Commission Building, 333 Benedict Street, Port Townsend.

XI. EXECUTIVE SESSION:

The regular session recessed into Executive Session, at 8:22 PM for litigation updates, duration of fifteen minutes with no action, pursuant to RCW 42.30.110 (i). At 8:37 PM, Ms. Nelson checked to see if any public was waiting for the reconvening of the regular meeting. Finding no one, the session continued.

XII. RECONVENING AND ADJOURNMENT OF REGULAR MEETING:

The meeting reconvened and adjourned at 8:39 PM there being no further business to come before the Commission.

ATTEST:

Peter W. Hanke, Secretary

Stephen R. Tucker, President

Brad A. Clinefelter, Vice President

BOATHAVEN OPERATIONS REPORT/MOORAGE

MONTH: JANUARY

DATE: 2/6/2014

MONTHLY PERMS: 352

MONTHLY GUESTS: 19

# OF SLIPS BY SIZE	OCCUPIED	empty	% occ.
25' 35	35	0	100%
27' 11	10	1	91%
30' 105	101	4	96%
35' 24	23	1	96%
40' 44	43	1	98%
45' 41	41	0	100%
50' 32	32	0	100%
OVER 52' 7	7	0	100%
TOTAL: 299	291	8	AVG: 98%

LINEAR SPACE/FT	OCCUPIED	% OCCUPIED
COMMERCIAL 365	320	88%
RECREATIONAL 1986	1886	95%
LIMITED ACC. 1455	1382	95%
TOTAL: 3806	3660	146 AVG: 95%

	CURR	PREV	YTD
NIGHTLY GUESTS:	81		81
CREDIT SYSTEM:	22		22
TEMP TIE UP:	5		5
FREE NIGHTS:	0		
PTYC:	5		5
RAMP/DAILY:	29		29
RAMP/ANNUAL:	65		65

WAIT LISTS	
25' PLEA:	9
27' PLEA:	0
30' PLEA:	40
35' PLEA:	26
40' PLEA:	37
45' PLEA:	14
50' PLEA:	15
OVER 52':	12
OVERWID	0
30' COMM.	0
40' COMM.	0
50' COMM:	0

TOTAL OCCUPANCY %: 97%

Port of Port Townsend

POINT HUDSON MARINA & RV PARK

MONTHLY OCCUPANCY REPORT

2014

& 5 YEAR COMPARISON

MARINA NIGHTLY GUEST NIGHTS

	2010		2011		2012		2013		2014		
	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	
JAN	63	63	32	32	28	28	58	58	53	53	JAN
FEB	101	164	77	109	96	124	80	138			FEB
MAR	106	270	178	287	73	197	95	233			MAR
APRIL	199	469	180	467	240	437	159	392			APRIL
MAY	616	1085	618	1085	541	978	605	997			MAY
JUNE	601	1686	582	1667	749	1727	606	1603			JUNE
JULY	1170	2856	1079	2746	1035	2762	1089	2692			JULY
AUG	1255	4111	1131	3877	1178	3940	1188	3880			AUG
SEPT	1008	5119	838	4715	831	4771	899	4779			SEPT
OCT	130	5249	154	4869	175	4946	214	4993			OCT
NOV	57	5306	58	4927	86	5032	138	5131			NOV
DEC	34	5340	54	4981	65	5097	64	5195			DEC

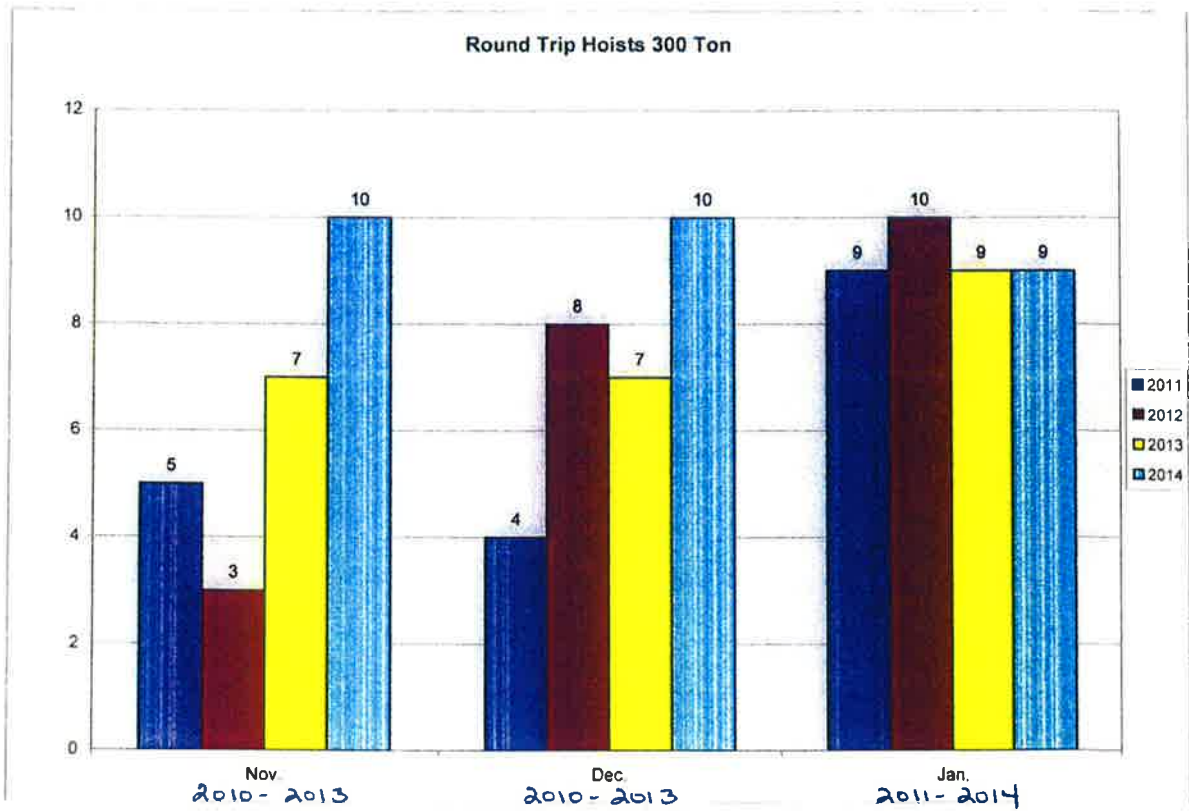
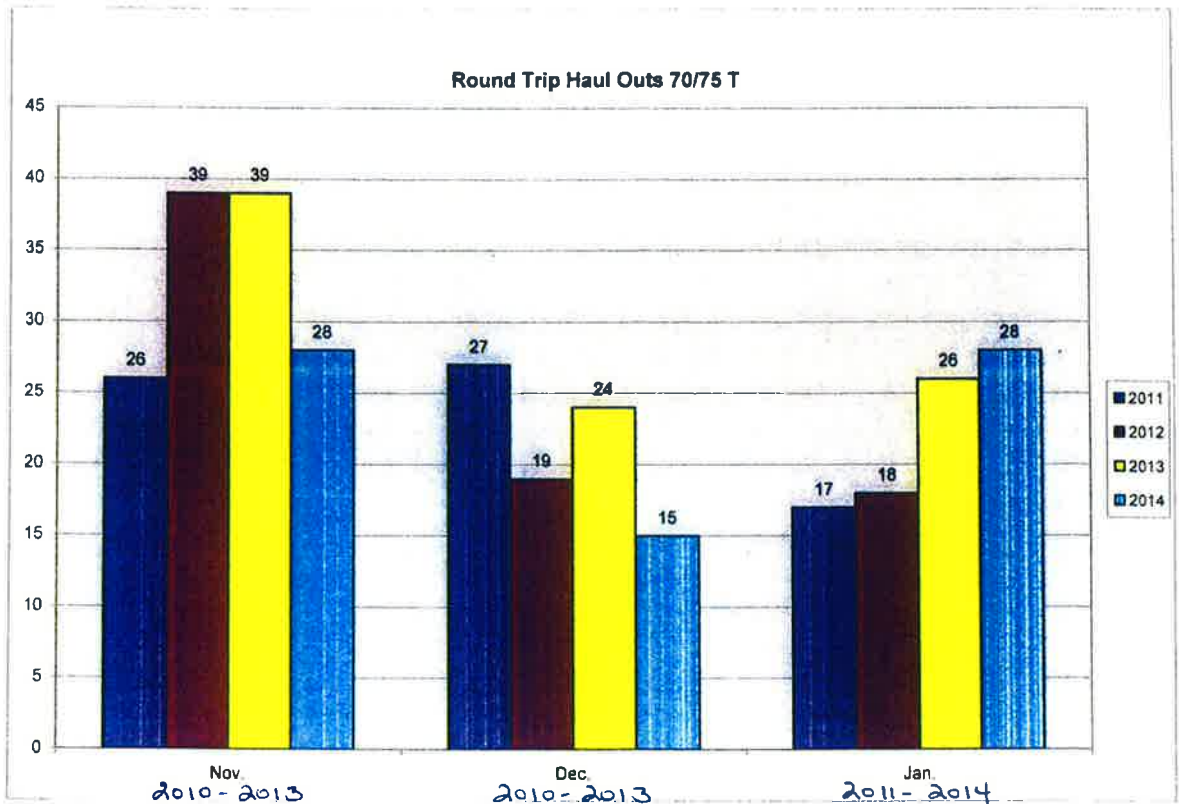
RV NIGHTLY GUEST NIGHTS

	2010		2011		2012		2013		2014		
	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	
JAN	175	175	173	173	176	176	180	180	285	285	JAN
FEB	286	461	214	387	221	397	261	441			FEB
MAR	338	799	239	626	229	626	359	800			MAR
APRIL	403	1202	341	967	445	1071	209	1009			APRIL
MAY	628	1830	717	1684	638	1709	637	1646			MAY
JUNE	654	2484	713	2397	645	2354	910	2556			JUNE
JULY	1256	3740	1215	3612	1247	3601	1275	3831			JULY
AUG	1228	4968	1257	4869	1300	4901	1293	5124			AUG
SEPT	1051	6019	1062	5931	1076	5977	1079	6203			SEPT
OCT	501	6520	501	6432	580	6557	694	6897			OCT
NOV	241	6761	258	6690	290	6847	352	7249			NOV
DEC	157	6918	176	6866	246	7093	165	7414			DEC

PERMANENT & SEASONAL TENANT SUMMARY

	AVAIL/GOAL	OCCUPIED	%
LTD ACCESS MOORAGE	40 SLIPS	26	65%
COMMERCIAL MOORAGE	850 FEET	846	100%
SEASONAL MOORAGE	32 SLIPS	23	72%
SEASONAL RV'S	10 SITES	6	60%
UNDESIRABLE	5 SLIPS	0	0%

									DATE:	2/6/2014	
STORAGE OPERATIONS REPORT											
					2011 YEAR	2012 YEAR	2013 YEAR	2014 YEAR			
	2011	2012	2013	2014	TO DATE	TO DATE	TO DATE	TO DATE	REMARKS		
HAUL-OUT											
BOAT YARD - OUT	17	18	26	28							
BOAT YARD - IN	14	11	21	19							
67% RE-BLOCK	6	0	4	7							
40% INSPECTION	5	2	2	2							
OTHER	7	1	1	4							
SUB TOTAL	49	32	54	60							
SHIP - OUT											
SHIP - OUT	9	10	10	9							
SHIP - IN	2	1	6	11							
SHIP - RE-BLOCK	1	2	0	0							
SHIP - INSPECTION	0	0	1	0							
SHIP - OTHER	1	1	0	0							
SUB TOTAL	12	14	17	20							
TOTAL											
	61	56	71	80							
STORAGE											
					OFF PORT PROPERTY						
PTBH - START	84	57	66	69	GOLD STAR - 8						
PTBH - END	89	61	63	68	STEPHENS MARINE - 1						
PTBH-O.P.P.	21	23	28	29	DAY - 3						
SHIP-START	13	14	13	22	PT CO-OP - 9						
SHIP-END	20	23	16	20	HAVEN - 2						
SHIP-O.P.P.	0	3	2	1	TBM - SMALL - 6						
PERM/FREE	0	0	0	0	TBM - SHIP - 1						
FREE DAYS	2	14	12	19						PERMS PAID R/T	
PTBH lineal feet	3209	2556	2725	2843							
SHIP lineal feet	1372	1704	1236	1636							
Longterm Storage	30	24	24	24						BOATS	
LONGTERM linear											
JCIA OPERATIONS REPORT											
HANGERS	11	13	13	13							
TIE DN - PAVED	2	2	2	2							
TIE DN - GRASS	0	0	0	0							
TIE DN - NIGHTLY	3	2	0	0							
W/L - HANGERS	0	0	0	0							



PORT OF PORT TOWNSEND

MEETING OF: February 12, 2014

AGENDA ITEM: VI. First Reading (Discussion Only)
A. Environmental Fee

BACKGROUND:

The Commission and staff will have discussed the issues surrounding the environmental fee during the morning workshop. Should the Commission feel ready this can serve as the first reading.

Executive Director's Recommendation:

For discussion only.

PORT OF PORT TOWNSEND

MEETING OF: February 12, 2014

AGENDA ITEM: VI. First Reading (Discussion Only)
B. Dump Station

BACKGROUND:

There is 100% grant funding available for pump outs and dump stations. Staff is exploring the possibility of adding a dump station adjacent to the Boat Haven pump out on the fuel dock. Staff is moving ahead with this. It really does not need Commission approval as it is under the director's \$15,000 limit but would be a significant service for our ramp users. And, the commissioners should be aware of the project.

Executive Director's Recommendation:

For information only.

PORT OF PORT TOWNSEND

MEETING OF: February 12, 2014

AGENDA ITEM: VI. First Reading (Discussion Only)
C. Communication Consultant Selection

BACKGROUND:

The Port has advertised for a firm to work as a communication consultant for both internal and external communication issues, to include digital media such as web site social media and solving technology support issues for port staff and commissioners. We have received three excellent timely responses. Senior staff has reviewed the submittals and have made them available for the Commission to review. Staff now needs direction as to the next steps that the Commission would like us to take to enter into contract negotiations with one firm.

Executive Director's Recommendation:

For discussion and direction.

PORT OF PORT TOWNSEND

MEETING OF: February 12, 2014

AGENDA ITEM: VI. First Reading (Discussion Only)
D. Engineering Consultant Selection for Point
Hudson Jetty

BACKGROUND:

The Port has advertised for firms to submit qualifications for the repair or re-build of the Point Hudson jetty. We have received eight timely submittals. Senior staff and our project manager Tike Hillman have reviewed the submittals and have made them available for the Commission to review. Staff believes that we should narrow the selection down to four firms for interviews. Staff now needs direction as to the next steps that the Commission would like us to take to start the interview process.

Executive Director's Recommendation:

For discussion and direction.



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 claim is a just and unpaid obligation of the Port of Port Townsend, and that this claim, in Warrant No. 052440 is approved for payment in the amount of \$97,875.73 on this 12th day of February, 2014.

For: Leasehold Tax

Commissioner Stephen R. Tucker

Commissioner Brad A. Clinefelter

Commissioner Pete W. Hanke

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
052440	1/24/2014	WA1803	State of Washington Q4 LH	1/24/2014	97,875.73	0.00	97,875.73
				Report Total:	97,875.73	0.00	97,875.73

Check Entry Number: 001



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. 052441 through No. 052463, are approved for payment in the amount of \$128,735.57 on this 12th day of February, 2014.

For: **Payroll and Benefits**

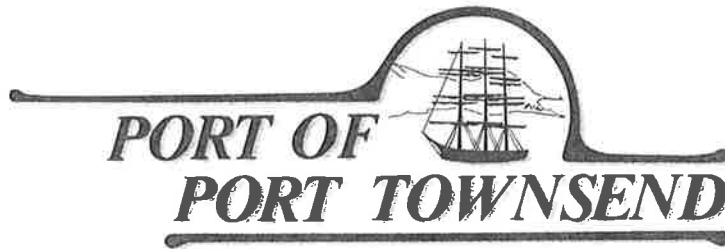
Commissioner Stephen R. Tucker

Commissioner Brad A. Clinefelter

Commissioner Pete W. Hanke

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
052454	1/31/2014	AFL010	AFLAC				
			01312014	1/31/2014	761.89	0.00	761.89
							Check Entry Number: 001
052455	1/31/2014	BAN001	Bank Of America				
			01312014	1/31/2014	18,921.10	0.00	18,921.10
							Check Entry Number: 001
052456	1/31/2014	NOR020	Northwest Administrators, Inc.				
			01312014	1/31/2014	22,606.58	0.00	22,606.58
							Check Entry Number: 001
052457	1/31/2014	PEJ001	Peninsula Credit Union				
			01312014	1/31/2014	900.00	0.00	900.00
							Check Entry Number: 001
052458	1/31/2014	POR001	Auditor's Revolving Fund				
			01312014	1/31/2014	31,197.58	0.00	31,197.58
							Check Entry Number: 001
052459	1/31/2014	SPE010	James Speer				
			01312014	1/31/2014	250.00	0.00	250.00
							Check Entry Number: 001
052460	1/31/2014	TEA001	Teamsters Local 589				
			01312014	1/31/2014	1,059.00	0.00	1,059.00
							Check Entry Number: 001
052461	1/31/2014	WA0302	State of Washington				
			01312014	1/31/2014	1,200.00	0.00	1,200.00
							Check Entry Number: 001
052462	1/31/2014	WA0801	State of Washington				
			01312014	1/31/2014	14,722.84	0.00	14,722.84
							Check Entry Number: 001
052463	1/31/2014	WA1801	State of Washington				
			01312014	1/31/2014	18,712.34	0.00	18,712.34
							Check Entry Number: 001
				Report Total:	<u>110,331.33</u>	<u>0.00</u>	<u>110,331.33</u>



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 052464 through No. 052540, are approved for payment in the amount of \$130,425.97 on this 12th day of February, 2014.

For: **Accounts Payable**

Commissioner Stephen R. Tucker

Commissioner Brad A. Clinefelter

Commissioner Pete W. Hanke

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
052464	2/12/2014	A&A010	A&A Appliance Service Inc				Check Entry Number: 001
			116641	1/22/2014	517.52	0.00	517.52
			116642	1/22/2014	977.29	0.00	977.29
			Check 052464 Total:		1,494.81	0.00	1,494.81
052465	2/12/2014	A+E001	A+ Equipment Rentals, Inc				Check Entry Number: 001
			29768-1	2/3/2014	107.86	0.00	107.86
052466	2/12/2014	ADM002	Admiral Ship Supply Inc.				Check Entry Number: 001
			457415	1/2/2014	44.22	0.00	44.22
			457590	1/6/2014	13.86	0.00	13.86
			457750	1/8/2014	19.40	0.00	19.40
			457814	1/9/2014	29.58	0.00	29.58
			457969	1/13/2014	70.41	0.00	70.41
			Check 052466 Total:		177.47	0.00	177.47
052467	2/12/2014	ARR010	Arrow Lumber Port Townsend				Check Entry Number: 001
			77553	1/2/2014	159.74	0.00	159.74
			77558	1/3/2014	42.58	0.00	42.58
			77623	1/15/2014	229.59	0.00	229.59
			77626	1/15/2014	20.27	0.00	20.27
			Check 052467 Total:		452.18	0.00	452.18
052468	2/12/2014	CAI040	Al Cairns				Check Entry Number: 001
			01312014	1/31/2014	130.71	0.00	130.71
052469	2/12/2014	CAN001	Canon Financial Services Inc.				Check Entry Number: 001
			13465319	1/22/2014	222.63	0.00	222.63
052470	2/12/2014	CAR001	Carl's Building Supply				Check Entry Number: 001
			1401667855	1/6/2014	226.02	0.00	226.02
			1401669126	1/15/2014	9.22	0.00	9.22
			1401670097	1/22/2014	24.20	0.00	24.20
			1401670237	1/23/2014	215.62	0.00	215.62
			Check 052470 Total:		475.06	0.00	475.06
052471	2/12/2014	CEN010	Central Welding Supply				Check Entry Number: 001
			84145	1/14/2014	219.74	0.00	219.74
			84247	1/17/2014	79.55	0.00	79.55
			84326	1/22/2014	93.36	0.00	93.36
			84565	1/31/2014	13.26	0.00	13.26
			Check 052471 Total:		405.91	0.00	405.91
052472	2/12/2014	CEN035	CenturyLink				Check Entry Number: 001
			01082014	1/8/2014	221.28	0.00	221.28
			0182014	1/8/2014	45.56	0.00	45.56
			1814	1/8/2014	47.93	0.00	47.93
			Check 052472 Total:		314.77	0.00	314.77
052473	2/12/2014	CEN040	CENTURYLINK				Check Entry Number: 001
			1288804378	1/19/2014	2,770.19	0.00	2,770.19
052474	2/12/2014	CIT001	City Of Port Townsend				Check Entry Number: 001
			01312014	1/31/2014	8,888.90	0.00	8,888.90
052475	2/12/2014	CRO001	Lawrence C Crockett				Check Entry Number: 001
			01312014	1/31/2014	293.73	0.00	293.73
052476	2/12/2014	DAI001	Daily Journal of Commerce				Check Entry Number: 001
			3283902	1/16/2014	250.80	0.00	250.80
052477	2/12/2014	DEI050	Rick Deitch				Check Entry Number: 001
			01182014	1/18/2014	6.00	0.00	6.00
052478	2/12/2014	DMD005	DM Disposal Co. Inc.				Check Entry Number: 001
			3479316	2/1/2014	1,244.06	0.00	1,244.06
			3479371	2/1/2014	49.14	0.00	49.14
			3488296	2/1/2014	1,692.43	0.00	1,692.43
			3488310	2/1/2014	2,973.77	0.00	2,973.77
			3488355	2/1/2014	220.73	0.00	220.73
			Check 052478 Total:		6,180.13	0.00	6,180.13
052479	2/12/2014	DOU010	Double D Electric				Check Entry Number: 001
			30877.2	1/20/2014	9.10	0.00	9.10
052480	2/12/2014	EDE005	Edensaw Woods, LTD				Check Entry Number: 001
			249529001	1/24/2014	42.51	0.00	42.51
			250484001	2/4/2014	1,645.03	0.00	1,645.03
			Check 052480 Total:		1,687.54	0.00	1,687.54
052481	2/12/2014	FER001	Ferrellgas				Check Entry Number: 001
			1080179425	12/31/2013	401.79	0.00	401.79
			1080493255	1/13/2014	320.36	0.00	320.36
			1080653240	1/21/2014	506.90	0.00	506.90
			RNT5314603	1/24/2014	70.85	0.00	70.85
			Check 052481 Total:		1,299.90	0.00	1,299.90
052482	2/12/2014	FER020	Ferguson Waterworks				Check Entry Number: 001
			0407594	1/17/2014	393.73	0.00	393.73
052483	2/12/2014	FIN010	Fine Yacht Interiors				Check Entry Number: 001
			010814151	1/8/2014	127.53	0.00	127.53
052484	2/12/2014	GOO002	Good Man Inc.				Check Entry Number: 001
			77083	2/1/2014	547.96	0.00	547.96
052485	2/12/2014	GOO020	Goodstein Law Group				Check Entry Number: 001
			10201401	2/5/2014	4,904.89	0.00	4,904.89
			1201401	2/5/2014	6,245.00	0.00	6,245.00
			12201401	2/5/2014	1,861.09	0.00	1,861.09
			Check 052485 Total:		13,010.98	0.00	13,010.98

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
052486	2/12/2014	GRO001	Groves & Co, Inc 20144712	1/21/2014	3,795.93	0.00	3,795.93	Check Entry Number: 001
052487	2/12/2014	HAD001	Hadlock Building Supply 01252014	1/25/2014	9.92	0.00	9.92	Check Entry Number: 001
052488	2/12/2014	HAY050	Julie Hayes 01312014	1/31/2014	81.72	0.00	81.72	Check Entry Number: 001
052489	2/12/2014	HEN002	Henery Hardware					Check Entry Number: 001
			497672	12/27/2013	12.98	0.00	12.98	
			497841	12/30/2013	10.45	0.00	10.45	
			497871	12/30/2013	25.05	0.00	25.05	
			497927	12/31/2013	24.82	0.00	24.82	
			498051	1/2/2014	25.89	0.00	25.89	
			498124	1/3/2014	15.25	0.00	15.25	
			498125	1/3/2014	29.38	0.00	29.38	
			498326	1/6/2014	37.65	0.00	37.65	
			498414	1/7/2014	44.43	0.00	44.43	
			498530	1/8/2014	32.66	0.00	32.66	
			498536	1/8/2014	7.07	0.00	7.07	
			498564	1/8/2014	23.71	0.00	23.71	
			498610	1/8/2014	36.14	0.00	36.14	
			498648	1/9/2014	14.16	0.00	14.16	
			498683	1/9/2014	19.99	0.00	19.99	
			498735	1/9/2014	20.67	0.00	20.67	
			498773	1/10/2014	25.70	0.00	25.70	
			498791	1/10/2014	12.63	0.00	12.63	
			498983	1/13/2014	39.53	0.00	39.53	
			499086	1/14/2014	15.25	0.00	15.25	
			499180	1/14/2014	33.02	0.00	33.02	
			499228	1/15/2014	9.34	0.00	9.34	
			499341	1/16/2014	24.34	0.00	24.34	
			499699	1/21/2014	161.46	0.00	161.46	
			499711	1/21/2014	10.88	0.00	10.88	
			499734	1/21/2014	11.74	0.00	11.74	
			499790	1/21/2014	18.66	0.00	18.66	
			499820	1/22/2014	19.61	0.00	19.61	
			499836	1/22/2014	19.60	0.00	19.60	
			499981	1/23/2014	86.08	0.00	86.08	
			499992	1/23/2014	59.25	0.00	59.25	
			500049	1/24/2014	9.35	0.00	9.35	
			500051	1/24/2014	14.57	0.00	14.57	
			500057	1/24/2014	42.66	0.00	42.66	
			598412	1/7/2014	97.54	0.00	97.54	
			799089	1/14/2014	352.62	0.00	352.62	
			Check 052489 Total:		1,444.13	0.00	1,444.13	
052490	2/12/2014	JC0003	Jefferson County - Public Work					Check Entry Number: 001
			1339790	1/3/2014	72.93	0.00	72.93	
			1341025	1/9/2014	9.12	0.00	9.12	
			1341955	1/15/2014	104.84	0.00	104.84	
			1343575	1/23/2014	94.59	0.00	94.59	
			1343710	1/23/2014	96.87	0.00	96.87	
			1344464	1/27/2014	25.07	0.00	25.07	
			1344869	1/29/2014	148.15	0.00	148.15	
			Check 052490 Total:		551.57	0.00	551.57	
052491	2/12/2014	JC1005	Jefferson County Fire - Rescue 01212014	1/21/2014	4,590.00	0.00	4,590.00	Check Entry Number: 001
052492	2/12/2014	JOU010	Journal Communications, Inc 073029	1/16/2014	3,895.00	0.00	3,895.00	Check Entry Number: 001
052493	2/12/2014	LAN001	Landau Associates 32593	1/24/2014	8,738.32	0.00	8,738.32	Check Entry Number: 001
052494	2/12/2014	LOC001	Douglas D Lockhart 02032014	2/3/2014	83.93	0.00	83.93	Check Entry Number: 001
052495	2/12/2014	MAT090	Matthew Berberich Horticulture 92000	9/30/2013	2,387.10	0.00	2,387.10	Check Entry Number: 001
052496	2/12/2014	MOU010	Mountain Propane 13259	1/15/2014	10.89	0.00	10.89	Check Entry Number: 001
052497	2/12/2014	MUR002	Murrey's Disposal Co. Inc. 3507834	2/1/2014	86.91	0.00	86.91	Check Entry Number: 001
052498	2/12/2014	NEL001	Sue Nelson 01312014	1/31/2014	29.12	0.00	29.12	Check Entry Number: 001
052499	2/12/2014	NEL020	Timothy Nelson 02032014	2/3/2014	149.32	0.00	149.32	Check Entry Number: 001
052500	2/12/2014	NOP001	NOP RC&D Council 1019	1/21/2014	500.00	0.00	500.00	Check Entry Number: 001
052501	2/12/2014	OLY002	AmSan					Check Entry Number: 001
			302932660	1/8/2014	329.08	0.00	329.08	
			302932678	1/8/2014	111.16	0.00	111.16	
			303410468	1/15/2014	219.82	0.00	219.82	
			482870	1/15/2014	141.50	0.00	141.50	
			Check 052501 Total:		801.56	0.00	801.56	
052502	2/12/2014	OLY003	Olympic Springs, Inc. 257592	1/31/2014	10.85	0.00	10.85	Check Entry Number: 001
052503	2/12/2014	OLY004	Olympic Art and Office 0089	1/28/2014	3.15	0.00	3.15	Check Entry Number: 001

Bank Code: W - WARRANTS PAYABLE							
Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
052504	2/12/2014	PAC004	Pacific Office Equipment Co				Check Entry Number: 001
			918086	1/31/2014	54.50	0.00	54.50
			918087	1/31/2013	0.47	0.00	0.47
			918088	1/31/2014	32.70	0.00	32.70
			918089	1/31/2014	7.54	0.00	7.54
			978090	1/31/2014	222.73	0.00	222.73
			Check 052504 Total:		317.94	0.00	317.94
052505	2/12/2014	PAC010	Pacific Ship Repair				Check Entry Number: 001
			01152014	1/15/2014	816.94	0.00	816.94
052506	2/12/2014	PAC050	Pacific Mobile Structures, Inc				Check Entry Number: 001
			2041435751	2/4/2014	231.63	0.00	231.63
052507	2/12/2014	PEN030	Peninsula Paint Co.				Check Entry Number: 001
			F009963	1/23/2014	31.05	0.00	31.05
			F0099807	1/16/2014	11.52	0.00	11.52
			F0099821	1/17/2014	263.65	0.00	263.65
			F0099822	1/17/2014	11.10	0.00	11.10
			F0099838	1/17/2014	32.99	0.00	32.99
			F0099902	1/21/2014	11.86	0.00	11.86
			F0100133	1/30/2014	62.32	0.00	62.32
			F0100243	2/5/2014	51.22	0.00	51.22
			Check 052507 Total:		475.71	0.00	475.71
052508	2/12/2014	PET005	Petlit Oil Company				Check Entry Number: 001
			200326	1/14/2014	2,030.29	0.00	2,030.29
			200327	1/14/2014	1,925.11	0.00	1,925.11
			Check 052508 Total:		3,955.40	0.00	3,955.40
052509	2/12/2014	PRI001	The Printery				Check Entry Number: 001
			131518.2	12/27/2013	599.64	0.00	599.64
052510	2/12/2014	PTG010	PTguide				Check Entry Number: 001
			0527	1/1/2014	120.00	0.00	120.00
052511	2/12/2014	PUD001	Pud District #1				Check Entry Number: 001
			01222014	1/22/2014	471.25	0.00	471.25
052512	2/12/2014	PUD005	PUD #1 of Jefferson County				Check Entry Number: 001
			01152014	1/15/2014	30,300.97	0.00	30,300.97
052513	2/12/2014	PUR030	Steven Purcell				Check Entry Number: 001
			01162014	1/16/2014	36.00	0.00	36.00
052514	2/12/2014	QUA060	Timothy Quandt				Check Entry Number: 001
			01312013	1/31/2013	141.50	0.00	141.50
052515	2/12/2014	QUI001	Quill Corporation				Check Entry Number: 001
			8651003	1/13/2014	74.87	0.00	74.87
			9150820	1/29/2014	234.55	0.00	234.55
			Check 052515 Total:		309.42	0.00	309.42
052516	2/12/2014	QUI010	Quimper Mercantile				Check Entry Number: 001
			01312014	1/31/2014	835.15	0.00	835.15
052517	2/12/2014	RUB001	Tami G Ruby				Check Entry Number: 001
			01312014	1/31/2014	70.91	0.00	70.91
052518	2/12/2014	SAF001	Safeway, Inc.				Check Entry Number: 001
			01182014	1/18/2014	1,300.04	0.00	1,300.04
052519	2/12/2014	SEC010	Security Services				Check Entry Number: 001
			84650	2/1/2014	164.00	0.00	164.00
052520	2/12/2014	SHO010	Shold Excavating Inc				Check Entry Number: 001
			27768	1/30/2014	538.11	0.00	538.11
052521	2/12/2014	SKO000	Skookum Contract Services				Check Entry Number: 001
			9012460	1/15/2014	6,606.08	0.00	6,606.08
052522	2/12/2014	SMI010	Sean Smith				Check Entry Number: 001
			01312014	1/31/2014	141.50	0.00	141.50
052523	2/12/2014	SPE001	SOS Printing				Check Entry Number: 001
			48349	1/15/2014	100.28	0.00	100.28
			48359	1/17/2014	17.05	0.00	17.05
			48483	1/31/2014	200.53	0.00	200.53
			Check 052523 Total:		317.86	0.00	317.86
052524	2/12/2014	STA005	Staples Credit Plan				Check Entry Number: 001
			01/15/2014	1/15/2014	525.69	0.00	525.69
052525	2/12/2014	STJ050	St. John Fisheries				Check Entry Number: 001
			01232014	1/23/2014	906.25	0.00	906.25
052526	2/12/2014	STU008	Stusser Electric Co				Check Entry Number: 001
			0929461719	1/9/2014	193.80	0.00	193.80
052527	2/12/2014	SUN002	Sunset Hardware				Check Entry Number: 001
			1827911	1/9/2014	20.58	0.00	20.58
052528	2/12/2014	TER005	Terry's Lock & Safe				Check Entry Number: 001
			012314232	1/24/2014	171.13	0.00	171.13
052529	2/12/2014	TER030	Terrapin Architecture PC				Check Entry Number: 001
			14-008	1/8/2014	526.45	0.00	526.45
052530	2/12/2014	THO030	Nate Thomas				Check Entry Number: 001
			01172014	1/17/2014	16.69	0.00	16.69
052531	2/12/2014	TUC050	Stephen Tucker				Check Entry Number: 001
			01312014	1/31/2014	207.28	0.00	207.28
052532	2/12/2014	US0001	United States Postal Service				Check Entry Number: 001
			01312014	1/31/2014	1,500.00	0.00	1,500.00
052533	2/12/2014	VER001	Verizon Wireless, Bellevue				Check Entry Number: 001
			9718421414	1/15/2014	224.59	0.00	224.59
052534	2/12/2014	WA0503	State of Washington-Dept.of				Check Entry Number: 001
			14WAG31006	1/27/2014	378.00	0.00	378.00
052535	2/12/2014	WAS001	Washington Airport Mgmt Assn				Check Entry Number: 001

Bank Code: W - WARRANTS PAYABLE							
Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
052536	2/12/2014	WAS003	865	1/20/2014	150.00	0.00	150.00
			Washington Public Ports Assn.				Check Entry Number: 001
052537	2/12/2014	WAV040	014062	1/3/2014	9,138.00	0.00	9,138.00
			Wave Broadband				Check Entry Number: 001
052538	2/12/2014	WES006	01282014	1/28/2014	606.05	0.00	606.05
			Westbay Auto Parts, Inc.				Check Entry Number: 001
			142713	12/31/2013	52.97	0.00	52.97
			143972	1/3/2014	21.79	0.00	21.79
			143972.2	1/7/2014	9.70	0.00	9.70
			144289	1/9/2014	21.79	0.00	21.79
			144973	1/13/2014	16.63	0.00	16.63
			144973.2	1/13/2014	0.44	0.00	0.44
			Check 052538 Total:		123.32	0.00	123.32
052539	2/12/2014	WES050	01282014	1/28/2014	1,510.83	0.00	1,510.83
			Westport Seafood Inc				Check Entry Number: 001
052540	2/12/2014	WIM001	662799	1/1/2014	59.95	0.00	59.95
			Wimactel, Inc				Check Entry Number: 001
			Report Total:		130,425.97	0.00	130,425.97



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 material has been furnished, the labor performed and the services provided, as described herein, and that this claim is a just and unpaid obligation of the Port of Port Townsend, and that this claim, in Warrant No. **052426** in the amount of **\$1199.28**, is declared **void** on this **12th** day of **February, 2014**.

For: **Accounts Payable**

Commissioner Stephen R. Tucker

Commissioner Brad A. Clinefelter

Commissioner Pete W. Hanke

Amy Khile, Director of Finance
And Administration

Bank: W WARRANTS PAYABLE

Check Number/ Invoice Number	Check Date Invoice Date	Vendor Number Invoice Amount	Discount	Distribution Amount	Check Amount
052426	REV 1/22/2014	PRI001 The Printery			1,199.28-
Check Comment: CK05242603	Void - Over Payment 1/22/2014	1,199.28-	0.00		
	G/L Account: 761-4125-21	OPERATING SUPPLIES: RAMPS		1,199.28-	
	Bank W Total:	1,199.28-	0.00	1,199.28-	1,199.28-
	Report Total:	1,199.28-	0.00	1,199.28-	1,199.28-