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**Port of Port Townsend
2nd Monthly Meeting Agenda – Special Meeting
Tuesday, November 25, 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 – November 12, 2014.....1-3
 - Approval of Special Meeting Minutes – November 19, 2014.....4-5
 - B. Approval of Warrants
- IV. Public Comments (not related to Agenda)
- V. Second Reading (Action Items)
 - A. Rates and Fees.....6
- VI. First Reading (discussion only)
 - A. Coast Seafoods.....7
 - B. Engineering Services.....8
 - C. October 2014 Financials.....9-31
- VII. Potential Immediate Action Items (unanimous Commission approval required)
- VIII. Staff Comments
- IX. Public Comments
- X. Commissioner Comments
- XI. **Next Meeting/Public Workshop: MONDAY, December 8, 2014. Meeting at 1:00 PM, Public Workshop at 9:30 AM, Port Commission Building, 333 Benedict Street, Port Townsend, WA**
- XII. Executive Session (if called):
- XIII. Adjournment

PORT COMMISSION MEETING– November 12, 2014

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

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

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

II. APPROVAL OF AGENDA:

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

III. CONSENT AGENDA:

- A. Approval of Meeting Minutes – October 22, 2014
- B. Operations Reports – October 2014
- C. Resolution No. 619-14 – Authorizing Sale of Abandoned Vessels
- D. Write-off Register
- E. Approval of Warrants

Warrant #053670 through #053689 in the amount of \$133,560.23 for Payroll & Benefits
Warrant #053690 through #053772 in the amount of \$170,478.25 for Accounts Payable

**Commissioner Clinefelter 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) (1:03):

Bertram Levy commented on Commissioner Tucker's November 12, 2014 posting on the Port's website and proposed rate increases.

Troy McElvy, as a member of the Puget Sound Anglers, commended the commission on their work. He would like to see issues worked out reasonably.

Ron Hayes commented the Port has an important role and its highest priority is to generate enough revenue to cover costs. He commented the proposed rate increase is minimal.

Jerry Johnson, Puget Sound Angler, added the Port must continue to look for ways to generate income. He added the boat ramp expansion would bring revenue to the entire community.

Vigo Anderson expressed his disappointment that there is no proposed rate increase to the boat launch passes, and commented about the Port's other boat ramps being run down.

Jerry Johnson responded to Mr. Anderson's comments, explaining the ramp fee is for parking privileges.

George Yount discussed the State Leasehold Tax and how governments were "giving away the farm". He added the Port's authority is to create economic development within the County. He believes the budget has been well thought out and was planned with input received from Port staff and the community.

Bertram Levy added more comments on the proposed rate increases.

V. SECOND READING (Action Items):

A. Point Hudson Breakwater Project Update (30:44):

Mr. Crockett informed he, Mr. Pivarnik and Mr. Toews recently met with Coast & Harbor Engineers in Edmonds. The engineers will be ready in about thirty days to present to the Commission, at a meeting or workshop, the different options. He explained it looks possible to leave the existing main breakwater intact (south breakwater) while the new one is built around it. A combination of steel sheet piling and rubble mound construction are in the design stage for the breakwater. He explained the goal is to keep it cost effective and to mirror it as close as possible to the existing breakwater functionality. Mr. Toews clarified the engineering plans.

B. 2015 Budget (38:22):

Mr. Crockett reported he and Mr. Pivarnik met today with reps from the Shipwrights Co-op. They expressed their concerns with the elimination of the shipyard discount, as currently proposed in the draft budget. Mr. Crockett suggested re-looking at this. One recommendation is to offer the discount in the shipyard to active projects staying beyond 60 days, which would encourage the large projects to stay and finish their work. He agrees with the budget plans of elimination of the small boatyard discount.

Martin Mills remarked that by keeping the discount, ship owners are encouraged to keep their project in the Port's shipyard so to complete their long-term projects. Otherwise, many owners will only have the minimal work done, take their vessel back to sea and have the remaining needed work on the vessels performed at other yards. Mr. Mills explained the discount encourages the ship owner to complete the project here, which increases revenue to the marine trades, the Port and the local economy. The biggest complaint he hears from shipyard customers is the yard rates are too high, and he hears the lift rates are fine.

Commissioner Clinefelter said he hears contradictory information from customers. He hears customers stay here because our rates are so low. Commissioner Clinefelter then adamantly stated there is no way he can approve this budget as presented. He said the budget fails in fiduciary responsibility. He asked for things to be included in the budget and pointed out they are not there.

Commissioner Clinefelter expressed his many concerns about various elements of the budget. He also stated that he believes the budget should include an appendix and prioritization matrix. Mr. Crockett added that Commissioner Hanke has expressed his desire to hold a retreat and Mr. Crockett believes this would be a good subject to discuss at a retreat, such as the matrix, Quilcene Marina, etc.

John Collins, former Port Commissioner, pointed out that in his view the budget is not just a planning document, but also an important communication vehicle. He expressed his concerns in "smudging" the environmental fee into the base rates. He believes the environmental fee should stand alone as an important fee that pays important costs.

Bertram Levy commented on how to increase savings in other areas if other areas are seeing increases in costs.

Cathy Langley commented that she believes if there is a discount offered to the larger shops, it should apply to the smaller shops as well.

VI. FIRST READING (Discussion Only):

A. "Six Things" (1:37:00):

Mr. Crockett discussed the recent workshop he attended; a follow-up to a workshop that he and Commissioner Tucker participated in back in January of 2014. The group consists of several entities (City, PUD, County, Port, etc.) that each come up with five things all entities can work together on and support, which he reviewed. He added, at the workshop it changed to "Six Things". The group will meet again in six months. Mr. Crockett stated this would also be a subject for discussion at a retreat so that he could bring back the Commission's thoughts and recommendations to the group.

VII. POTENTIAL IMMEDIATE ACTION ITEMS):

A. December 10, 2014 Workshop and Commission Meeting-Rescheduling (1:44:34):

Mr. Crockett explained that the Washington Public Ports Annual Meeting that senior staff and the commission would be attending conflicts with this date. He recommends moving the 9:30 AM workshop and 1:00 PM meeting to Monday, December 8, 2014.

Commissioner Clinefelter moved to reschedule the Public Workshop and Meeting to Monday, December 8, 2014, as discussed.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

VIII. STAFF COMMENTS (1:46:22):

Ms. Lake introduced the newest addition to the Goodstein Law Group, Attorney Conon McCarthy.

Mr. Toews informed he would attend a Climate Action Committee workshop in Port Angeles on Friday. Critical infrastructure vulnerabilities are on the agenda, for which Mr. Toews is writing a paper, as requested.

Mr. Crockett informed he would be attending the CEO breakfast meeting tomorrow morning at 7:30.

IX. PUBLIC COMMENTS (1:52:56):

Bertram Levy spoke about the boat ramp expansion and disputed letters to the editor in today's Leader.

Ron Hayes commented on number of out-of-towners who use our Port because of the low rates, and discussed fund allocations for the docks.

Martin Mills discussed his views on the benefits of keeping the shipyard discount in place and to how to keep customers coming here focusing on the overall value - good rates and good customer service.

Vigo Anderson stated the importance of filling the yard, which benefits the community. Open spaces are lost opportunities, he added. He agreed with Mr. Mills on the importance of the overall value from the Port.

X. COMMISSIONER COMMENTS (2:04:15):

Commissioner Tucker discussed the many conferences he has recently attended and the education he has received from each, such as legislation, attorney updates, and keeping informed of other port's activities. He talked about his recent road trip to California, where he took photos of many empty marinas along the way. He commended the Port of Port Townsend for its 91% occupancy, even during the winter months.

XI. NEXT MEETING: Next Special Meeting (Public Hearing for the 2015 Operating and Capital Budget) will be held Wednesday, November 19, 2014 at 5:30 PM in the Port Commission Building, 333 Benedict St, Port Townsend.

XII. EXECUTIVE SESSION:

None

XIII. ADJOURNMENT:

The meeting adjourned at 3:07 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

PORT COMMISSION SPECIAL MEETING– November 19, 2014

The Port of Port Townsend Commission met in special 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 5:30 PM.

II. PUBLIC HEARING ON 2015 OPERATING/CAPITAL BUDGET, 2015 RATES, AND 2015 PROPERTY TAX LEVY:

Commissioner Tucker read to the audience the rules of the Hearing. He then introduced Finance Director Amy Khile, who detailed changes made to the Draft Budget, as directed by the Commission.

Commissioner Tucker then introduced the audience members who signed up to speak: Carol Tabler, Port Townsend resident and Boat Haven liveaboard commented on rates and fees.

Jerry Johnson, PT resident and fisherman, discussed the boat ramp expansion and the benefits and financial costs of the Port's responsibilities for environmental compliance.

David Paine of Cape George, supports the boat ramp expansion. He asked to pass his remaining time on to:

Bertram Levy, Port Townsend resident who spoke on the budget and rates.

Bob Jautz of PT, discussed the many benefits that will come from the boat ramp project. He supports the expansion.

Jim Heumann, Port Townsend, commented on rates, environmental fee, expenses and ramp fees.

George Yount, former Port of PT Manager, discussed past history of the Port's budgets, economic development and slip waitlists.

Troy McKelvey of PT and boat slip customer, voiced his support of the boat ramp expansion.

Ron Hayes, Jefferson Co. resident and trailer boat fisherman, discussed the budget and the boat ramp, concluding that he supports the budget and he supports the Port.

Melinda Bryden, County resident, supports the boat ramp expansion.

Linda Sutton of Cape George spoke as a supporter of the boat ramp project and the importance of knowing what a commission candidate really stands for in his campaign.

John Collins, past Port of PT Commissioner, discussed the proposed changes to the slip rate formula and how those would change the whole rate dynamics.

David Griswold, Shipwrights Co-op co-owner and PT resident, discussed the effects of eliminating the long-term yard discount on large ship projects. He discussed the big revenue stream to our economy from these customers. He informed that if the discount in the shipyard goes away, the commercial fisherman will chose to stay in Alaska to get their boat work done.

Dan Sutton, Cape George resident and member of the Puget Sound Anglers, discussed the future revenues the boat ramp expansion would bring to the county, the town and the port. He added it is a very good investment.

Jim Maupin, PT resident and Point Hudson boat slip tenant, stated the ramp expansion is a good plan as long as money is collected from each user.

C.J. Burleson, boater and resident of Port Hadlock, suggests the commission develop a policy to reduce expenses in the budget and then passed his remaining time on to:

Bertram Levy expressed his opinion on where the money should come from to pay for the ramp project.

Bill Putney of PT stated he was a past candidate for the Port Commission and he was "pro-ramp (expansion)". He agreed that boaters must pay the fee for ramp use. He discussed the ecological challenges that lie ahead, and the importance of keeping the Port viable by not making cuts to the budget, which would compromise that.

Hearing no further testimony, Commissioner Tucker closed the Public Hearing at 6:23 PM.

III. SECOND READING:

A. Adoption of 2015 Property Tax Levy Amount, 2015 Operating/Capital Budget, and 2015 Operating Rates and Fees

Commissioner Tucker stated to the commission that it was time to take action on, or postpone the resolutions before them.

Each commissioner posed questions and asked for clarifications on the square footage base rate.

Commissioner Hanke explained to Mr. Griswold that based on yards surveyed in Washington, the Port of PT charges some of the lowest fees. He asked Mr. Griswold where these ships would go for cheaper work. He informed that there has been a big push to keep commercial ship work in Alaska. He added that if the discount in the shipyard goes away, the commercial fisherman will chose to stay in Alaska to get their boat work done.

Commissioner Hanke stated that after hearing from John Collins and Mr. Griswold, he believes the rates need rethinking. He also discussed the cash flow projections in the budget and the environmental fees. He is for passing all three resolutions, but down the road wants to re-examine the shipyard discount and the rate structure.

Commissioner Tucker stated he agrees with Commissioner Hanke. He thinks the Port should maintain the square footage base rate. He discussed keeping rates at 90% of the median in the marina rate survey. He believes the base electric fee, the environmental fees and the rate structure all need another look.

Commissioner Clinefelter stated he supports the property tax increase and the operating budget, but does not agree with adopting the rates and fees at this time. He wants to see a comprehensive study on shipyard lay days at other yards. He added that he believes the Port would be going backwards by changing the rate structure from the current square footage base that exists. He stated more time needs to be spent on rates and fees and he is not ready to adopt yet. He also wants to look at increasing ramp user fees.

Commissioner Tucker stated he would rather raise boat ramp fees when the expansion project was up and ready rather than raising them prior to ramp completion.

Commissioner Tucker moved to approve Resolution No. 620-14, Fixing the Amount of Property Tax to be Levied.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

Commissioner Tucker moved to approve Resolution No. 621-14, Establishing the Year 2015 Operating/Capital Budget.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

Commissioner Tucker moved to approve Resolution No. 622-14, Adopting the Year 2015 Operating Rates and Fees.

Commissioner Hanke seconded the motion.

Commissioner Clinefelter opposed.

Motion carried with two votes for and one opposed.

Commissioner Tucker added that the rates and fees would be included on the next Commission Meeting agenda for discussion.

IV. NEXT MEETING: Next meeting will be held Tuesday, November 25, 2014 at 1:00 PM in the Port Commission Building, 333 Benedict St, Port Townsend.

V. ADJOURNMENT:

The meeting adjourned at 6:55 PM there being no further business to come before the Commission.

ATTEST:

Stephen R. Tucker, President

Peter W. Hanke, Secretary

Brad A. Clinefelter, Vice President

PORT OF PORT TOWNSEND

MEETING OF: November 25, 2014

**AGENDA ITEM: V. Second Reading
A. Rates and Fees**

BACKGROUND:

Based on discussion at the November 19, 2014 Public Hearing, discussion will continue on 2015 rates and fees.

Executive Director's Recommendation:

For discussion only.

PORT OF PORT TOWNSEND

MEETING OF: November 25, 2014

AGENDA ITEM: VI. First Reading
A. Coast Seafoods Lease Consolidation and Extension

BACKGROUND:

Coast Seafoods presently has four different leases with the Port totaling \$4,544 per month. These leases are located at our facility on Linger Longer road in Quilcene. The earliest of these leases dates back to 1975. They have three land parcels and one building lease. Some of these leases have been renewed and some are due to expire in 3 to 5 years. Coast has asked if the Port would consider reorganizing the leases into one new 25-year lease.

This does have a lot of advantages for the Port. It would streamline accounting and give the Port the opportunity to convert these small old leases to our new lease format. Eric has drafted a proposed lease and we have printed a copy for the Commissioners as well as one placed in drop box for your perusal.

Executive Director's Recommendation:

For discussion and direction.

PORT OF PORT TOWNSEND

MEETING OF: November 25, 2014

AGENDA ITEM: VI. First Reading
B. Engineering Services – Capital Facilities Plan

BACKGROUND:

As we build a multi-year capital facilities plan it would be most beneficial to have engineering help in making our assessments of the various facilities. We need to know the lifespan of facilities, estimated cost to repair / replace, and any other specifics we think are necessary to ensure a solid plan.

We should discuss how we want to approach this, the timeline, and estimated cost.

Executive Director's Recommendation:

For discussion and direction as appropriate.

PORT OF PORT TOWNSEND

MEETING OF: November 25, 2014

AGENDA ITEM: VI. First Reading
C. October 2014 Financials

BACKGROUND:

To be presented.

Executive Director's Recommendation:

For discussion only.

MEMORANDUM

Date: November 20, 2014
To: Commissioners, Directors, and Managers
From: Amy Khile
Subject: October 2014 Financial Statements

Attached is our Statement of Revenue & Expense, both consolidated and by department, and YTD comparison charts for October 2014.

A review of our YTD results through October reveals the following:

Total gross operating revenues were \$4,254,470, \$4,046,127, \$3,872,171 and \$3,629,505 in 2014, 2013, 2012 and 2011 respectively. 2014 revenues are \$208,343 over 2013 operating revenues and 83.3% through the year we have collected 87.51% of the projected revenues.

All departments except Quilcene and Ramps are showing an increase over the prior year. PTBH, Yard and Environmental and Point Hudson Properties continue to show the largest increases over the prior year.

The Yard Revenues were \$1,318,895, \$1,204,955, \$1,234,772 and \$1,185,517 in 2014, 2013, 2012 and 2011 respectively. The Environmental revenues were \$137,642 and \$88,269 in 2014 and 2013 respectively. The largest increase within the Environmental area is coming from the Yard which was \$81,647 in 2014 and \$49,439 in 2013.

Total operating expenses less depreciation were \$3,478,642, \$3,068,012, \$2,876,477 and \$2,816,202 in 2014, 2013, 2012 and 2011 respectively. 2014 expenses are \$410,630 more than 2013 and 83.3% through the year we are running 89.6% of budgeted. The largest increases in expenses are coming within salaries & benefits, contract services, legal fees and Claims & Damages. These 4 line items account for \$280,696 of the increase.

We have a net loss from operations of \$(458,467) after depreciation. However, the overall net income is \$26,507 after non-operating revenue and expense.

Port of Port Townsend
 Consolidated Statement of Revenue & Expense
 For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Revenues						
PTBH - Permanent Moorage	731,217	735,553	950,000	77.43%	214,447	
PTBH - Ship Moorage	19,989	20,354	30,000	67.85%	9,646	
PTBH - Liveaboard Fee	15,605	12,995	20,000	64.98%	7,005	
Work Float/Lift Pier Usage	2,255	2,354	3,000	78.47%	646	
PTBH - Monthly Guest	101,511	117,299	95,000	123.47%	(22,299)	
PTBH - Nightly Guest	154,299	162,528	170,000	95.60%	7,472	
PTBH - Electric	64,014	59,392	90,000	65.99%	30,608	
PTBH - Miscellaneous Revenue	7,175	7,997	10,000	79.97%	2,003	
PTBH - Reservation Fee	63	0	200	0.00%	200	
PTBH - Showers	18,253	18,481	20,000	92.40%	1,519	
PTBH - Laundry	5,325	5,644	6,000	94.07%	356	
Total Moorage Revenue	1,119,706	1,142,596	1,394,200	81.95%	251,604	
Yard - Liveaboard Fee	1,333	1,488	1,200	123.96%	(288)	
Yard - Miscellaneous Revenue	17,254	19,185	11,800	162.58%	(7,385)	charge for boat demos
Yard - 70/75 Ton Hoist Revenue	203,974	206,941	220,000	94.06%	13,059	
Yard - 300 Ton Hoist Revenue	96,211	89,174	100,000	89.17%	10,826	
Yard - Washdown Revenue	53,531	54,687	59,000	92.69%	4,313	
Yard - Bilge Water Revenue	2,760	2,098	1,800	116.57%	(298)	
Yard - Work Yard Revenue	413,175	427,389	500,000	85.48%	72,611	
Yard - Ship Yard Revenue	264,233	312,532	285,000	109.66%	(27,532)	
Yard - L/T Storage	50,267	51,071	65,000	78.57%	13,929	
Yard - Electric	17,961	22,979	17,500	131.31%	(5,479)	
Yard - Blocking Rent	7,530	10,308	11,000	93.71%	692	
Yard - Tarp Pool Fee	27,264	32,657	32,000	102.05%	(657)	
Marine Trades 3% Revenue	49,463	88,387	55,000	160.70%	(33,387)	
Total Work Yard Revenue	1,204,955	1,318,895	1,359,300	97.03%	40,405	

Port of Port Townsend
Consolidated Statement of Revenue & Expense
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Environmental - Clean Up Revenue	0	9,833	0	#DIV/0!	(9,833)	
Environmental - Point Hudson	4,859	4,990	7,000	71.29%	2,010	
Environmental - Moorage	31,902	32,153	43,000	74.77%	10,848	
Environmental - Quilcene	2,070	2,050	2,500	82.00%	450	
Environmental - Work Yard	33,697	65,665	50,000	131.33%	(15,665)	
Environmental - Ship Yard	15,742	15,982	35,000	45.66%	19,018	
Environmental - Stormwater Fee	0	6,969	15,000	46.46%	8,031	
Total Environmental Revenue	88,269	137,642	152,500	90.26%	14,858	
PTBH Prop - Lease Revenue	376,840	391,532	510,000	76.77%	118,468	
PTBH Prop - Storage Unit Revenue	6,027	4,960	10,000	49.60%	5,040	Usage decreasing
PTBH Prop - Fuel Dock Lease	17,844	18,127	20,000	90.63%	1,873	
PTBH Prop - Electric	11,023	11,481	14,500	79.18%	3,019	
PTBH Prop - Miscellaneous	300	24	0	#DIV/0!	(24)	
Total PTBH Property Revenue	412,034	426,124	554,500	76.85%	128,376	
Quilcene - Permanent Moorage	32,341	30,998	40,000	77.50%	9,002	
Quilcene - Nightly Moorage	2,662	2,632	1,600	164.50%	(1,032)	
Quilcene - Nightly R.V.	1,116	1,304	1,000	130.37%	(304)	
Quilcene - Electric	1,687	1,375	3,000	45.85%	1,625	
Quilcene - Showers	2,160	2,060	2,500	82.40%	440	
Quilcene - Fuel Sales	33,273	22,810	28,000	81.47%	5,190	
Quilcene - Lease Revenue	46,032	46,965	58,000	80.97%	11,035	
Quilcene - Rental Property Revenue	5,000	5,000	6,000	83.33%	1,000	
Quilcene - Water	5,937	6,074	8,500	71.46%	2,426	
Quilcene - Miscellaneous Revenue	0	0	200	0.00%	200	
Total Quilcene Revenue	130,207	119,219	148,800	80.12%	29,581	
Ramps - Ramp/Parking Fee	32,624	30,403	35,000	86.87%	4,597	
Dinghy Float Revenue	838	870	1,800	48.33%	930	
Total Ramp Revenue	33,462	31,273	36,800	84.98%	5,527	

Port of Port Townsend
Consolidated Statement of Revenue & Expense
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Pt Hudson - Building Lease Revenue	289,538	309,771	400,000	77.44%	90,230	
Total Pt Hudson Property Revenue	289,538	309,771	400,000	77.44%	90,230	
Pt Hudson - Permanent Moorage	86,518	84,898	105,000	80.86%	20,102	
Pt Hudson - Liveaboard Fee	2,470	2,895	4,300	67.33%	1,405	
Pt Hudson - Monthly Guest	37,348	49,503	40,000	123.76%	(9,503)	
Pt Hudson - Nightly Guest	213,455	195,043	200,000	97.52%	4,957	
Wharf Usage	5,975	6,813	5,000	136.25%	(1,813)	
Pt Hudson - Monthly R.V.	17,500	17,500	30,000	58.33%	12,500	
Pt Hudson - Nightly R.V.	226,921	228,662	225,000	101.63%	(3,662)	
Pt Hudson - Kayak Racks	4,336	5,554	4,000	138.84%	(1,554)	
Pt Hudson - Reservation Fee	26,439	29,372	23,000	127.70%	(6,372)	
Pt Hudson - Showers	7,211	6,900	8,000	86.25%	1,100	
Pt Hudson - Laundry	5,902	7,855	7,000	112.21%	(855)	
Pt Hudson - Passenger Fee	4,132	4,784	4,000	119.59%	(784)	
Pt Hudson - Electric	19,105	15,119	22,000	68.72%	6,881	
Pt Hudson - Miscellaneous Revenue	2,514	2,062	2,500	82.49%	438	
Pt Hudson - Event Facility Revenue	869	2,576	1,000	257.57%	(1,576)	change in fee structure
Total Pt Hudson Marina & R.V Revenue	660,694	659,535	680,800	96.88%	21,265	
JCIA - Miscellaneous Revenue	0	0	100	0.00%	100	
JCIA - Lease Revenue	84,055	85,495	105,000	81.42%	19,505	
JCIA - Hangar Revenue	18,252	19,635	23,000	85.37%	3,365	
JCIA - Vehicle Parking Revenue	720	705	750	94.02%	45	
JCIA - Aircraft Parking	1,192	891	2,000	44.55%	1,109	
JCIA - Commercial Landing Fee	32	0	100	0.00%	100	
JCIA - Fuel Lease Revenue	3,010	2,690	4,000	67.24%	1,310	
Total JCIA Revenue	107,262	109,415	134,950	81.08%	25,535	
Total Operating Revenue	4,046,127	4,254,470	4,861,850	87.51%	607,380	

Port of Port Townsend
Consolidated Statement of Revenue & Expense
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Operating Expenses						
Salaries & Wages	1,275,014	1,369,628	1,586,045	86.35%	216,417	
Payroll Taxes	143,910	149,267	192,797	77.42%	43,531	
Employee Benefits	419,958	444,781	493,283	90.17%	48,503	
Uniform Expense	4,319	4,612	8,000	57.65%	3,388	
Contract Services	126,038	202,658	137,000	147.93%	(65,658)	Boats destroyed, tree removal, key codes, IT
Legal & Auditing	95,826	114,693	120,000	95.58%	5,307	
Operating Supplies	123,983	150,057	140,550	106.76%	(9,507)	
Cost of Fuel Sold - Quilcene	30,469	20,864	24,000	86.94%	3,136	
Moorage Credit System - PTBH	34,502	37,921	35,000	108.35%	(2,921)	
Travel	12,149	12,030	17,000	70.76%	4,970	
Training	3,609	3,796	8,000	47.45%	4,204	
Insurance	139,589	152,847	172,168	88.78%	19,321	Smith Lowney & Caicos
Claims & Damages	5,585	66,000	5,000	1320.00%	(61,000)	Settlement
Advertising	35,982	36,569	40,000	91.42%	3,431	
Promotion	3,687	3,562	5,000	71.23%	1,438	
Membership & Dues	11,752	13,863	21,570	64.27%	7,707	
Community Relations	2,996	6,523	8,000	81.54%	1,477	additional credit card
Bank Charges	47,040	55,192	39,000	141.52%	(16,192)	usage
Utilities	353,290	395,602	488,300	81.02%	92,698	
Excise Tax	22,042	18,934	17,825	106.22%	(1,109)	
Bad Debt	(1,002)	4,237	20,000	21.19%	15,763	
Miscellaneous Expense	(1,173)	258	4,000	6.46%	3,742	
Repair & Maintenance	153,449	202,248	275,000	73.54%	72,752	
Economic Development	25,000	12,500	25,000	50.00%	12,500	
Operating Expenses w/o Depreciation	3,068,012	3,478,642	3,882,539	89.60%	403,896	
Income from Operations w/o Depreciation	978,116	775,828	979,311	79.22%	203,484	
Depreciation Expense	1,125,424	1,234,294	1,508,314	81.83%	274,020	
Income (Loss) from Operations with Depreciation	(147,308)	(458,467)	(529,003)	86.67%	(70,537)	

Port of Port Townsend
Consolidated Statement of Revenue & Expense
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Non-Operating Revenue						
Grant - FAA	29,038	0	25,000	0.00%	25,000	
Capital Contributions - Non-Operating	0	0	0	#DIV/0!	0	
Investment Interest	11,356	9,468	15,000	63.12%	5,532	
Operating Tax Levy	737,328	749,182	906,000	82.69%	156,818	
State Forest Revenues	7,876	37,644	20,000	188.22%	(17,644)	
State Timber Excise Tax	35,289	39,096	20,000	195.48%	(19,096)	
Leasehold Excise Tax	5,552	3,518	7,000	50.26%	3,482	
Insurance Recovery	0	58,930	0	#DIV/0!	(58,930)	
Finance Charges	13,884	16,042	20,000	80.21%	3,958	
Other Non-Operating Revenues	1,500	2,000	0			
Cash Over/(Short)	0	73	0	#DIV/0!	(73)	
Total Non-Operating Revenue	841,824	915,953	1,013,000	90.42%	99,047	
Non-Operating Expenses						
Interest Expense - Local Fund	1,268	554	665	83.35%	111	
Interest Expense - CERB Loan	10,542	8,250	9,625	85.71%	1,375	
Interest Expense - 2005 Rev Ref Bond	87,312	66,732	83,625	79.80%	16,893	
Interest Expense - 2005 LTGO Bond	158,299	149,705	185,560	80.68%	35,855	
Interest Expense - 2006 LTGO Refund Bond	37,674	27,307	36,792	74.22%	9,485	
Interest Expense - 2010 LTGO Bond	167,574	162,216	198,943	81.54%	36,727	
Interest Expense - 2013 Revenue Bond	8,291	14,795	17,754	83.33%	2,959	
Bond Management Fees	1,124	1,335	1,200	111.25%	(135)	
Bond Issue Costs	0	0	0	#DIV/0!	0	
Investment Fees	199	85	1,000	8.52%	915	
Election Expense	10,194	0	0	#DIV/0!	0	
Total Non-Operating Expenses	482,477	430,980	535,164	80.53%	104,184	
Net Non-Operating Income(Expense)	359,348	484,974	477,836	101.49%	(5,138)	
Net Income(Loss)	212,039	26,507	(51,167)	-51.80%	(75,674)	

Port of Port Townsend
Port Management Report
For the Period Ended October 31, 2014

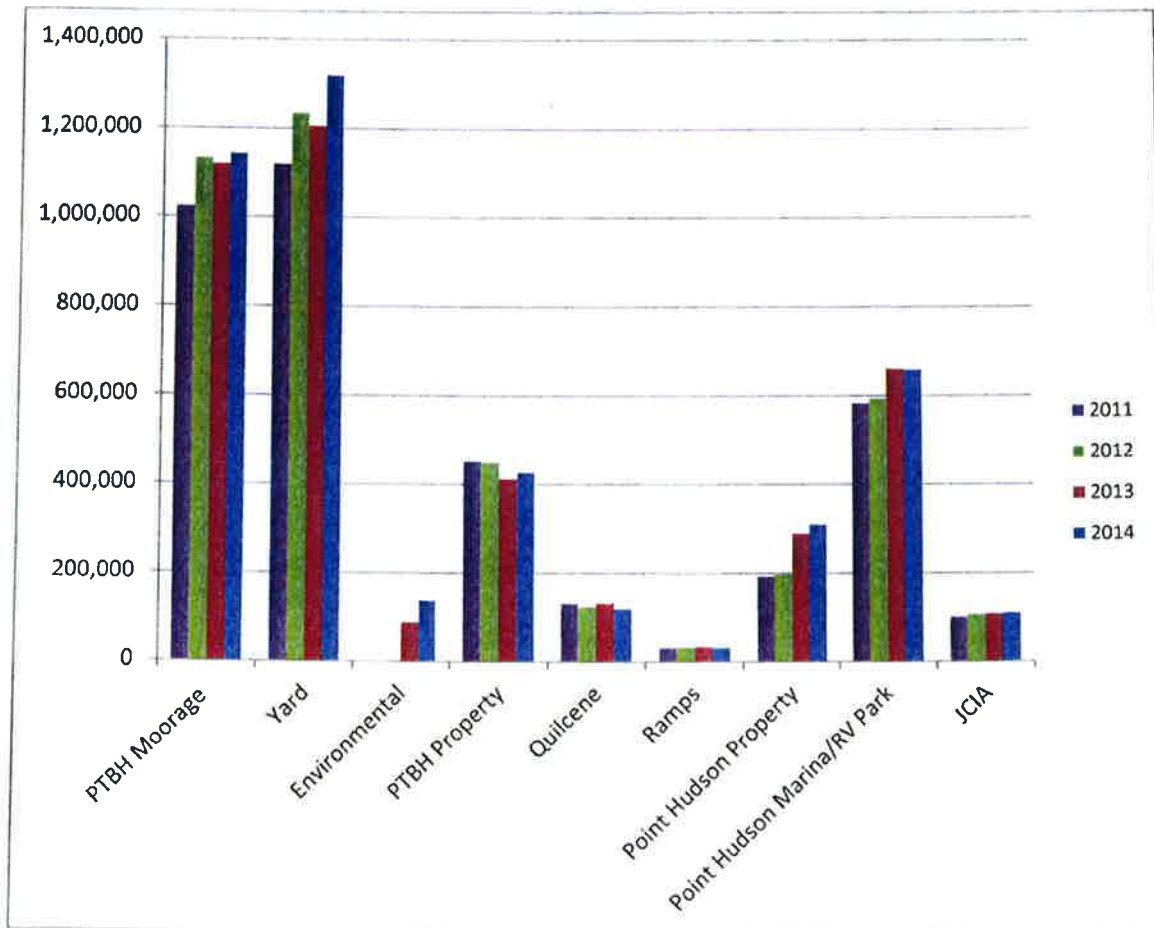
Department:	Revenue	Direct Expenses	Gross Profit	Allocated A & G Expense	Depreciation	Net Income
Moorage						
Actual	1,142,596	531,091	611,505	243,965	207,665	159,876
Annual Budget	1,394,200	622,685	771,515	282,623	336,003	152,889
Variance	(251,604)	(91,594)	(160,010)	(38,659)	(128,339)	6,987
Actual as % of annual budget	82%	85%	79%	86%	62%	105%
% through year	83%	83%	83%	83%	83%	83%
Yard						
Actual	1,318,895	780,489	538,406	285,819	243,470	9,117
Budget	1,359,300	859,217	500,083	275,549	300,283	(75,749)
Variance	(40,405)	(78,727)	38,322	10,270	(56,814)	84,866
Actual as % of annual budget	97%	91%	108%	104%	81%	-12%
% through year	83%	83%	83%	83%	83%	83%
Environmental						
Actual	137,642	163,288	(25,646)	29,625	25,962	(81,234)
Budget	152,500	222,372	(69,872)	30,914	35,061	(135,846)
Variance	(14,858)	(59,084)	44,225	(1,288)	(9,099)	54,613
Actual as % of annual budget	90%	73%	37%	96%	74%	60%
% through year	83%	83%	83%	83%	83%	83%
PTBH Properties						
Actual	426,124	102,340	323,784	90,612	104,787	128,386
Budget	554,500	164,399	390,101	112,405	144,884	132,812
Variance	(128,376)	(62,059)	(66,317)	(21,793)	(40,098)	(4,427)
Actual as % of annual budget	77%	62%	83%	81%	72%	97%
% through year	83%	83%	83%	83%	83%	83%
Quilcene						
Actual	119,219	82,925	36,294	25,889	55,265	(44,860)
Budget	148,800	106,972	41,828	30,164	74,633	(62,969)
Variance	(29,581)	(24,047)	(5,534)	(4,275)	(19,369)	18,109
Actual as % of annual budget	80%	78%	87%	86%	74%	71%
% through year	83%	83%	83%	83%	83%	83%
Boat Ramps						
Actual	31,273	23,695	7,578	7,230	20,511	(20,163)
Budget	36,800	30,709	6,091	7,460	15,572	(16,941)
Variance	(5,527)	(7,014)	1,487	(230)	4,938	(3,221)
Actual as % of annual budget	85%	77%	124%	97%	132%	119%
% through year	83%	83%	83%	83%	83%	83%
Pt Hudson Properties						
Actual	309,771	147,637	162,134	66,133	88,071	7,929
Budget	400,000	140,050	259,950	81,288	115,362	63,300
Variance	(90,230)	7,587	(97,817)	(15,155)	(27,290)	(55,372)
Actual as % of annual budget	77%	105%	62%	81%	76%	13%
% through year	83%	83%	83%	83%	83%	83%
Pt Hudson Marina & RV						
Actual	659,535	468,718	190,817	142,947	213,487	(165,618)
Budget	680,800	475,343	205,457	137,805	204,260	(136,608)
Variance	(21,265)	(6,625)	(14,640)	5,142	9,227	(29,009)
Actual as % of annual budget	97%	99%	93%	104%	105%	121%
% through year	83%	83%	83%	83%	83%	83%

Port of Port Townsend
Port Management Report
For the Period Ended October 31, 2014

Department:	Revenue	Direct Expenses	Gross Profit	Allocated A & G Expense	Depreciation	Net Income
JCIA						
Actual	109,415	83,485	25,930	23,264	209,906	(207,239)
Budget	134,950	121,236	13,714	27,356	270,552	(284,195)
Variance	(25,535)	(37,751)	12,217	(4,093)	(60,647)	76,956
Actual as % of annual budget	81%	69%	189%	85%	78%	73%
% through year	83%	83%	83%	83%	83%	83%
Total Profit Centers						
Actual	4,254,470	2,383,669	1,870,801	915,484	1,169,122	(213,805)
Budget	4,861,850	2,742,983	2,118,867	985,563	1,496,612	(363,307)
Variance	(607,380)	(359,314)	(248,066)	(70,079)	(327,490)	149,502
Actual as % of annual budget	88%	87%	88%	93%	78%	59%
% through year	83%	50%	50%	50%	50%	50%
Maintenance Shop						
Actual		152,236	(152,236)	0	11,631	(163,867)
Budget		153,995	(153,995)	0	11,703	(165,698)
Variance		(1,758)	1,758	0	(72)	1,831
Actual as % of annual budget		99%	99%	#DIV/0!	99%	99%
% through year	83%	83%	83%	83%	83%	83%
Administrative & General						
Administration						
Actual		861,942	(861,942)	(915,484)	53,542	0
Budget		985,563	(985,563)	(985,563)	0	0
Variance		(123,621)	123,621	70,079	53,542	0
Actual as % of annual budget		87%	87%	93%	#DIV/0!	#DIV/0!
% through year	83%	83%	83%	83%	83%	83%
Total Operating						
Actual	4,254,470	3,397,848	856,623	0	1,234,294	(377,672)
Budget	4,861,850	3,882,540	979,310	0	1,508,314	(529,005)
Variance	607,380	(484,693)	(122,687)	(0)	(274,020)	151,333
Actual as % of annual budget	88%	88%	87%	0%	82%	71%
% through year	83%	83%	83%	83%	83%	83%
Non-Operating						
Actual	857,023	430,980	426,043			426,043
Budget	1,013,000	535,164	477,836			477,836
Variance	(155,977)	(104,184)	(51,793)			(51,793)
Actual as % of annual budget	85%	81%	89%	#DIV/0!	#DIV/0!	89%
% through year	83%	83%	83%	83%	83%	83%
Grand Total						
Actual	5,111,493	3,828,827	1,282,666		1,234,294	48,372
Budget	5,874,850	4,417,704	1,457,146		1,508,314	(51,169)
Variance	(763,357)	(588,877)	(174,480)		(274,020)	99,540
Actual as % of annual budget	87%	87%	88%	#DIV/0!	82%	-95%
% through year	83%	83%	83%	83%	83%	83%

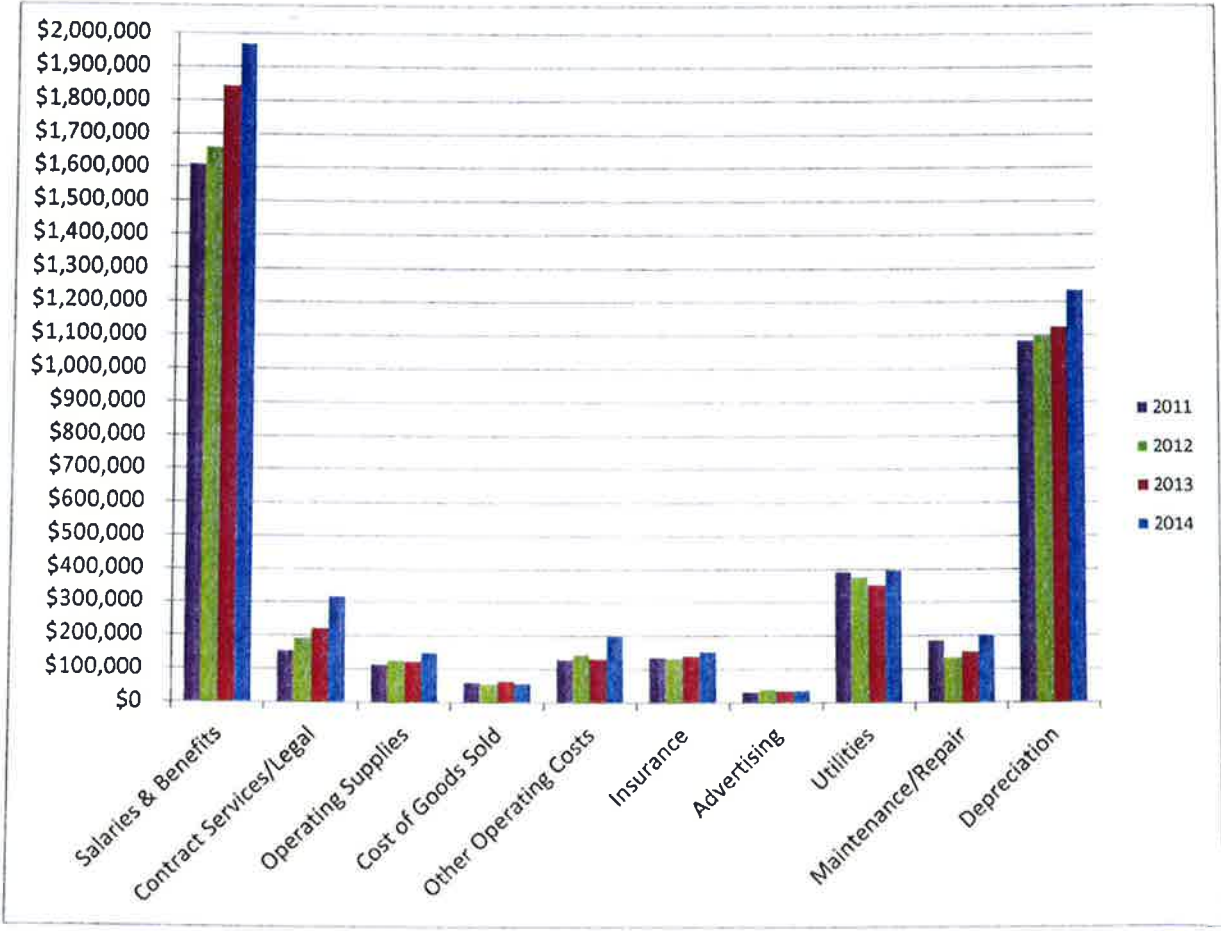
October 2014 Operating Revenues

Total = \$4,254,470



October 2014 YTD Operating Expenses

Total = \$4,712,936



Port of Port Townsend
PTBH Moorage
For the Period Ended October 31, 2014

Revenues	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Permanent Moorage	731,217	735,553	950,000	77.43%	214,447	
PTBH - Ship Moorage	19,989	20,354	30,000	67.85%	9,646	
Liveaboard Fee	15,605	12,995	20,000	64.98%	7,005	
Work Float/Lift Pier Usage	2,255	2,354	3,000	78.47%	646	
Monthly Guest	101,511	117,299	95,000	123.47%	(22,299)	
Nightly Guest	154,299	162,528	170,000	95.60%	7,472	
Electric	64,014	59,392	90,000	65.99%	30,608	
Miscellaneous Revenue	7,175	7,997	10,000	79.97%	2,003	
Reservation Fee	63	-	200	0.00%	200	
Showers	18,253	18,481	20,000	92.40%	1,519	
Laundry	5,325	5,644	6,000	94.07%	356	
Total Revenues	1,119,706	1,142,596	1,394,200	81.95%	251,604	
Expenses						
Salaries & Wages	162,364	159,703	164,430	97.13%	4,727	
Payroll Taxes	19,741	19,729	23,022	85.70%	3,292	
Employee Benefits	49,935	51,739	51,140	101.17%	(599)	
Uniform Expense	278	471	600	78.49%	129	
Contract Services	21,325	31,792	29,100	109.25%	(2,692)	Locking Enviro Centers
Operating Supplies	18,310	25,307	23,400	108.15%	(1,907)	
Travel	-	39	500	7.84%	461	
Training	-	-	600	0.00%	600	
Insurance	30,180	38,385	45,643	84.10%	7,258	
Claims & Damages	-	-	500	0.00%	500	
Advertising	8,666	4,802	10,600	45.30%	5,798	
Promotion	345	368	250	147.08%	(118)	
Bank Charges	8,665	10,296	6,900	149.22%	(3,396)	additional credit card use
Utilities	108,063	132,090	144,900	91.16%	12,810	
Excise Tax	4,393	3,684	4,000	92.09%	316	
Bad Debt Expense	(891)	2,040	2,000	102.02%	(40)	Additional write offs
Miscellaneous Expense	(918)	(1)	100	-0.60%	101	
Credit System	34,502	37,921	35,000	108.35%	(2,921)	
Repair & Maintenance	53,925	12,724	80,000	15.91%	67,276	fewer repair projects
Allocated A & G	183,900	243,965	282,623	86.32%	38,659	
Direct Operating Expenses	702,784	775,056	905,308	85.61%	130,253	
Net Income (Loss) Without Depreciation	416,922	367,541	488,892	75.18%	121,351	
Depreciation Expense	227,042	207,665	336,003	61.80%	128,339	
Net Income (Loss)	189,879	159,876	152,889	104.57%	(6,987)	

Port of Port Townsend
Yard
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Revenues						
Electric	17,961	22,979	17,500	131.31%	(5,479)	
Liveaboard Fee	1,333	1,488	1,200	123.96%	(288)	
Miscellaneous Revenue	17,254	19,185	11,800	162.58%	(7,385)	
300 Ton Hoist Revenue	96,211	89,174	100,000	89.17%	10,826	
70/75 Ton Hoist Revenue	203,974	206,941	220,000	94.06%	13,059	
Washdown Revenue	53,531	54,687	59,000	92.69%	4,313	
Bilge Water Revenue	2,760	2,098	1,800	116.57%	(298)	
Ship Yard Revenue	264,233	312,532	285,000	109.66%	(27,532)	
Work Yard Revenue	413,175	427,389	500,000	85.48%	72,611	
Blocking Rent	7,530	10,308	11,000	93.71%	692	
Tarp Pool Revenue	27,264	32,657	32,000	102.05%	(657)	
Long Term Storage Yard	50,267	51,071	65,000	78.57%	13,929	
Marine Trades Contribution	49,463	88,387	55,000	160.70%	(33,387)	
Total Revenues	1,204,955	1,318,895	1,359,300	97.03%	40,405	
Operating Expenses						
Salaries & Wages	327,002	338,162	362,769	93.22%	24,607	
Payroll Taxes	43,118	41,594	50,791	81.89%	9,197	
Employee Benefits	100,823	110,363	112,827	97.82%	2,463	
Uniform Expense	1,966	1,544	3,140	49.17%	1,596	
Contract Services	3,691	22,226	10,700	207.72%	(11,526)	Boats destroyed
Operating Supplies	8,375	19,631	16,500	118.97%	(3,131)	Jack stands Purchased additional
Tarp Pool Expense	12,937	17,245	12,000	143.71%	(5,245)	tarps
Postage	546	776	1,025	75.68%	249	
Janitorial Supplies	2,202	2,416	2,600	92.94%	184	
Fuel & Lubricants	11,743	12,650	16,000	79.06%	3,350	
Shipyards Permit	-	-	700	0.00%	700	
Travel	-	-	800	0.00%	800	
Training	-	-	1,000	0.00%	1,000	
Insurance	29,335	28,059	33,365	84.10%	5,306	
Claims & Damages	5,585	-	3,000	0.00%	3,000	
Advertising	9,449	8,728	13,200	66.12%	4,472	
Promotion	1,129	1,749	2,500	69.97%	751	
Bank Charges	21,288	21,733	17,000	127.84%	(4,733)	Add'l credit card use
Utilities	81,002	100,340	107,900	92.99%	7,560	
Excise Tax	6,833	6,636	6,500	102.10%	(136)	
Bad Debt Expense	(624)	46	15,700	0.29%	15,654	
Miscellaneous Expense	-	-	200	0.00%	200	
Repair & Maintenance - 300 Ton Hoist	19,075	14,323	14,000	102.30%	(323)	
Repair & Maintenance - 70 Ton Hoist	1,720	10,510	7,000	150.15%	(3,510)	Add'l repairs
Repair & Maintenance - 75 Ton Hoist	2,222	9,130	9,000	101.44%	(130)	
Repair & Maintenance	3,921	12,629	39,000	32.38%	26,371	
Allocated A & G	187,456	285,819	275,549	103.73%	(10,270)	
Direct Operating Expenses	880,796	1,066,308	1,134,765	93.97%	68,457	
Net Income (Loss) without Depreciation	324,159	252,587	224,535	112.49%	(28,052)	
Depreciation Expense	227,516	243,470	300,283	81.08%	56,814	
Net Income (Loss)	96,643	9,117	(75,749)	-12.04%	(84,866)	

Port of Port Townsend
Environmental
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Revenues						
Clean Up Revenue	-	9,833	-	#DIV/0!	(9,833)	
Point Hudson - Hazardous Waste Fee	4,859	4,990	7,000	71.29%	2,010	
Moorage - Hazardous Waste Fee	31,902	32,153	43,000	74.77%	10,848	
Quilcene - Hazardous Waste Fee	2,070	2,050	2,500	82.00%	450	
Work Yard - Hazardous Waste Fee	33,697	65,665	50,000	131.33%	(15,665)	
Ship Yard - Hazardous Waste Fee	15,742	15,982	35,000	45.66%	19,018	
PTBH Properties - Stormwater Fee	-	6,969	15,000	46.46%	8,031	
Total Revenues	88,269	137,642	152,500	90.26%	14,858	
Expenses						
Salaries & Wages	39,490	57,467	129,919	44.23%	72,453	
Payroll Taxes	4,927	7,080	18,190	38.92%	11,110	
Employee Benefits	12,263	18,669	40,407	46.20%	21,737	
Uniform Expense	618	415	150	276.79%	(265)	
Contract Services	26,562	28,787	17,150	167.85%	(11,637)	Additional testing, contracts
Operating Supplies	12,324	19,868	10,000	198.68%	(9,868)	Totes, Media Replacement, Biological Carbon
Postage	-	10	-	#DIV/0!	(10)	
Permits	1,067	1,152	-	#DIV/0!	(1,152)	
Travel & Training	1,007	1,331	1,000	133.07%	(331)	
Insurance	2,226	3,010	3,556	84.66%	545	
Claims & Damages	-	16,000	-	#DIV/0!	(16,000)	
Advertising	187	39	-	#DIV/0!	(39)	
Utilities	2,572	1,116	2,000	55.80%	884	
Excise Tax	-	1,844	-	#DIV/0!	(1,844)	
Bad Debt Expense	-	-	-	#DIV/0!	-	
Repair & Maintenance	2,451	6,499	-	#DIV/0!	(6,499)	
Allocated A & G Expense	14,501	29,625	30,914	95.83%	1,288	
Direct Operating Expenses	120,196	192,913	253,285	76.16%	60,372	
Net Income (Loss) Without Depreciation	(31,927)	(55,272)	(100,785)	54.84%	(45,514)	
Depreciation Expense	26,565	25,962	35,061	74.05%	9,099	
Net Income (Loss)	(58,491)	(81,234)	(135,846)	59.80%	(54,613)	

Port of Port Townsend
PTBH Properties
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Revenues						
PTBH Prop - Lease Revenue	376,840	391,532	510,000	76.77%	118,468	
PTBH Prop - Storage Unit Revenue	6,027	4,960	10,000	49.60%	5,040	
PTBH Prop - Fuel Dock Lease	17,844	18,127	20,000	90.63%	1,873	
PTBH Prop - Electric	11,023	11,481	14,500	79.18%	3,019	
	300	24	0	#DIV/0!	(24)	
Total Revenues	412,034	426,124	554,500	76.85%	128,376	
Expenses						
Salaries & Benefits	35,317	33,475	44,637	74.99%	11,162	
Payroll Taxes	4,400	4,149	6,250	66.39%	2,100	
Employee Benefits	10,857	10,820	13,883	77.94%	3,062	
Uniform Expense	0	0	90	0.00%	90	
Contract Services	1,048	7,666	1,330	576.42%	(6,336)	Tree removal
Operating Supplies	534	177	1,000	17.71%	823	
Postage	426	576	750	76.76%	174	
Travel	0	0	100	0.00%	100	
Insurance	12,776	9,727	11,809	82.36%	2,083	
Bank Charges	608	502	250	200.68%	(252)	Add'l credit card use
Utilities	25,957	27,915	32,500	85.89%	4,585	
Excise Tax	221	169	200	84.59%	31	
Bad Debt Expense	312	0	500	0.00%	500	
Miscellaneous Expense	29	31	100	31.00%	69	
Repair & Maintenance	8,655	7,132	51,000	13.99%	43,868	
Allocated A & G	68,242	90,612	112,405	80.61%	21,793	
Direct Operating Expenses	169,382	192,952	276,803	69.71%	83,852	
Net Income (Loss) Before Depreciation	242,652	233,172	277,697	83.97%	44,524	
Depreciation Expense	115,524	104,787	144,884	72.32%	40,098	
Net Income (Loss)	127,127	128,386	132,812	96.67%	4,427	

Port of Port Townsend
 Quilcene
 For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Revenues						
Quilcene - Permanent Moorage	32,341	30,998	40,000	77.50%	9,002	
Quilcene - Nightly Moorage	2,662	2,632	1,600	164.50%	(1,032)	
Quilcene - Nightly R.V.	1,116	1,304	1,000	130.37%	(304)	
Quilcene - Electric	1,687	1,375	3,000	45.85%	1,625	
Quilcene - Showers	2,160	2,060	2,500	82.40%	440	
Quilcene - Fuel Sales	33,273	22,810	28,000	81.47%	5,190	
Quilcene - Lease Revenue	46,032	46,965	58,000	80.97%	11,035	
Quilcene - Rental Property Revenue	5,000	5,000	6,000	83.33%	1,000	
Quilcene - Water	5,937	6,074	8,500	71.46%	2,426	
Quilcene - Miscellaneous Revenue	0	0	200	0.00%	200	
Total Revenues	130,207	119,219	148,800	80.12%	29,581	
Expenses						
Salaries & Wages	10,165	15,415	15,255	101.05%	(160)	More time spent in Quil
Payroll Taxes	1,250	1,878	2,136	87.91%	258	
Employee Benefits	3,160	4,954	4,745	104.42%	(210)	
Uniform Expense	0	0	90	0.00%	90	
Contract Services	12,892	16,297	18,275	89.17%	1,978	
Fire Protection	0	1,000	1,000	100.00%	0	
Operating Supplies	599	1,628	500	325.52%	(1,128)	
Postage	150	225	300	75.00%	75	
Janitorial Supplies	928	871	800	108.90%	(71)	
Cost of Fuel Sold	30,469	20,864	24,000	86.94%	3,136	
Travel	0	0	300	0.00%	300	
Training	0	0	200	0.00%	200	
Insurance	5,570	4,997	6,221	80.31%	1,225	
Claims & Damages	0	0	500	0.00%	500	
Advertising	0	0	300	0.00%	300	
Bank Charges	836	764	250	305.46%	(514)	
Utilities	10,697	8,644	11,000	78.58%	2,356	
Excise Tax	575	495	500	99.04%	5	
Bad Debt Expense	0	0	500	0.00%	500	
Miscellaneous Expense	0	0	100	0.00%	100	
Repair & Maintenance	6,577	4,894	20,000	24.47%	15,106	
Allocated A & G	21,099	25,889	30,164	85.83%	4,275	
Direct Operating Expenses	104,966	108,814	137,136	79.35%	28,322	
Net Income (Loss) Before Depreciation	25,241	10,405	11,664	89.20%	1,260	
Depreciation Expense	57,693	55,265	74,633	74.05%	19,369	
Net Income (Loss)	(32,452)	(44,860)	(62,969)	71.24%	(18,109)	

Port of Port Townsend
Ramps
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Revenues						
Ramps - Ramp/Parking Fee	32,624	30,403	35,000	86.87%	4,597	
Dinghy Float Revenue	838	870	1,800	48.33%	930	
Total Revenues	33,462	31,273	36,800	84.98%	5,527	
Expenses						
Salaries & Wages	13,429	12,239	11,604	105.47%	(635)	
Payroll Taxes	1,659	1,489	1,625	91.67%	135	
Employee Benefits	4,140	3,979	3,609	110.25%	(370)	
Uniform Expense	0	0	90	0.00%	90	
Operating Supplies	197	37	800	4.67%	763	
Insurance	1,035	1,080	1,281	84.30%	201	
Promotion	585	855	1,500	57.00%	645	
Bank Charges	354	402	300	133.99%	(102)	Additional credit card usage
Utilities	2,949	2,918	4,250	68.66%	1,332	
Excise Tax	564	462	525	88.00%	63	
Bad Debt Expense	0	0	100	0.00%	100	
Miscellaneous Expense	0	0	25	0.00%	25	
Repair & Maintenance	150	233	5,000	4.66%	4,767	
Allocated A & G	5,916	7,230	7,460	96.92%	230	
Direct Operating Expenses	30,977	30,925	38,169	81.02%	7,244	
Net Income (Loss) Before Depreciation	2,485	348	(1,369)	-25.43%	(1,717)	
Depreciation Expense	11,905	20,511	15,572	131.71%	(4,938)	
Net Income (Loss)	(9,420)	(20,163)	(16,941)	119.01%	3,221	

Port of Port Townsend
Pt Hudson Properties
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Revenues						
Pt Hudson - Building Lease Revenue	289,538	309,771	400,000	77.44%	90,230	
Total Revenues	289,538	309,771	400,000	77.44%	90,230	
Expenses						
Salaries & Wages	60,010	58,843	57,277	102.74%	(1,567)	
Payroll Taxes	7,410	7,132	8,019	88.93%	887	
Employee Benefits	18,420	19,282	17,814	108.24%	(1,468)	
Uniform Expense	0	0	90	0.00%	90	
Contract Services	(692)	(954)	1,830	-52.13%	2,784	
Operating Supplies	1,233	0	1,000	0.00%	1,000	
Postage	100	150	250	60.00%	100	
Travel	0	0	100	0.00%	100	
Insurance	7,549	8,521	10,120	84.20%	1,599	
Bank Charges	0	0	100	0.00%	100	
Utilities	30,050	25,591	27,850	91.89%	2,259	
Excise Tax	133	0	0	#DIV/0!	0	
Bad Debt Expense	0	1,909	500	381.77%	(1,409)	Write off
Miscellaneous Expense	0	0	100	0.00%	100	
Repair & Maintenance	26,898	27,162	15,000	181.08%	(12,162)	Duplex Bldg
Allocated A & G	46,657	66,133	81,288	81.36%	15,155	
Direct Operating Expenses	197,768	213,770	221,338	96.58%	7,568	
Net Income (Loss) Before Depreciation	91,770	96,000	178,662	53.73%	82,662	
Depreciation Expense	89,468	88,071	115,362	76.34%	27,290	
Net Income (Loss)	2,302	7,929	63,300	12.53%	55,372	

Port of Port Townsend
Pt Hudson Marina & R.V
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks
Revenues						
Pt Hudson - Permanent Moorage	86,518	84,898	105,000	80.86%	20,102	
Pt Hudson - Electric	0	0	0	#DIV/0!	0	
Pt Hudson - Liveaboard Fee	2,470	2,895	4,300	67.33%	1,405	
Pt Hudson - Monthly Guest	37,348	49,503	40,000	123.76%	(9,503)	
PT HUDSON - UTILITY REIMBURSE	0	0	0	#DIV/0!	0	
Pt Hudson - Nightly Guest	213,455	195,043	200,000	97.52%	4,957	
Wharf Usage	5,975	6,813	5,000	136.25%	(1,813)	
Pt Hudson - Monthly R.V.	17,500	17,500	30,000	58.33%	12,500	
Pt Hudson - Nightly R.V.	226,921	228,662	225,000	101.63%	(3,662)	
Pt Hudson - Kayak Racks	4,336	5,554	4,000	138.84%	(1,554)	
Pt Hudson - Reservation Fee	26,439	29,372	23,000	127.70%	(6,372)	
Pt Hudson - Showers	7,211	6,900	8,000	86.25%	1,100	
Pt Hudson - Laundry	5,902	7,855	7,000	112.21%	(855)	
Pt Hudson - Passenger Fee	4,132	4,784	4,000	119.59%	(784)	
Pt Hudson - Electric	19,105	15,119	22,000	68.72%	6,881	
Pt Hudson - Miscellaneous Revenue	2,514	2,062	2,500	82.49%	438	
Pt Hudson - Event Facility Revenue	869	2,576	1,000	257.57%	(1,576)	
Total Revenues	660,694	659,535	680,800	96.88%	21,265	
Expenses						
Salaries & Wages	132,200	139,232	168,307	82.73%	29,075	
Payroll Taxes	16,545	17,217	23,564	73.06%	6,348	
Employee Benefits	38,054	44,995	52,346	85.96%	7,351	
Uniform Expense	132	540	600	89.97%	60	
Contract Services	18,929	22,776	28,650	79.50%	5,874	
Operating Supplies	6,726	5,449	8,000	68.12%	2,551	
Postage	326	481	600	80.11%	119	
Janitorial Supplies	6,280	5,760	7,000	82.28%	1,240	
Travel	0	0	200	0.00%	200	
Training	0	0	300	0.00%	300	
Insurance	16,180	21,589	19,426	111.14%	(2,164)	
Claims and Damages	0	0	500	0.00%	500	
Advertising	12,462	19,544	15,000	130.29%	(4,544)	
Promotion	1,321	590	250	235.89%	(340)	
Bank Charges	15,082	21,375	14,000	152.68%	(7,375)	Additional credit card use
Utilities	68,394	71,941	123,000	58.49%	51,059	
Excise Tax	7,058	5,294	6,000	88.24%	706	
Bad Debt Expense	96	242	500	48.40%	258	
Miscellaneous Expense	(1,572)	37	100	36.99%	63	
Repair & Maintenance	7,979	91,657	7,000	1309.38%	(84,657)	Union Wharf float repair, break wall
Allocated A & G	106,533	142,947	137,805	103.73%	(5,142)	
Direct Operating Expenses	452,725	611,666	613,148	99.76%	1,482	
Net Income (Loss) Before Depreciation	207,969	47,870	67,652	70.76%	19,782	
Depreciation Expense	154,762	213,487	204,260	104.52%	(9,227)	
Net Income (Loss)	53,208	(165,618)	(136,608)	121.24%	29,009	

Port of Port Townsend
Airport
For the Period Ended October 31, 2014

Revenues	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks for variances over/under 15% of 83%
Miscellaneous Revenue	0	0	100	0.00%	100	
Lease Revenue	84,055	85,495	105,000	81.42%	19,505	
Hangar Revenue	18,252	19,635	23,000	85.37%	3,365	
Vehicle Parking Revenue	720	705	750	94.02%	45	
Aircraft Parking	1,192	891	2,000	44.55%	1,109	
Commercial Landing Fee	32	0	100	0.00%	100	
Fuel Lease Revenue	3,010	2,690	4,000	67.24%	1,310	
	107,262	109,415	134,950	81.08%	25,535	
Expenses						
Salaries & Wages	34,310	27,242	44,445	61.29%	17,203	
Payroll Taxes	4,280	3,338	6,223	53.65%	2,884	
Employee Benefits	10,606	8,813	13,823	63.76%	5,009	
Uniform Expense	0	0	90	0.00%	90	
Contract Services	12,215	4,905	435	1127.48%	(4,470)	
Fire Protection	9,180	9,283	9,180	101.12%	(103)	Contract paid for year
Operating Supplies	14	0	200	0.00%	200	
Postage	170	304	300	101.41%	(4)	
Fuel & Lubricants	85	135	1,200	11.21%	1,065	
Permits	0	2,093	0	#DIV/0!	(2,093)	
Travel & Training	0	0	200	0.00%	200	
Insurance	15,894	15,920	18,871	84.36%	2,952	
Claims & Damages	0	0	500	0.00%	500	
Membership & Dues	150	0	70	0.00%	70	
Bank Charges	207	82	100	82.42%	18	
Utilities	7,085	8,831	11,300	78.15%	2,469	
Excise Tax	2,264	349	100	349.21%	(249)	
Bad Debt Expense	105	0	200	0.00%	200	
Miscellaneous Expense	189	191	1,000	19.10%	809	
Repair & Maintenance	12,056	1,999	13,000	15.38%	11,001	
Allocated A & G	17,547	23,264	27,356	85.04%	4,093	
Direct Operating Expenses	127,819	106,749	148,592	71.84%	41,844	
Net Income (Loss) Without Depreciation	(20,557)	2,667	(13,642)	-19.55%	(16,309)	
Depreciation Expense	205,750	209,906	270,552	77.58%	60,647	
Net Income (Loss)	(226,307)	(207,239)	(284,195)	72.92%	(76,956)	

Port of Port Townsend
Maintenance Shop
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks
Salaries & Wages	81,597	83,399	74,006	112.69%	(9,393)	
Payroll Taxes	10,144	10,147	10,361	97.93%	214	
Employee Benefits	25,072	27,442	23,017	119.23%	(4,425)	
Uniform Expense	1,324	1,539	2,610	58.98%	1,071	
Contract Services	0	68	300	22.75%	232	
Operating Supplies	3,516	4,290	4,700	91.29%	410	
Janitorial Supplies	734	806	800	100.69%	(6)	
Fuel & Lubricants	11,732	12,003	12,000	100.02%	(3)	
Repair & Maintenance	7,373	3,291	15,000	21.94%	11,709	
Travel	0	0	100	0.00%	100	
Training	330	60	600	10.00%	540	
Insurance	3,340	3,606	4,300	83.85%	695	
Advertising	339	412	0	#DIV/0!	(412)	
Membership & Dues	70	0	0	#DIV/0!	0	
Utilities	5,402	5,173	6,100	84.81%	927	
Miscellaneous Expense	0	0	100	0.00%	100	
Depreciation Expense	9,200	11,631	11,703	99.38%	72	
	160,172	163,867	165,698	98.90%	1,831	

Port of Port Townsend
Administration
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks
Salaries & Wages	379,129	444,450	513,396	86.57%	68,946	
Payroll Taxes	30,311	35,514	42,618	83.33%	7,104	
Employee Benefits	117,072	144,662	159,674	90.60%	15,012	
Employee Benefits (to be distributed)	29,556	(940)	0	#DIV/0!	940	
Uniform Expense	0	103	450	22.86%	347	
Contract Services	20,887	58,813	19,050	308.73%	(39,763)	Communications, Appraisal, IT
Legal Expense	95,617	114,693	100,000	114.69%	(14,693)	Litigation
Audit Expense	209	0	20,000	0.00%	20,000	
Operating Supplies	21,510	12,929	16,125	80.18%	3,196	
Community Relations	2,996	6,523	8,000	81.54%	1,477	
Publications	135	135	200	67.60%	65	
Postage	1,085	1,343	1,800	74.58%	457	
Janitorial Supplies	0	1,612	0	#DIV/0!	(1,612)	
Repair & Maintenance	447	22	0	#DIV/0!	(22)	
Promotional Hosting	308	0	500	0.00%	500	
Travel	11,141	10,660	13,700	77.81%	3,040	
Training	3,279	3,736	5,300	70.49%	1,564	
Insurance	15,503	17,953	17,574	102.16%	(379)	
Claims & Damages	0	50,000	0	#DIV/0!	(50,000)	
Advertising	3,417	3,044	900	338.18%	(2,144)	
Membership & Dues	11,532	13,863	21,500	64.48%	7,637	
Bank Charges	0	39	100	39.00%	61	
Economic Development	25,000	12,500	25,000	50.00%	12,500	
Utilities	11,119	11,068	17,500	63.25%	6,432	
Miscellaneous Expense	1,099	0	2,175	0.00%	2,175	
Allocated A & G	(651,851)	(915,484)	(985,563)	92.89%	(70,079)	
Depreciation Expense	0	53,542	0	#DIV/0!	(53,542)	
Total Expenses	129,501	80,778	(2)		(80,779)	

Port of Port Townsend
Non-Operating
For the Period Ended October 31, 2014

	Actual thru October 30, 2013	Actual thru October 30, 2014	Annual Budget	% Budget Received/Spent 83.3% thru year	Budget Remaining	Remarks
Revenues						
Grants - FAA	29,038	0	25,000	0.00%	25,000	
Contributed Capital	0	0	0	#DIV/0!	0	
Investment Interest	11,356	9,468	15,000	63.12%	5,532	
Operating Tax Levy	737,328	749,182	906,000	82.69%	156,818	
State Forest Revenue	7,876	37,644	20,000	188.22%	(17,644)	
State Timber Excise Tax	35,289	39,096	20,000	195.48%	(19,096)	
Leasehold Excise Tax	5,552	3,518	7,000	50.26%	3,482	
Finance Charges	13,884	16,042	20,000	80.21%	3,958	
Other Non-Operating Revenues	1,500	2,000	0	#DIV/0!	(2,000)	
Cash Over/Short	0	73	0	#DIV/0!	(73)	
Total Non- Operating Revenue	841,824	857,023	1,013,000	84.60%	155,977	
Expenses						
Interest Exp - Local Fund	1,268	554	665	83.35%	111	
Interest Exp - CERB	10,542	8,250	9,625	85.71%	1,375	
Interest Exp - 2005 Rev Ref Bond	87,312	66,732	83,625	79.80%	16,893	
Interest Exp - 2005 LTGO Bond	158,299	149,705	185,560	80.68%	35,855	
Interest Exp - 2006 LTGO Ref Bond	37,674	27,307	36,792	74.22%	9,485	
Interest Exp - 2010 LTGO Bond	167,574	162,216	198,943	81.54%	36,727	
Interest Exp - 2013 REV Bond	8,291	14,795	17,754	83.33%	2,959	
Bond Management Fees	1,124	1,335	1,200	111.25%	(135)	
Investment Fees	199	85	1,000	8.52%	915	
Election Expense	10,194	0	0	#DIV/0!	0	
Total Non- Operating Expenses	482,477	430,980	535,164	80.53%	104,184	
Net Non-Operating Income(Loss)	359,348	426,043	477,836	89.16%	51,793	



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. 053773 through No. 053787, are approved for payment in the amount of \$69,576.87 on this 25th day of November, 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
053783	11/14/2014	BAN001	Bank Of America 941/11/15	11/14/2014	19,260.90	0.00	19,260.90
							Check Entry Number: 001
053784	11/14/2014	PEJ001	Peninsula Credit Union 11/15/14	11/14/2014	650.00	0.00	650.00
							Check Entry Number: 001
053785	11/14/2014	POR001	Auditor's Revolving Fund 11/15/2014	11/14/2014	34,718.70	0.00	34,718.70
							Check Entry Number: 001
053786	11/14/2014	SPE010	James Speer 11/15/2014	11/14/2014	250.00	0.00	250.00
							Check Entry Number: 001
053787	11/14/2014	WA0302	State of Washington DC11/15/14	11/14/2014	1,225.00	0.00	1,225.00
							Check Entry Number: 001
				Report Total:	56,104.60	0.00	56,104.60



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 053788 through No. 053826, are approved for payment in the amount of \$78,632.21 on this 25th day of November, 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
053788	11/25/2014	A+E001	A+ Equipment Rentals, Inc 33451-1	11/5/2014	10.90	0.00	10.90
							Check Entry Number: 001
053789	11/25/2014	BAN005	Bank of America 11/05/2014	11/5/2014	567.66	0.00	567.66
							Check Entry Number: 001
053790	11/25/2014	CAL009	Tony Calvert 11/10/2014	11/10/2014	140.00	0.00	140.00
							Check Entry Number: 001
053791	11/25/2014	CEN030	CenturyLink 11/01/2014	11/1/2014	189.55	0.00	189.55
							Check Entry Number: 001
053792	11/25/2014	CEN035	CenturyLink 11/5/2014	11/5/2014	955.08	0.00	955.08
							Check Entry Number: 001
053793	11/25/2014	CHR030	Christensen Inc. 1282-2	11/1/2014	39,472.20	0.00	39,472.20
							Check Entry Number: 001
053794	11/25/2014	COO050	Cooper Fuel & Auto Repair 091297 091306 091325	11/12/2014 11/13/2014 11/13/2014	1,077.55 216.53 214.50	0.00 0.00 0.00	1,077.55 216.53 214.50
							Check Entry Number: 001
					1,508.58	0.00	1,508.58
							Check 053794 Total:
053795	11/25/2014	DAH030	Dahl's Upholstery 11/10/2014	11/10/2014	487.80	0.00	487.80
							Check Entry Number: 001
053796	11/25/2014	DEL001	Delta Pollution Control, Inc 15875	11/1/2014	1,171.75	0.00	1,171.75
							Check Entry Number: 001
053797	11/25/2014	DOU010	Double D Electric 10771 32793 32957	11/8/2014 10/24/2014 11/11/2014	209.25 398.86 73.43	0.00 0.00 0.00	209.25 398.86 73.43
							Check Entry Number: 001
					681.54	0.00	681.54
							Check 053797 Total:
053798	11/25/2014	EDW060	Steve Edwards 11/12/2014	11/12/2014	100.36	0.00	100.36
							Check Entry Number: 001
053799	11/25/2014	FAM001	Ferguson Enterprises #3007 3143044	11/5/2014	249.74	0.00	249.74
							Check Entry Number: 001
053800	11/25/2014	JEF045	Jefferson County Chamber 1827	11/13/2014	125.00	0.00	125.00
							Check Entry Number: 001
053801	11/25/2014	JOH005	David Johnson 11/2014	11/13/2014	166.70	0.00	166.70
							Check Entry Number: 001
053802	11/25/2014	KHI001	Terry Khile 11/15/2014	11/15/2014	103.25	0.00	103.25
							Check Entry Number: 001
053803	11/25/2014	KHI010	Amy Khile 11/17/2014	11/17/2014	56.55	0.00	56.55
							Check Entry Number: 001
053804	11/25/2014	NOR002	Northwest Marine Trade Assn 87793	11/8/2014	487.50	0.00	487.50
							Check Entry Number: 001
053805	11/25/2014	ODO050	Johnny Odom 11172014	11/17/2014	336.00	0.00	336.00
							Check Entry Number: 001
053806	11/25/2014	PEN030	Peninsula Paint Co. F0109763	11/13/2014	51.43	0.00	51.43
							Check Entry Number: 001
053807	11/25/2014	POR001	Auditor's Revolving Fund 10/07/2014	10/7/2014	61.00	0.00	61.00
							Check Entry Number: 001
053808	11/25/2014	POR007	Port Townsend Honda 6479 6491	11/12/2014 11/13/2014	161.44 10.86	0.00 0.00	161.44 10.86
							Check Entry Number: 001
					172.30	0.00	172.30
							Check 053808 Total:
053809	11/25/2014	PRI001	The Printery 141184	10/27/2014	374.46	0.00	374.46
							Check Entry Number: 001
053810	11/25/2014	PUD001	Pud District #1 11122014	11/12/2014	21.25	0.00	21.25
							Check Entry Number: 001
053811	11/25/2014	PUD005	PUD #1 of Jefferson County 11122014	11/12/2014	13,897.99	0.00	13,897.99
							Check Entry Number: 001
053812	11/25/2014	QUI001	Quill Corporation 73303619 7705768	11/3/2014 11/7/2014	103.99 127.84	0.00 0.00	103.99 127.84
							Check Entry Number: 001
					231.83	0.00	231.83
							Check 053812 Total:
053813	11/25/2014	QUI010	Quimper Mercantile 11152014	11/15/2014	342.06	0.00	342.06
							Check Entry Number: 001
053814	11/25/2014	RED005	Reddaway 5038106638	10/29/2014	97.50	0.00	97.50
							Check Entry Number: 001
053815	11/25/2014	RED050	Red's Electric Motors, Inc 31089	11/12/2014	722.86	0.00	722.86
							Check Entry Number: 001
053816	11/25/2014	REI002	Reid Middleton Co 1411028 1411039	11/11/2014 11/17/2014	9,137.50 2,147.50	0.00 0.00	9,137.50 2,147.50
							Check Entry Number: 001
					11,285.00	0.00	11,285.00
							Check 053816 Total:
053817	11/25/2014	SCH010	Andrew Scherffius 11142014	11/14/2014	22.57	0.00	22.57
							Check Entry Number: 001
053818	11/25/2014	SHO010	Shold Excavating Inc 30186	11/15/2014	384.23	0.00	384.23
							Check Entry Number: 001
053819	11/25/2014	SOU060	Richard Southard 11122014	11/12/2014	127.84	0.00	127.84
							Check Entry Number: 001
053820	11/25/2014	SUN030	SunCruiser Publishing Inc. 4398	11/15/2014	1,650.00	0.00	1,650.00
							Check Entry Number: 001
053821	11/25/2014	VER020	Vernon Publications, LLC INV01644 INV01645	11/11/2014 11/11/2014	1,130.00 405.00	0.00 0.00	1,130.00 405.00
							Check Entry Number: 001
					1,535.00	0.00	1,535.00
							Check 053821 Total:
053822	11/25/2014	WAS003	Washington Public Ports 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
053823	11/25/2014	WAV040	014-760 Wave Broadband	11/7/2014	75.00	0.00	75.00
			10312014	10/31/2014	610.34	0.00	610.34
053824	11/25/2014	WIL002	Shawn E Wiles 11/2014	11/10/2014	69.44	0.00	69.44
053825	11/25/2014	WIM001	Wimactel, Inc 000730368	11/1/2014	59.95	0.00	59.95
053826	11/25/2014	WRI030	Lindsay Wright 11122014	11/12/2014	30.00	0.00	30.00
			Report Total:		<u>78,632.21</u>	<u>0.00</u>	<u>78,632.21</u>



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

Administration: (360) 385-0656

Operations: (360) 385-2355

Fax: (360) 385-3988

ELECTRONIC DEBIT – Union Bank

We, the undersigned, as Commissioners and Auditing Officer of the Port of Port Townsend, in Jefferson County, Washington, do hereby certify under penalty of perjury that the obligation described below is a just and unpaid obligation of the Port of Port Townsend, and that the Electronic Debit from the Port Checking Account held at Union Bank is approved for payment in the amount of \$6,379.45 on this 25th day of November, 2014.



For: Washington State, Department of Revenue
Combined Excise Tax Return – for October, 2014 in the amount of \$6,379.45

Commissioner Stephen R. Tucker

Commissioner Brad A. Clinefelter

Commissioner Pete W. Hanke

Amy Khile, Director of Finance and
Administration

 Electronic Filing – Washington State	E-file Time: 10:38 AM	
My Account Home Account Activity List Server Suggestions Logout		

BOAT HAVEN FUEL DOCK 161-000-044**Confirmation**

Confirmation Number	14333099
Tax Registration Number	161000044
Reporting Period	10/2014
Payment Type	EFT Debit
Date and Time Submitted	11/12/2014 10:38:10 AM
Date of Transfer	11/26/2014
Payment Amount	6,379.45
Person Completing Return	Donna Frary
Person Authorizing Payment	Donna Frary

Your return and payment have been submitted. For easy reference, print this page and retain it with your tax records.

[Return to Account List](#)[Print Confirmation](#)[View Printable Return](#)**Confirmation**

**For Assistance Call:
1-877-345-3353**



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

**October 2014
 Combined Excise Tax Return**

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

State Business and Occupation Section

Taxes

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0004	Service and Other Activities; Gambling Contests of Chance (less than \$50,000 a year)	61,737.05	0.00	61,737.05	0.0150	926.06
0002	Retailing	49,217.09	79.06	49,138.03	0.00471	231.44
		110,954.14	79.06	110,875.08		1,157.50

Deductions

Deduction Code	Tax Classification	Deduction Name	Amount
000205	Retailing	Motor Vehicle Fuel Tax	79.06
			79.06

State Sales and Use Section

Taxes

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0001	Retail Sales	49,217.09	868.56	48,348.53	0.0650	3,142.65
0005	Use Tax	3,592.50	0.00	3,592.50	0.0650	233.51
		52,809.59	868.56	51,941.03		3,376.16

Deductions

Deduction Code	Tax Classification	Deduction Name	Amount
000119	Retail Sales	Motor Vehicle Fuel Sales	868.56
			868.56

Local Sales Section

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0045	1600	JEFFERSON COUNTY	229.96	0.0250	5.75
0045	1601	PORT TOWNSEND	48,118.57	0.0250	1,202.96
			48,348.53		1,208.71

Local Use Section

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0046	1601	PORT TOWNSEND	3,592.50	0.0250	89.81
			3,592.50		89.81

Lodging Section

Transient Rental Income Information

Line Code	Location Code	Location Name	Income
0047	1601	PORT TOWNSEND	22,482.57
			22,482.57

Special Hotel/Motel Tax

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0070	1601	PORT TOWNSEND	22,482.57	0.0200	449.65
			22,482.57		449.65

Public Utilities Section

Taxes

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0060	Water Distribution	515.30	0.00	515.30	0.05029	25.91
0013	Other Public Service Business	3,723.03	0.00	3,723.03	0.01926	71.71
		4,238.33	0.00	4,238.33		97.62

Summary Section

	Amount
State Business and Occupation Tax Total	1,157.50
State Sales and Use Tax Total	3,376.16
Local and Regional Tax Total	1,298.52
Lodging Tax Total	449.65
Public Utilities Tax Total	97.62
E911 Tax Total	0.00
Other Tax Total	0.00
SubTotal	6,379.45
Less Total Credits	0.00
Total	6,379.45
Amount Paid	6,379.45
Balance	0.00

Additional Information

Confirmation Number	14333099	Date Printed	11/12/2014
Date and Time Submitted	11/12/2014 10:38:10 AM	Tax Registration Number	161-000-044
Payment Type	EFT Debit	Person Completing Return	Donna Frary
Total Amount Paid	6,379.45	Phone Number	(360)379-5217
Date To Transfer Payment	11/26/2014	E-Mail Address	donna@portoft.com
Person Authorizing Payment	Donna Frary		

**This is a copy for your records.
Please DO NOT MAIL a copy to the Department of Revenue.**
