



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  
2<sup>nd</sup> Monthly Meeting Agenda – Special Meeting  
Monday, December 22, 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 – December 8, 2014.....1-2
  - Approval of Special Meeting Minutes – December 17, 2014.....3
  - B. Approval of Warrants
- IV. Public Comments (not related to Agenda)
- V. Second Reading (Action Items)
- VI. First Reading (discussion only)
  - A. Lease Request from Mr. Todd Flye.....4-6
  - B. 2015 Commission Meeting Dates.....7
- VII. Potential Immediate Action Items (unanimous Commission approval required)
  - A. Lease Extension for Pygmy Boats.....8
  - B. Lease Extension for Commander’s Beach House.....9
  - C. Lease for Admiral Ship Supply.....10
- VIII. Staff Comments
- IX. Public Comments
- X. Commissioner Comments
- XI. **Next Meeting/Public Workshop: Wednesday, January 14, 2015. 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 SPECIAL MEETING– December 8, 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 – McCarthy  
Minutes – Nelson

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

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

**II. APPROVAL OF AGENDA:**

Mr. Crockett pulled from VII - Potential Immediate Action, Item A – CERB Authorizing Resolution No. 623-14. This item was moved to XII - Executive Session, pursuant to RCW 42.30.110 (c).

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

**Commissioner Hanke seconded the motion.**

**Motion carried by unanimous vote.**

**III. CONSENT AGENDA:**

A. Approval of Meeting Minutes – November 25, 2014

B. Operations Reports – November 2014

C. Approval of Warrants

Warrant #053827 through #053847 in the amount of \$126,431.63 for Payroll & Benefits

Warrant #053848 through #053902 in the amount of \$129,717.24 for Accounts Payable

**Commissioner Tucker moved to approve the Consent Agenda as presented.**

**Commissioner Clinefelter seconded the motion.**

**Motion carried by unanimous vote.**

**IV. PUBLIC COMMENTS (Not related to agenda) (1:33):**

Jim Heumann commented on Mr. Crockett's "Note from the Director" on the Port's website.

Bertram Levy commented on snow on the docks and the marina survey.

George Yount expressed his concerns in the budget on debt service and cash flow.

Ron Hayes suggested establishing a "sinking fund", charging Port patrons a fee solely for this fund, for emergencies.

**V. SECOND READING:**

**A. Point Hudson Breakwater Update (12:26):**

Mr. Crockett reported that staff met with Coast & Harbor Engineers (C&H) on Friday for the latest briefing. He explained C&H would provide a presentation at the December 22, 2014 9:30 AM Public Workshop. He said when design is complete; it should be in permitting in January. Mr. Crockett also informed the commission that the Army Corps as well as the City might require the walkway, which would add a large expense to the project.

**VI. FIRST READING:**

**A. Commission/Senior Staff Retreat (17:01):**

Mr. Crockett stated that Commissioner Hanke has expressed his desire to hold a retreat. Mr. Crockett wanted to find out if all commissioners were interested, and if so, to think about how many retreats to hold, whether or not to have a facilitator, what topics to discuss and a venue to hold the retreat. He said one item to include for discussion might be the Strategic Plan and whether to create a new one, tweak the current one, or re-adopt the plan. Mr. Crockett referred to his message in the budget where he discussed the costs of maintaining facilities. The subjects of whether to improve or get rid of certain facilities, whether to build new infrastructure should also be a topic at the retreat. Commissioner Clinefelter wants to focus on establishing an advisory committee, which he believes should have been formed by now.

Mr. Crockett received permission from the commission to move forward with planning an off-site retreat.

VII. POTENTIAL IMMEDIATE ACTION ITEMS:

A. CERB Authorizing Resolution:

*Moved to Executive Session*

VIII. STAFF COMMENTS (24:41):

Ms. Khile is in the process of finalizing with financial advisor, Scott Bauer, a plan to meet on the refunding of outstanding debts. Mr. Bauer will make a presentation to the commission and staff in the near future. Mr. Crockett would like to see Cynthia Weed, our bonding attorney, to also attend and discuss refinancing options and various funding available to port districts.

Mr. Pivarnik informed that the AWOS equipment was delivered this week and is waiting installation. He added it should be functioning by mid-January.

Mr. Crockett talked about the WPPA Annual meeting staff and the commissioners would be attending, beginning tomorrow. He added he would attend the Marina Committee meeting on Wednesday. He also informed that he sent a public comment to Dept. of Natural Resources last week on DNR's draft Aquatic Conservation Plan. He explained there are great impacts on state tidelands in the plan. Since the Port has Port Management Plans (PMAs) with DNR, the question looms on whether our properties would be impacted. Mr. Crockett stated he is concerned that there is no Economic Impact Statement included in the Plan. The plan calls for no concrete docks, new shading rules, no more hard-armoring, etc.

IX. PUBLIC COMMENTS (31:13):

Richard Zade, "representing the scuba diving community", explained he traveled from Tacoma to get an update on the Point Hudson breakwater. His concern is to protect the marine life there. He explained removing the rocks would destroy seventy years of a great marine habitat.

Karen Fletcher, also a diver, discussed the different and rare kinds of marine life, including two endangered species spotted near the breakwater.

X. COMMISSIONER COMMENTS (39:36):

Commissioner Tucker discussed the annual Marine Resources Committee (MRC) conference he attended Friday and Saturday, which included MRC members from all over the Puget Sound region. They discussed the rain garden projects, the volunteer no-anchor buoys, eelgrass degradation, among other things.

XI. NEXT MEETING/PUBLIC WORKSHOP: Next Special Meeting to be held MONDAY, December 22, 2014 at 1:00 PM, with the Public Workshop preceding at 9:30 AM in the Port Commission Building, 333 Benedict St, Port Townsend.

XII. EXECUTIVE SESSION:

The regular session recessed into Executive Session, at 1:41 PM to discuss potential sale of Real Estate, duration of fifteen minutes with no action, pursuant to RCW 42.30.110(c). The Executive Session was delayed until 1:46 PM until the public left the building.

At 1:52 PM, Ms. Nelson checked outside for any public waiting for the reconvening of the regular meeting. Finding no one, the Executive Session was extended another few minutes. At 1:54 PM, Ms. Nelson went outside and told three bystanders the meeting was reconvening if they would like to attend.

XIII. RECONVENING/ADJOURNMENT OF REGULAR MEETING:

The meeting reconvened at 1:54 PM. The commission and staff discussed the prevailing wage set for Jefferson County by Department of Labor & Industries, and how it is set the same as King County's wages. Whereas, Clallam County has its own set wage, which is much lower. The commission would like to press for a change in Jefferson County's prevailing wage with state representatives.

Having no further business to come before the commission, the meeting adjourned at 1:57 PM.

ATTEST:

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

\_\_\_\_\_  
Peter W. Hanke, Secretary

\_\_\_\_\_  
Brad A. Clinefelter, Vice President

**PORT COMMISSION SPECIAL MEETING-- December 17, 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

Amy Strzalka and Abigail Berg from the Washington State Auditor's Office described the audit scope and procedures.

NEXT MEETING/PUBLIC WORKSHOP: Next special meeting will be held Monday, December 22, 2014 at 1:00 PM, with the workshop at 9:30 AM, in the Commission Building, 333 Benedict Street, Port Townsend, WA.

ADJOURNMENT:

The Special Meeting adjourned at 10:20 AM with no further business to come before the commission.

ATTEST:

\_\_\_\_\_  
Peter W. Hanke, Secretary

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

\_\_\_\_\_  
Brad A. Clinefelter, Vice President

## PORT OF PORT TOWNSEND

**MEETING OF:** December 22, 2014

**AGENDA ITEM:** VI. First Reading  
A. Lease Request from Mr. Todd Flye

### **BACKGROUND:**

Commission and staff have received a letter from Mr. Flye requesting to rent an area of the boatyard where there is presently portable shelter (see attached photo). This shelter has been there for some time and was most recently used by Day Boats. Mr. Day is still the owner of the shelter and since joining the Shipwrights Co-op has expressed a desire to sell the shelter. You may remember that Mr. Day's lease was split five months ago when Scow Bay Boats purchased the metal building from Mr. Day. Scow Bay Boats at that time had no desire to own the shelter.

Mr. Flye is requesting a five-year lease with a five-year option that would in essence tie our hands of any future development of that area. Commissions in that past have questioned setting up businesses in a portable shelter and so I have asked Mr. Flye to express his desires in a letter to the Commission requesting this lease.

Staff has quite a few concerns about leasing this area on a long-term basis. Land rates are set to reflect a substantial permanent structure on leased land and rates for temporary buildings are much higher.

### **Executive Director's Recommendation:**

For discussion and direction.





W Sims Way

Port Of Port Townsend

Port Townsend Shipwrights Co-Op

2014 Google

Imagery Date: 7/6/2013

48°08'28.41" N 122°48'43.78" W elev 51 ft eye alt 582 ft

Google Earth

San Juan Ave

Jefferson

RECEIVED

DEC 03 2014

Port of Port Townsend  
Administration Office

4601 Jackman Street  
Port Townsend WA 98368  
(360) 390-8771  
Email: ontheflyept@gmail.com

Larry Crockett  
P. O. Box 1180  
Port Townsend WA 98368

Subject: Lease of Port Property

For the past twenty five years, I have been working in the field of composite and fiberglass construction, first in Alaska and then signed on with Galkmukoff Marine in 1998 and continued on when this company became Goldstar Marine. Two years ago, I formed my own company and have been kept very busy working in my field, with many customers and contacts.


Since I have been on my own I have contracted with Galmukoff Marine, Goldstar Marine, Shipwrights Co-op, PT Rigging, Mort Systems and with many private boat owners.

One large concern I have is containment of dust. It would also be nice to be out of the weather. For these reasons, I am interested in purchasing a satellite shelter belonging to Arren Day. His facility is erected on Port property and has been there for many years. It is an excellent location and for this reason I am considering purchasing the satellite shelter and lease the site from the Port.

I already comply with all Federal, State and Port regulations. I have chosen to be a part of the Port community and wish to have a five year lease with an option for an additional five years specifically in this location.

I look forward to discussing this opportunity with you.

Sincerely yours,

  
Todd Flye

cc: Stephen R. Tucker  
Brad Clinefelter  
Peter Hanke  
Jim Pivarnik



## PORT OF PORT TOWNSEND

**MEETING OF:** December 22, 2014

**AGENDA ITEM:** VI. First Reading  
B. 2015 Commission Meeting Dates

### BACKGROUND:

Staff would like to avoid rescheduling 2015 commission meetings that conflict with holidays and conferences, which necessitates the change from "commission regular meetings" to "commission special meetings". Below are meeting dates staff would like to change ahead of time for the year 2015:

- May 13 Conflicts with WPPA Spring Meeting (May 13-15)  
*Reschedule to Mon or Tues, May 11 or 12?*
- July 8 WPPA Port Director's Seminar is July 9-10, where the Director leaves for the seminar on the 8<sup>th</sup>  
*Reschedule to Mon or Tues, July 6 or 7?*
- Nov 11, 2015 Veteran's Day  
*Reschedule to Mon or Tues, Nov 9 or 10?*
- Nov 25, 2014 Off Nov 26 & 27 for Thanksgiving  
*Reschedule to Tues, Nov 24? (agendas out Mon 11/23\*)*
- Dec 23 Off Dec 24 & 25 for Christmas  
*Reschedule to Mon or Tues, Dec 21 or 22?*

\*Agenda packets wouldn't be able to be composed until Mon Nov 23 as WPPA Annual Meeting week prior.

### Executive Director's Recommendation:

For discussion and direction as appropriate.



**PORT OF PORT TOWNSEND**

**MEETING OF:** December 22, 2014

**AGENDA ITEM:** VII Potential Immediate Action  
A. Lease Extension for Pygmy Boats

**BACKGROUND:**

Pygmy Boats has been a tenant at Point Hudson for close to 20 years. Their lease has recently expired and they are requesting a lease extension. Because of all of the changes over the last 15 years to our boilerplate lease, staff has proposed to Pygmy that we draft a new lease using our new format. I have distributed to you a draft lease for Pygmy Boat that would be for 5 years with an option to renew for an additional 5 years.

The rate for this lease would be \$1150 per month with the normal escalation clauses that we have had in place for years.

**Executive Director's Recommendation:**

Authorize Executive Director to approve a lease renewal for Pygmy Boats for an additional 10 years.

**PORT OF PORT TOWNSEND**

**MEETING OF:** December 22, 2014

**AGENDA ITEM:** VII Potential Immediate Action  
B. Lease Extension for Commander's Beach House

**BACKGROUND:**

The Commander's Beach House has been a tenant at Point Hudson for over 17 years. Their lease has recently expired and they are requesting a lease extension. Because of all of the changes over the last 15 years to our boilerplate lease, staff has proposed to The Commander's Beach House owners that we draft a new lease using our new format. I have distributed to you a draft lease for The Beach House that would be for 5 years with an option to renew for an additional 5 years.

The rate for this lease would be \$1894.33 per month with the normal escalation clauses.

**Executive Director's Recommendation:**

Authorize Executive Director to approve a lease renewal for The Commander's Beach House for an additional 10 years.

## PORT OF PORT TOWNSEND

**MEETING OF:** December 22, 2014

**AGENDA ITEM:** VII Potential Immediate Action  
C. Lease for Admiral Ship Supply

### **BACKGROUND:**

David Carruthers has recently negotiated a sale of his business, Admiral Ship Supply with Mr. Robert Frank. The new owner is a local resident and former employee of Admiral Ship Supply. They are presently working out financing details with the bank and the bank needs to make sure that Mr. Frank has a lease that will be at least 15 years in length (the length of the note) to approve the financing.

We have provided the Commission with a draft 10-year lease with a five-year option. Mr. Frank intends to make few changes to the chandlery except for adding additional product.

The rate for this lease would be \$1500.00 per month with the normal escalation clauses.

### **Executive Director's Recommendation:**

Authorize Executive Director to approve a lease with Admiral Ship Supply for 10 years with a 5-year option.



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## WARRANT APPROVAL

We, the undersigned, as Commissioners and Auditing Officer of the Port of Port Townsend, in Jefferson County, Washington, do hereby certify under penalty of perjury that the materials have been furnished, the labor performed and the services provided, as described herein, and that the claims are just and unpaid obligations of the Port of Port Townsend, and that these claims, in Warrant No. 053903 through No. 053916, are approved for payment in the amount of \$66,628.12 on this 22nd day of December, 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	
053912	12/16/2014	BAN001	Bank Of America 12/15/2014	12/15/2014	17,353.90	0.00	17,353.90	Check Entry Number: 001
053913	12/16/2014	PEJ001	Peninsula Credit Union 12/15/2014	12/15/2014	650.00	0.00	650.00	Check Entry Number: 001
053914	12/16/2014	POR001	Auditor's Revolving Fund 12/15/2014	12/15/2014	33,826.37	0.00	33,826.37	Check Entry Number: 001
053915	12/16/2014	SPE010	James Speer 12/15/2014	12/15/2014	250.00	0.00	250.00	Check Entry Number: 001
053916	12/16/2014	WA0302	State of Washington DC12/15/14	12/15/2014	1,225.00	0.00	1,225.00	Check Entry Number: 001
					<b>Report Total:</b>			
					<u>53,305.27</u>	<u>0.00</u>	<u>53,305.27</u>	





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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	
053917	12/22/2014	BAN005	Bank of America 12/05/2014	12/5/2014	760.17	0.00	760.17	Check Entry Number: 001
053918	12/22/2014	CEN030	CenturyLink 120121014	12/1/2014	220.00	0.00	220.00	Check Entry Number: 001
053919	12/22/2014	CEN035	CenturyLink 12/08/2014	12/8/2014	987.68	0.00	987.68	Check Entry Number: 001
053920	12/22/2014	COO050	Cooper Fuel & Auto Repair 095405 095408 095415	12/10/2014 12/10/2014 12/6/2014	1,231.19 764.90 631.77	0.00 0.00 0.00	1,231.19 764.90 631.77	Check Entry Number: 001
			Check 053920 Total:		2,627.86	0.00	2,627.86	
053921	12/22/2014	DOU010	Double D Electric 33120	12/9/2014	34.28	0.00	34.28	Check Entry Number: 001
053922	12/22/2014	EDE005	Edensaw Woods, LTD 00278491-0	12/15/2014	52.84	0.00	52.84	Check Entry Number: 001
053923	12/22/2014	FER001	Ferrellgas 1084682503 1084898941	11/7/2014 11/19/2014	331.51 205.98	0.00 0.00	331.51 205.98	Check Entry Number: 001
			Check 053923 Total:		537.49	0.00	537.49	
053924	12/22/2014	FER030	Kristian Ferrero 12042014	12/4/2014	195.00	0.00	195.00	Check Entry Number: 001
053925	12/22/2014	HAN001	Hanson Electric 114103-3	12/12/2014	272.50	0.00	272.50	Check Entry Number: 001
053926	12/22/2014	MAS020	Mascott Equipment 321834	12/3/2014	430.64	0.00	430.64	Check Entry Number: 001
053927	12/22/2014	NWM010	NW Management Consulting, Inc. 165-3-1	12/13/2014	1,896.00	0.00	1,896.00	Check Entry Number: 001
053928	12/22/2014	OLE030	Sean O'Leary 12112014	12/11/2014	13.00	0.00	13.00	Check Entry Number: 001
053929	12/22/2014	PEN030	Peninsula Paint Co. F0110232 F0110261	12/4/2014 12/5/2014	56.87 52.93	0.00 0.00	56.87 52.93	Check Entry Number: 001
			Check 053929 Total:		109.80	0.00	109.80	
053930	12/22/2014	PIT001	Pitney Bowes Global Fin, Svcs. 7064967-DC 8371783-DC	12/13/2014 12/13/2014	60.42 418.92	0.00 0.00	60.42 418.92	Check Entry Number: 001
			Check 053930 Total:		479.34	0.00	479.34	
053931	12/22/2014	POR005	Port Townsend Leader 77680.2	11/26/2014	252.00	0.00	252.00	Check Entry Number: 001
053932	12/22/2014	POR025	Port Townsend Muffler & Fab. 10596	12/5/2014	292.29	0.00	292.29	Check Entry Number: 001
053933	12/22/2014	POR050	Port Townsend Shipwrights 12052014	12/5/2014	1,000.00	0.00	1,000.00	Check Entry Number: 001
053934	12/22/2014	PUD001	Pud District #1 12102014	12/10/2014	21.25	0.00	21.25	Check Entry Number: 001
053935	12/22/2014	PUD005	PUD #1 of Jefferson County 12032014	12/3/2014	14.18	0.00	14.18	Check Entry Number: 001
053936	12/22/2014	PUG030	Puget Sound Data Systems 23218 23241	11/21/2014 12/8/2014	2,201.06 1,510.01	0.00 0.00	2,201.06 1,510.01	Check Entry Number: 001
			Check 053936 Total:		3,711.07	0.00	3,711.07	
053937	12/22/2014	QUI001	Quill Corporation 8492036 8537330	12/8/2014 12/8/2014	18.52 49.09	0.00 0.00	18.52 49.09	Check Entry Number: 001
			Check 053937 Total:		67.61	0.00	67.61	
053938	12/22/2014	SAF001	Safeway, Inc. 11222014	11/22/2014	1,334.04	0.00	1,334.04	Check Entry Number: 001
053939	12/22/2014	SHA030	Charlie Shaw 12132014	12/13/2014	130.42	0.00	130.42	Check Entry Number: 001
053940	12/22/2014	SKO000	Skookum Contract Services 9015307	12/10/2014	6,606.08	0.00	6,606.08	Check Entry Number: 001
053941	12/22/2014	SOU055	Sound Publishing, Inc 685198	11/30/2014	145.50	0.00	145.50	Check Entry Number: 001
053942	12/22/2014	SPE001	SOS Printing 50528 50544 50579	11/28/2014 12/3/2014 12/10/2014	601.10 300.55 50.41	0.00 0.00 0.00	601.10 300.55 50.41	Check Entry Number: 001
			Check 053942 Total:		952.06	0.00	952.06	
053943	12/22/2014	SPI050	Mary Ellen Spinar 11192014	11/19/2014	11.89	0.00	11.89	Check Entry Number: 001
053944	12/22/2014	WA1901	State of Washington L106166	12/11/2014	1,755.60	0.00	1,755.60	Check Entry Number: 001
053945	12/22/2014	WAV040	Wave Broadband 12012014	12/1/2014	619.07	0.00	619.07	Check Entry Number: 001
053946	12/22/2014	WHI070	Morris Whitney 11202014	11/20/2014	174.18	0.00	174.18	Check Entry Number: 001
053947	12/22/2014	WIM001	Wimactel, Inc 000731288	12/1/2014	59.95	0.00	59.95	Check Entry Number: 001
			Report Total:		25,763.79	0.00	25,763.79	



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## WARRANT APPROVAL

We, the undersigned, as Commissioners and Auditing Officer of the Port of Port Townsend, in Jefferson County, Washington, do hereby certify under penalty of perjury that the 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. 053885 in the amount of \$2,453.06, is declared void on this on this 22nd day of December, 2014.

For: **Accounts Payable**

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

\_\_\_\_\_  
Commissioner Brad A. Clinefelter

\_\_\_\_\_  
Commissioner Pete W. Hanke

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



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### **ELECTRONIC DEBIT – Union Bank**

We, the undersigned, as Commissioners and Auditing Officer of the Port of Port Townsend, in Jefferson County, Washington, do hereby certify under penalty of perjury that the obligation described below is a just and unpaid obligation of the Port of Port Townsend, and that the Electronic Debit from the Port Checking Account held at Union Bank is approved for payment in the amount of \$3,918.16 on this 22nd day of December, 2014.

For: Washington State, Department of Revenue  
Combined Excise Tax Return – for November, 2014 in the amount of  
\$3,918.16

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

\_\_\_\_\_  
Commissioner Brad A. Clinefelter

\_\_\_\_\_  
Commissioner Pete W. Hanke

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

 <span style="font-size: 1.2em; font-weight: bold;">file</span> Electronic Filing – Washington State	<b>E-file Time: 11:42 AM</b> <a href="#">help?</a>
<a href="#">My Account Home</a> <a href="#">Account Activity</a> <a href="#">List Server</a> <a href="#">Suggestions</a> <a href="#">Logout</a>	

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

**Confirmation**

Confirmation Number	14480584
Tax Registration Number	161000044
Reporting Period	11/2014
Payment Type	EFT Debit
Date and Time Submitted	12/12/2014 11:41:32 AM
Date of Transfer	12/29/2014
Payment Amount	3,918.16
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

**November 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)	43,109.58	0.00	43,109.58	0.0150	646.64
0002	Retailing	31,414.55	57.36	31,357.19	0.00471	147.69
		<b>74,524.13</b>	<b>57.36</b>	<b>74,466.77</b>		<b>794.33</b>

**Deductions**

Deduction Code	Tax Classification	Deduction Name	Amount
000205	Retailing	Motor Vehicle Fuel Tax	57.36
			<b>57.36</b>

**State Sales and Use Section**

**Taxes**

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0001	Retail Sales	31,414.55	591.15	30,823.40	0.0650	2,003.52
0005	Use Tax	97.50	0.00	97.50	0.0650	6.34
		<b>31,512.05</b>	<b>591.15</b>	<b>30,920.90</b>		<b>2,009.86</b>

**Deductions**

Deduction Code	Tax Classification	Deduction Name	Amount
000119	Retail Sales	Motor Vehicle Fuel Sales	591.15
			<b>591.15</b>

**Local Sales Section**

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0045	1600	JEFFERSON COUNTY	1,069.57	0.0250	26.74
0045	1601	PORT TOWNSEND	29,753.83	0.0250	743.85
			<b>30,823.40</b>		<b>770.59</b>

**Local Use Section**

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0046	1601	PORT TOWNSEND	97.50	0.0250	2.44
			97.50		2.44

**Lodging Section**

**Transient Rental Income Information**

Line Code	Location Code	Location Name	Income
0047	1601	PORT TOWNSEND	12,833.03
			12,833.03

**Special Hotel/Motel Tax**

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0070	1601	PORT TOWNSEND	12,833.03	0.0200	256.66
			12,833.03		256.66

**Public Utilities Section**

**Taxes**

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0060	Water Distribution	381.16	0.00	381.16	0.05029	19.17
0013	Other Public Service Business	3,380.65	0.00	3,380.65	0.01926	65.11
		3,761.81	0.00	3,761.81		84.28

**Summary Section**

	Amount
State Business and Occupation Tax Total	794.33
State Sales and Use Tax Total	2,009.86
Local and Regional Tax Total	773.03
Lodging Tax Total	256.66
Public Utilities Tax Total	84.28
E911 Tax Total	0.00
Other Tax Total	0.00
<b>SubTotal</b>	<b>3,918.16</b>
Less Total Credits	0.00
<b>Total</b>	<b>3,918.16</b>
<b>Amount Paid</b>	<b>3,918.16</b>
<b>Balance</b>	<b>0.00</b>

**Additional Information**

Confirmation Number	14480584	Date Printed	12/12/2014
Date and Time Submitted	12/12/2014 11:41:32 AM	Tax Registration Number	161-000-044
Payment Type	EFT Debit	Person Completing Return	Donna Frary
Total Amount Paid	3,918.16	Phone Number	(360)379-5217
Date To Transfer Payment	12/29/2014	E-Mail Address	donna@portoftpt.com
Person Authorizing Payment	Donna Frary		

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