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**Port of Port Townsend
1st Monthly Regular Meeting Agenda
Monday, May 11, 2015, 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 – April 22, 2015.....1-3
 - Approval of Workshop Minutes – April 22, 2015.....4-5
 - B. Operations Reports – April 2015.....6-8
 - C. Approval of Warrants
- IV. Public Comments (not related to Agenda)
- V. Second Reading (Action Items)
 - A. Port Townsend Shipwrights Lease.....9
- VI. First Reading (discussion only)
 - A. Jefferson County International Airport - Engineer RFQ.....10
 - B. Commission Building - Use Policy.....11
 - C. March 2015 Financials.....12-33
- VII. Potential Immediate Action Items (unanimous Commission approval required)
- VIII. Staff Comments
- IX. Public Comments
- X. Commissioner Comments
- XI. **Next Meeting:** Wednesday, May 27, 2015 at 5:30 PM in the Port Commission Building, 333 Benedict Street, Port Townsend, WA.
- XII. Executive Session
 - A. Real Estate, pursuant to RCW 42.30.110 (c)
- XIII. Adjournment

PORT COMMISSION MEETING– April 22, 2015

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 5:30 PM.

II. APPROVAL OF AGENDA:

Commission Tucker proposed one additional item to the agenda: VIII-Potential Immediate Action, A-Location for Jefferson Energy Lunch Meetings.

Commissioner Tucker moved to approve the Agenda as amended.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA (1:10):

A. Approval of Meeting Minutes – April 8, 2015

B. Approval of Warrants

Warrant #054413 through #054424 in the amount of \$49,978.70 for Payroll & Benefits

Electronic Payment in the amount of \$19,301.91 for Payroll & Benefits

Warrant #054425 through #054471 in the amount of \$165,909.88 for Accounts Payable

Commissioner Hanke 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) (1:22):

Bertram Levy commented on the Electric Vehicle (EV) charging stations and expressed his concern over the loss of one parking space by the Port Administration Building and his belief that the Commission should make this decision.

V. RECESS TO A MEETING OF THE INDUSTRIAL DEVELOPMENT CORPORATION OF THE PORT OF PORT TOWNSEND:

The regular meeting recessed into the annual Industrial Development Corporation meeting at 5:34 PM and reconvened at 5:38 PM.

VI. SECOND READING (Action Items):

A. Resolution No. 625-15 – Authorizing Issuance & Sale of up to \$4,500,000 for the Purpose of Refunding Certain Outstanding Bonds (8:17)

Ms. Khile explained the purpose of this resolution is to authorize the Executive Director and Finance Director as signors on the bond documents when ready. The bond sale takes place May 11, 2015 and the closing on May 21, 2015. She added this is the refunding of the 2005 LTGO, which will save the Port \$250K over the next ten years. Payoff date is 2025.

Commissioner Tucker moved to adopt Resolution No. 625-15 as presented.

Commissioner Hanke seconded the motion.

Motion carried by unanimous vote.

B. Dock and Wharf Rental Policy (11:36):

Mr. Crockett explained that staff has received calls for possible rental of Union Wharf for weddings. He reminded that since the RCO funded construction of the dock, it must be accessible to the public at all times.

Mr. Pivarnik discussed the proposed policy and explained the \$300 rental fee, which he based on the City's previous rental rates. He added that staff really does not want to promote events there since there are many cruise ship landings scheduled and there would not be room for both to take place at the same time.

Commissioner Hanke moved to approve the Dock & Wharf Rental Policy as presented.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

VI. FIRST READING (Discussion Only):

A. Port Townsend Shipwrights Co-op Lease (16:40):

Mr. Crockett discussed the two draft leases distributed to the Commission earlier. He explained Port Attorney Klose and the Shipwrights' attorney, Malcolm Harris, have changes they are suggesting to the draft, so a new draft is to come.

David King, CFO and Managing Partner of Townsend Bay Marine (TBM) explained the schedule of the sale of TBM - signing off on the contingency around the first of June, and then 30-60 days until the closing.

Mr. Crockett added the draft leases might not be available until the second commission meeting in May or the first one in June.

Mr. Pivarnik asked the Commission to pay close attention to the formula in the lease. He explained the lease rate is below market, but phased-in rent increases would eventually bring it to market rate.

Commissioner Clinefelter asked if the main lease predicates the separate land lease and if that piece of land was ever ballasted.

Chris Brignoli, Shipwrights Co-op member, explained the 8000 square foot land lease is necessary so they can control the positioning of boats stored there. He added they need control of the west lot in order to control building access.

Mr. Pivarnik discussed the Co-op and the Port's collaboration on obtaining an environmental assessment, which is a critical piece in the lease approval.

David Griswold, Shipwrights Co-op member explained the loan would not be approved until a lease is finalized with the Port. The Co-op does not want the lease held up while waiting for the environmental assessment.

VII. POTENTIAL IMMEDIATE ACTION ITEMS):

A. Location for Jefferson Energy Lunch Meetings (30:23):

Commissioner Tucker explained the Port has been a co-sponsor of the Energy Lunch meetings for some time. He informed that the group is losing their meeting location since the PT Community Center will instead be hosting senior lunches the same third Tuesday of each month. Commissioner Tucker explained that the Port Townsend Yacht Club lease stipulates that the Port may use the Yacht Club at no cost up to twelve times per year. He stated the Port currently contributes \$1000 cash per year to the Energy Lunch program, but instead he proposes that the Port donates the use of the Yacht Club for the remainder of the year in lieu of the cash donation.

Commissioner Tucker moved to allow the Location for the Jefferson Energy Lunch Meetings to be placed under Immediate Action.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

Commissioner Tucker moved to donate the use of the PT Yacht Club to the Jefferson Energy Lunch program on the third Thursday of each month throughout 2015 in lieu of the cash contribution.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

VIII. STAFF COMMENTS (36:10):

Ms. Khile reported she is finalizing the annual report for the State Auditor and it should be completed by the end of this month, and that she would have the first quarter financials of 2015 ready by the next meeting.

Mr. Pivarnik reported he hopes to have a finalized new draft of the New Day Fisheries lease by the May 11, 2015 meeting.

Mr. Crockett informed he met earlier with Al Cairns and together they worked on the Jefferson County Natural Hazards Mitigation Plan update. He then added that Jefferson County requires a resolution for this update, which he would bring to the next meeting. Next, he announced he would be attending the JPREP (Jefferson Co.-Port Townsend Emergency Preparedness Network) Quarterly Planning Meeting on Friday and the NODC (North Olympic Development Council) meeting in Sequim on Thursday.

Last, Mr. Crockett reported the Airport Engineering Services RFQs are due to the Port next Thursday (April 30).

IX. PUBLIC COMMENTS (39:48):

Bertram Levy asked a question on the Bond refunding.

X. COMMISSIONER COMMENTS (40:48):

Commissioner Hanke visited the Port of Edmonds recently where they discussed how the Port uses oyster shells for filtration and that they still cannot keep the zinc out of the water.

Commissioner Tucker announced he attended the Jefferson Energy Lunch meeting yesterday where the discussion was on using hydrogen as a potential motor fuel.

XI. NEXT MEETING: Next regular meeting will be held MONDAY, May 11, 2015 at 1:00 PM in the Port Commission Building, 333 Benedict St, Port Townsend.

XII. EXECUTIVE SESSION:

None

XIII. ADJOURNMENT:

The meeting adjourned at 6:15 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 COMMISSION PUBLIC WORKSHOP – April 22, 2015

The Port of Port Townsend Commission met for the Public Workshop session in the Commission Building, 333 Benedict Street, Port Townsend, WA.

Present: Commissioners Tucker, Clinefelter and Hanke
Executive Director Crockett
Deputy Director – Pivarnik
Finance Director/Auditor – Khile
Planning Analyst - Toews
Minutes Nelson

Guest Speakers: David Goldsmith, Retreat Moderator

I. CALL TO ORDER:

The Workshop was called to order at 3:00PM.

II. AGENDA:

Refer to attached Workshop agenda for items discussed.

III. ADJOURNMENT:

The Workshop adjourned at 3:48 PM.

ATTEST:

Stephen R. Tucker, President

Peter W. Hanke, Secretary

Brad A. Clinefelter, Vice President

**Port of Port Townsend Public Workshop
Wednesday, April 22, 2015, 3:00 PM
Commission Building
333 Benedict Street
Port Townsend, WA**

AGENDA

Commission Retreat

- Review the results of our first retreat and discuss the agenda for a second session. Also set a date and location for the session.

Note: This is a Public Port Commission Workshop. Workshops are for information sharing only and no decisions will be made during the session. Public input may be taken at the Commissions' discretion.

BOATHAVEN OPERATIONS REPORT/MOORAGE

MONTH: APRIL 2015

DATE: 5/7/2015

MONTHLY PERMS: 356

MONTHLY GUESTS: 25

# OF SLIPS BY SIZE	OCCUPIED	empty	% occ.
25' 35	34	1	97%
27' 11	11	0	100%
30' 105	104	2	99%
35' 24	23	1	96%
40' 44	42	2	95%
45' 41	40	1	98%
50' 32	31	1	97%
OVER 52' 7	7	0	100%
TOTAL: 299	292	7	AVG: 98%

LINEAR SPACE/FT	OCCUPIED	% OCCUPIED
LIMITED ACC. 1455	1440	99%
TOTAL: 3806	3656	AVG: 99%

	CURR	PREV MO	YTD
NIGHTLY GUESTS:	249	271	840
CREDIT SYSTEM:	29	23	101
TEMP TIE UP:	6	6	12
FREE NIGHTS:	0	0	3
PTYC:	13	8	30
RAMP/DAILY:	32	53	151
RAMP/ANNUAL:	46	49	218
RAMP NOT PAID:	START 3-1-15		4

WAIT LISTS	
25' PLEA:	12
27' PLEA:	0
30' PLEA:	40
35' PLEA:	34
40' PLEA:	40
45' PLEA:	24
50' PLEA:	18
OVER 52':	8
OVERWID	0
30' COMM.	0
40' COMM.	0
50' COMM:	1

TOTAL OCCUPANCY %: 97%

Port of Port Townsend

POINT HUDSON MARINA & RV PARK

MONTHLY OCCUPANCY REPORT

2015

& 5 YEAR COMPARISON

MARINA NIGHTLY GUEST NIGHTS

	2011		2012		2013		2014		2015		
	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	
JAN	32	32	28	28	58	58	53	53	83	83	JAN
FEB	77	109	96	124	80	138	57	110	104	187	FEB
MAR	178	287	73	197	95	233	77	187	101	288	MAR
APRIL	180	467	240	437	159	392	209	396	163	451	APRIL
MAY	618	1085	541	978	605	997	585	981			MAY
JUNE	582	1667	749	1727	606	1603	520	1501			JUNE
JULY	1079	2746	1035	2762	1089	2692	993	2494			JULY
AUG	1131	3877	1178	3940	1188	3880	996	3490			AUG
SEPT	838	4715	831	4771	899	4779	778	4268			SEPT
OCT	154	4869	175	4946	214	4993	120	4388			OCT
NOV	58	4927	86	5032	138	5131	114	4502			NOV
DEC	54	4981	65	5097	64	5195	52	4554			DEC

RV NIGHTLY GUEST NIGHTS

	2011		2012		2013		2014		2015		
	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	MNTH.	CUM.	
JAN	173	173	176	176	180	180	285	285	304	304	JAN
FEB	214	387	221	397	261	441	150	435	291	595	FEB
MAR	239	626	229	626	359	800	249	684	244	839	MAR
APRIL	341	967	445	1071	209	1009	546	1230	652	1491	APRIL
MAY	717	1684	638	1709	637	1646	706	1936			MAY
JUNE	713	2397	645	2354	910	2556	1015	2951			JUNE
JULY	1215	3612	1247	3601	1275	3831	1169	4120			JULY
AUG	1257	4869	1300	4901	1293	5124	1228	5348			AUG
SEPT	1062	5931	1076	5977	1079	6203	1120	6468			SEPT
OCT	501	6432	580	6557	694	6897	796	7264			OCT
NOV	258	6690	290	6847	352	7249	432	7696			NOV
DEC	176	6866	246	7093	165	7414	269	7965			DEC

PERMANENT & SEASONAL TENANT SUMMARY

	AVAIL/GOAL	OCCUPIED	%
LTD ACCESS MOORAGE	40 SLIPS	37	93%
COMMERCIAL MOORAGE	850 FEET	745	88%
SEASONAL MOORAGE	32 SLIPS	27	84%
SEASONAL RV'S	10 SITES	8	80%
UNDESIRABLE	1 SLIPS	0 0	0%

MAY SLOOP TAVERN RACE - NOT COUNTED

120

STORAGE OPERATIONS REPORT									DATE:	5/8/2014
April										
	APR 2012	APR 2013	APR 2014	APR 2015	2012 YEAR TO DATE	2013 YEAR TO DATE	2014 YEAR TO DATE	2015 YEAR TO DATE	REMARKS	
HAUL-OUT										
BOAT YARD - OUT	97	83	74	84	191	194	206	228		
BOAT YARD - IN	86	81	85	101	164	169	196	209		
67% RE-BLOCK	0	5	8	5	12	28	26	22		
40% INSPECTION	2	5	3	1	7	11	7	3		
OTHER	3	1	1	7	7	8	18	15		
SUB TOTAL	188	175	171	198	381	410	453	477		
SHIP - OUT	14	17	17	14	43	53	45	39		
SHIP - IN	22	14	15	14	44	36	4	37		
SHIP - RE-BLOCK	1	1	2	0	7	1	4	3		
SHIP-INSPECTION	0	0	1	1	0	3	3	1		
SHIP - OTHER	0	0	0	0	2	3	0	0		
SUB TOTAL	37	31	35	28	96	95	97	80		
TOTAL	225	207	206	226	477	505	550	557		
STORAGE										
PTBH - START	65	80	76	79						
PTBH - END	82	78	23	69						
PTBH-O.P.P.	27	28	27	31						
SHIP-START	22	19	20	18						
SHIP-END	14	22	22	16						
SHIP-O.P.P.	1	1	2	2						
PERM/FREE	0	0	0	0					PERMS	
FREE DAYS	47	111	97						PAID R/T	
PTBH lineal feet										
SHIP lineal feet										
Longterm Storage									BOATS	
LONGTERM linear	21	18	22	23						
JCIA OPERATIONS REPORT										
HANGERS	11	12	13	12						
TIE DN - PAVED	3	2	2	1						
TIE DN - GRASS	2	0	1	0						
TIE DN - NIGHTLY	2	1	3	4						
W/L - HANGERS	2	0	0	0						

OFF PORT PROPERTY
GOLD STAR - 8
PT CO-OP - 7
DAY BOAT - 1
TBM - SM - 8 SHIP - 2
HAVEN - 3
STEPHENS - 0
STEELHEAD - 2

PORT OF PORT TOWNSEND

MEETING OF: May 11, 2015

AGENDA ITEM: V. Second Reading
A. Port Townsend Shipwrights Lease

BACKGROUND:

This proposed Lease Agreement was previously discussed by the Commission during its April 22, 2015 meeting.

The Port Townsend Shipwrights, Inc., and Townsend Bay Marine (TBM) have reached an agreement whereby the Shipwrights would purchase TBM's buildings. The TBM-Shipwrights purchase and sale agreement is anticipated to close in early July. Their agreement is predicated on two contingencies which involve the Port: 1) Execution of an early termination agreement of the present Lease with TBM; and 2) Execution of a new long-term (35 year) Land Lease with the Shipwrights.

After input from both the Port's attorney as well as the Shipwright's, Port staff has negotiated mutually agreeable lease terms which we believe meets the needs of the Shipwrights, fulfills the Port's mission of a vital and healthy local economy, and satisfies the long-term fiduciary interests owed to the taxpayers of Jefferson County.

The new 35-year Lease includes an area 5,000 square feet larger than the premises currently occupied by TBM, incorporating a 50' x 100' portion of the Shipyard located adjacent to the northwestern corner of TBM's present leasehold. This area will allow the Shipwrights to make more efficient use of the "open area" northwest of the rub shelter. The new lease also incorporates a formula which achieves a "market rate" rental by 2020. This formula is outlined in the draft copy of the lease distributed in your Drop Box.

Executive Director's Recommendation:

Authorize Executive Director to approve the new 35-year ground lease with the Port Townsend Shipwrights, Inc.

PORT OF PORT TOWNSEND

MEETING OF: **May 11, 2015**

AGENDA ITEM: **VI. First Reading**
 A. Jefferson County International Airport
 Engineer RFQ

BACKGROUND:

RFQ ads ran April 3 and April 10, 2015 in the Seattle Daily Journal of Commerce for contracted airport engineering services at the Jefferson County International Airport. Deadline was April 30, 2015 and only one application packet was received, and that was from Reid Middleton. Further details to be provided.

Executive Director's Recommendation:

Direct staff to enter into a contract with Reid Middleton.

PORT OF PORT TOWNSEND

MEETING OF: May 11, 2015

AGENDA ITEM: VI. First Reading
B. Commission Building - Use Policy

BACKGROUND:

Staff has seen a significant increase in requests to use the commission building for various reasons, both from government entities and private groups. Staff feels the commission should develop a building use policy and decide how they wish the building to be used.

Executive Director's Recommendation:

For discussion and direction.

PORT OF PORT TOWNSEND

MEETING OF: **May 11, 2015**

AGENDA ITEM: **VI. First Reading**
 C. March 2015 Financials

BACKGROUND:

To be presented.

Executive Director's Recommendation:

For discussion only.

MEMORANDUM

Date: April 23, 2015
To: Commissioners, Directors, and Managers
From: Amy Khile
Subject: March 2015 Financial Statements

Attached is our Statement of Revenue & Expense, both consolidated and by cost centers, and YTD comparison charts for March 2015.

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

Total gross operating revenues were \$1,176,700, \$1,121,716, \$1,043,339 and \$996,481 in 2015, 2014, 2013 and 2012 respectively. 2015 revenues are \$54,985 over 2014 operating revenues and 25% through the year we are at 22.75% of budgeted revenues.

All departments are showing an increase over prior year revenues with the exception of the Yard, which is down \$19,081. However, the majority of line items within the yard are over last year with the exception of the Ship Yard storage. This is down \$26,838 over last year but April should show an increase. The Boat Haven, Environmental and Point Hudson are showing the largest increases over the prior year.

Total operating expenses less depreciation were \$850,846, \$945,235, \$868,172 and \$812,050 in 2015, 2014, 2013 and 2012 respectively. 2015 expenses are \$94,389 less than 2014 and 25% through the year expenses are at 19.44% of budgeted (less depreciation). Some of this decrease is due to timing of bills coming in.

We have a net loss from operations of \$49,756. However, the overall net income is \$131,319 which is \$170,926 better than last year.

Port of Port Townsend
 Consolidated Statement of Revenue & Expense
 For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget		Budget Remaining	Remarks for variances
				Received/Spent 25% thru year	25% thru year		
Revenues							
PTBH - Permanent Moorage	221,655	227,397	1,080,000	21.06%	852,603		
PTBH - Ship Moorage	3,214	3,465	30,000	11.55%	26,535		
PTBH - Liveaboard Fee	4,045	3,910	18,000	21.72%	14,090		
Work Float/Lift Pier Usage	831	275	3,000	9.17%	2,725		
PTBH - Monthly Guest	27,607	38,371	95,000	40.39%	56,629		
PTBH - Nightly Guest	13,486	20,027	190,000	10.54%	169,973		
PTBH - Electric	23,364	25,542	50,000	51.08%	24,458		
PTBH - Miscellaneous Revenue	2,769	1,925	10,000	19.25%	8,075		
PTBH - Reservation Fee	0	0	200	0.00%	200		
PTBH - Showers	4,676	4,255	20,000	21.28%	15,745		
PTBH - Laundry	1,267	859	6,000	14.31%	5,142		
Total Moorage Revenue	302,913	326,026	1,502,200	21.70%	1,176,174		
Yard - Liveaboard Fee	490	35	1,500	2.33%	1,465		
Yard - Miscellaneous Revenue	5,278	898	15,000	5.98%	14,103		
Yard - 70/75 Ton Hoist Revenue	46,652	58,848	267,000	22.04%	208,152		
Yard - 300 Ton Hoist Revenue	22,587	29,961	177,000	16.93%	147,039		
Yard - Washdown Revenue	12,533	15,253	60,000	25.42%	44,747		
Yard - Bilge Water Revenue	658	1,779	2,800	63.53%	1,021		
Yard - Work Yard Revenue	118,048	118,140	600,000	19.69%	481,860		
Yard - Ship Yard Revenue	118,204	91,366	345,000	26.48%	253,634		
Yard - L/T Storage	15,908	16,809	60,000	28.01%	43,191		
Yard - Electric	13,037	6,225	25,000	24.90%	18,775		
Yard - Blocking Rent	3,171	3,872	11,000	35.20%	7,128		
Yard - Tarp Pool Fee	6,720	265	0	#DIV/0!	(265)		
Marine Trades 3% Revenue	27,626	28,379	75,000	37.84%	46,621		
Total Work Yard Revenue	390,911	371,830	1,639,300	22.68%	1,267,470		

Port of Port Townsend
 Consolidated Statement of Revenue & Expense
 For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget		Budget Remaining	Remarks for variances
				Received/Spent 25% thru year	Remaining		
Environmental - Clean Up Revenue	2,521	2,170	10,000	21.70%	7,830		
Environmental - Point Hudson	1,660	1,786	0	#DIV/0!	(1,786)		
Environmental - Moorage	9,383	13,950	0	#DIV/0!	(13,950)		
Environmental - Quilcene	240	288	0	#DIV/0!	(288)		
Environmental - Work Yard	17,268	20,857	0	#DIV/0!	(20,857)		
Environmental - Ship Yard	5,112	9,378	0	#DIV/0!	(9,378)		
Environmental - Stormwater Fee	2,185	2,150	0	#DIV/0!	(2,150)		
Total Environmental Revenue	38,368	50,579	10,000	505.79%	(40,579)		
PTBH Prop - Lease Revenue	116,064	122,243	518,500	23.58%	396,257		
PTBH Prop - Storage Unit Revenue	1,572	1,291	10,000	12.91%	8,709		
PTBH Prop - Fuel Dock Lease	2,949	3,658	20,000	18.29%	16,342		
PTBH Prop - Electric	3,526	3,410	14,500	23.51%	11,090		
PTBH Prop - Miscellaneous	0	0	0	#DIV/0!	0		
Total PTBH Property Revenue	124,110	130,602	563,000	23.20%	432,398		
Quilcene - Permanent Moorage	4,895	4,159	34,000	12.23%	29,841		
Quilcene - Nightly Moorage	124	0	2,600	0.00%	2,600		
Quilcene - Nightly R.V.	0	0	1,200	0.00%	1,200		
Quilcene - Electric	714	413	2,000	20.63%	1,587		
Quilcene - Showers	480	410	2,500	16.40%	2,090		
Quilcene - Fuel Sales	2,439	3,737	28,000	13.35%	24,263		
Quilcene - Lease Revenue	14,058	14,223	58,000	24.52%	43,777		
Quilcene - Rental Property Revenue	1,500	1,500	6,000	25.00%	4,500		
Quilcene - Water	1,386	1,378	7,000	19.68%	5,622		
Quilcene - Miscellaneous Revenue	0	0	200	0.00%	200		
Total Quilcene Revenue	25,596	25,819	141,500	18.25%	115,681		
Ramps - Ramp/Parking Fee	6,863	8,941	35,000	25.55%	26,059		
Dinghy Float Revenue	625	700	1,350	51.85%	650		
Total Ramp Revenue	7,488	9,641	36,350	26.52%	26,709		

Port of Port Townsend
 Consolidated Statement of Revenue & Expense
 For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks for variances
Pt Hudson - Building Lease Revenue	92,670	93,233	400,000	23.31%	306,767	
Pt Hudson - Permanent Moorage	24,831	28,377	111,500	25.45%	83,123	
Pt Hudson - Liveaboard Fee	1,840	1,750	4,300	40.70%	2,550	
Pt Hudson - Monthly Guest	25,457	34,107	50,000	68.21%	15,893	
Pt Hudson - Nightly Guest	8,578	12,862	210,000	6.12%	197,138	
Pt Hudson - Wharf Usage	0	0	8,000	0.00%	8,000	
Pt Hudson - Monthly R.V.	5,800	10,338	35,000	29.54%	24,663	
Pt Hudson - Nightly R.V.	20,029	32,551	250,000	13.02%	217,449	
Pt Hudson - Kayak Racks	1,185	1,810	5,000	36.20%	3,190	
Pt Hudson - Reservation Fee	8,568	6,293	26,000	24.20%	19,707	
Pt Hudson - Showers	1,166	1,427	8,000	17.84%	6,573	
Pt Hudson - Laundry	1,251	1,321	7,500	17.61%	6,179	
Pt Hudson - Passenger Fee	3,770	0	4,000	0.00%	4,000	
Pt Hudson - Electric	3,890	5,229	22,000	23.77%	16,771	
Pt Hudson - Miscellaneous Revenue	125	159	2,500	6.36%	2,341	
Pt Hudson - Event Facility Revenue	950	550	2,000	27.50%	1,450	
Total Pt Hudson	200,109	230,008	1,145,800	20.07%	915,792	
JCIA - Miscellaneous Revenue	0	0	100	0.00%	100	
JCIA - Lease Revenue	25,572	25,695	105,000	24.47%	79,305	
JCIA - Hangar Revenue	5,891	5,667	23,000	24.64%	17,333	
JCIA - Vehicle Parking Revenue	180	180	750	24.00%	570	
JCIA - Aircraft Parking	80	64	1,000	6.35%	937	
JCIA - Commercial Landing Fee	0	0	100	0.00%	100	
JCIA - Fuel Lease Revenue	497	591	3,500	16.87%	2,909	
Total JCIA Revenue	32,221	32,196	133,450	24.13%	101,254	
Total Operating Revenue	1,121,716	1,176,700	5,171,600	22.75%	3,994,900	

Port of Port Townsend
 Consolidated Statement of Revenue & Expense
 For the Period Ended March 31, 2015

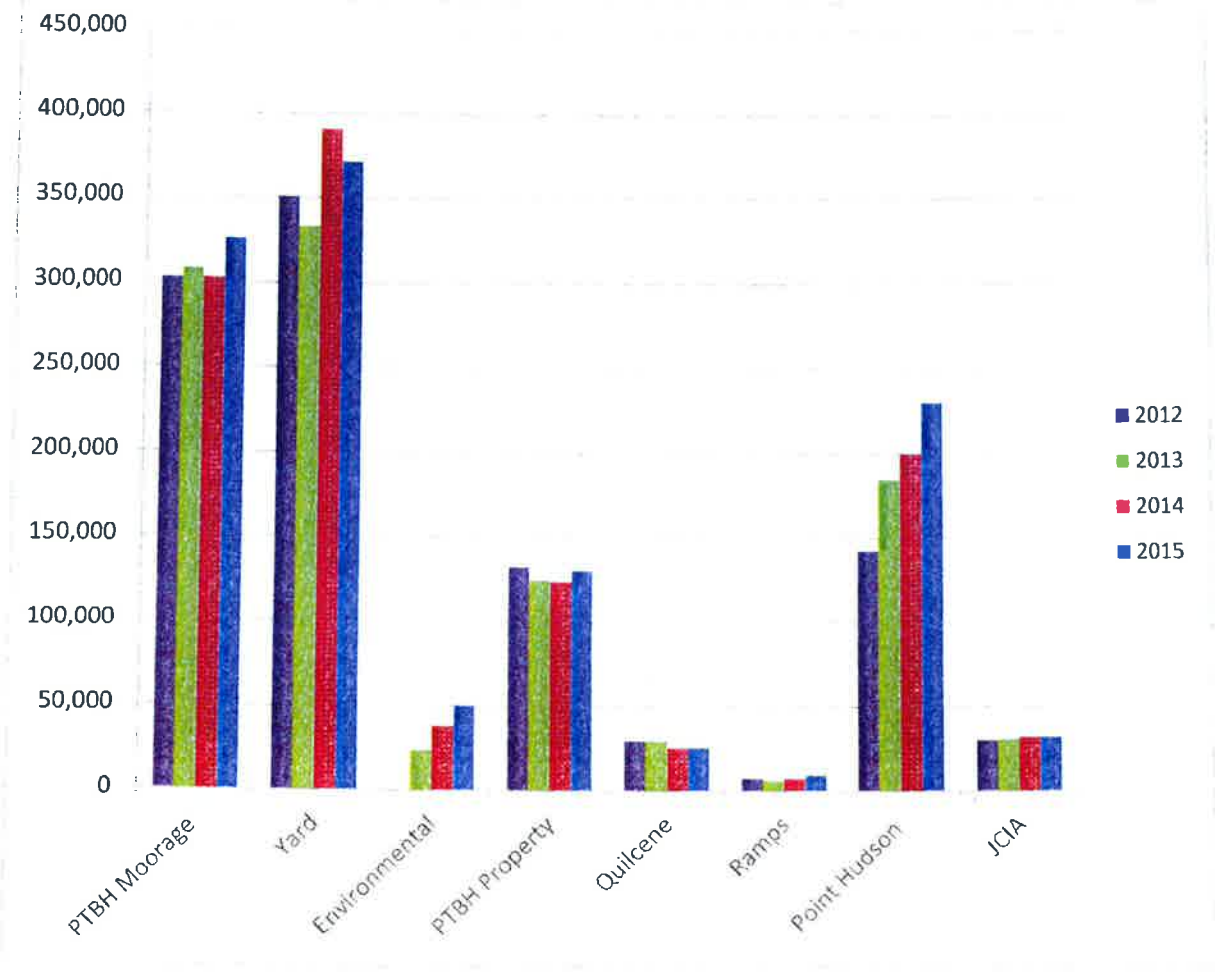
	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks for variances
Operating Expenses						
Salaries & Wages	387,716	398,311	1,787,000	22.29%	1,388,689	
Payroll Taxes	40,971	40,398	226,399	17.84%	186,002	
Employee Benefits	161,250	122,547	586,421	20.90%	463,874	
Uniform Expense	1,361	930	9,000	10.33%	8,070	
Contract Services	45,849	47,545	206,585	23.01%	159,040	
Legal & Auditing	14,613	6,989	101,000	6.92%	94,011	
Operating Supplies	22,485	27,201	157,350	17.29%	130,149	
Cost of Fuel Sold - Quilcene	2,216	3,338	20,000	16.69%	16,662	
Moorage Credit System - PTBH	4,895	8,840	37,000	23.89%	28,160	
Travel	2,023	3,228	17,400	18.55%	14,172	
Training	289	2,573	8,000	32.17%	5,427	
Insurance	45,127	46,916	187,663	25.00%	140,747	
Claims & Damages	0	0	7,000	0.00%	7,000	
Advertising	6,972	5,455	54,050	10.09%	48,595	
Promotion	1,648	789	5,000	15.77%	4,211	
Membership & Dues	11,638	10,765	14,670	73.38%	3,905	annual dues pd in Jan.
Community Relations	19	683	4,000	17.08%	3,317	
Bank Charges	13,084	9,020	63,800	14.14%	54,780	
Utilities	128,394	93,080	562,850	16.54%	469,770	
Excise Tax	3,374	3,262	22,925	14.23%	19,663	
Bad Debt	5,579	(43)	19,300	-0.22%	19,343	
Miscellaneous Expense	30	0	4,400	0.00%	4,400	
Repair & Maintenance	45,703	19,020	250,000	7.61%	230,980	
Economic Development	0	0	25,000	0.00%	25,000	
Operating Expenses w/o Depreciation	945,235	850,846	4,376,813	19.44%	3,525,966	
Income from Operations w/o Depreciation	176,482	325,854	794,787	41.00%	468,933	
Depreciation Expense	352,487	375,610	1,527,500	24.59%	1,151,890	
Income (Loss) from Operations with Depreciation	(176,005)	(49,756)	(732,713)	6.79%	(682,956)	
Non-Operating Revenue						

Port of Port Townsend
 Consolidated Statement of Revenue & Expense
 For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks for variances
Grant - FAA	0	18,364	25,000	73.46%	6,636	
Grant Revenue - Dept of Commerce	0	0	0	#DIV/0!	0	
Misc. Grant Revenue	0	0	0	#DIV/0!	0	
Capital Contributions - Non-Operating	0	0	0	#DIV/0!	0	
Investment Interest	2,736	2,944	15,000	19.63%	12,056	
Operating Tax Levy	224,755	232,106	930,900	24.93%	698,794	
State Forest Revenues	20,119	19,720	23,000	85.74%	3,280	
State Timber Excise Tax	18,722	23,718	36,500	64.98%	12,782	
Leasehold Excise Tax	735	1,779	7,000	25.41%	5,221	
Insurance Recovery	0	0	0	#DIV/0!	0	
Finance Charges	5,616	3,247	20,000	16.24%	16,753	
Other Non-Operating Revenues	0	1	0			
Cash Over/(Short)	0	(0)	0	#DIV/0!	0	
Total Non-Operating Revenue	272,682	301,879	1,057,400	28.55%	755,522	
Non-Operating Expenses						
Interest Expense - Local Fund	221	0	0	#DIV/0!	0	
Interest Expense - CERB Loan	2,750	2,063	7,104	29.03%	5,042	
Interest Expense - 2005 Rev Ref Bond	21,750	14,957	57,974	25.80%	43,017	
Interest Expense - 2005 LTGO Bond	46,890	44,312	175,329	25.27%	131,018	
Interest Expense - 2006 LTGO Refund Bond	10,173	7,022	24,630	28.51%	17,608	
Interest Expense - 2010 LTGO Bond	49,736	47,854	190,735	25.09%	142,881	
Interest Expense - 2013 Revenue Bond	4,439	4,439	17,754	25.00%	13,316	
Bond Management Fees	300	130	1,200	10.83%	1,070	
Bond Issue Costs	0	0	0	#DIV/0!	0	
Investment Fees	25	27	1,000	2.70%	973	
Election Expense	0	0	16,000	0.00%	16,000	
Total Non-Operating Expenses	136,284	120,803	491,726	24.57%	370,923	
Net Non-Operating Income(Expense)	136,398	181,076	565,674	32.01%	384,599	
Net Income(Loss)	(39,607)	131,319	(167,039)	-78.62%	(298,357)	

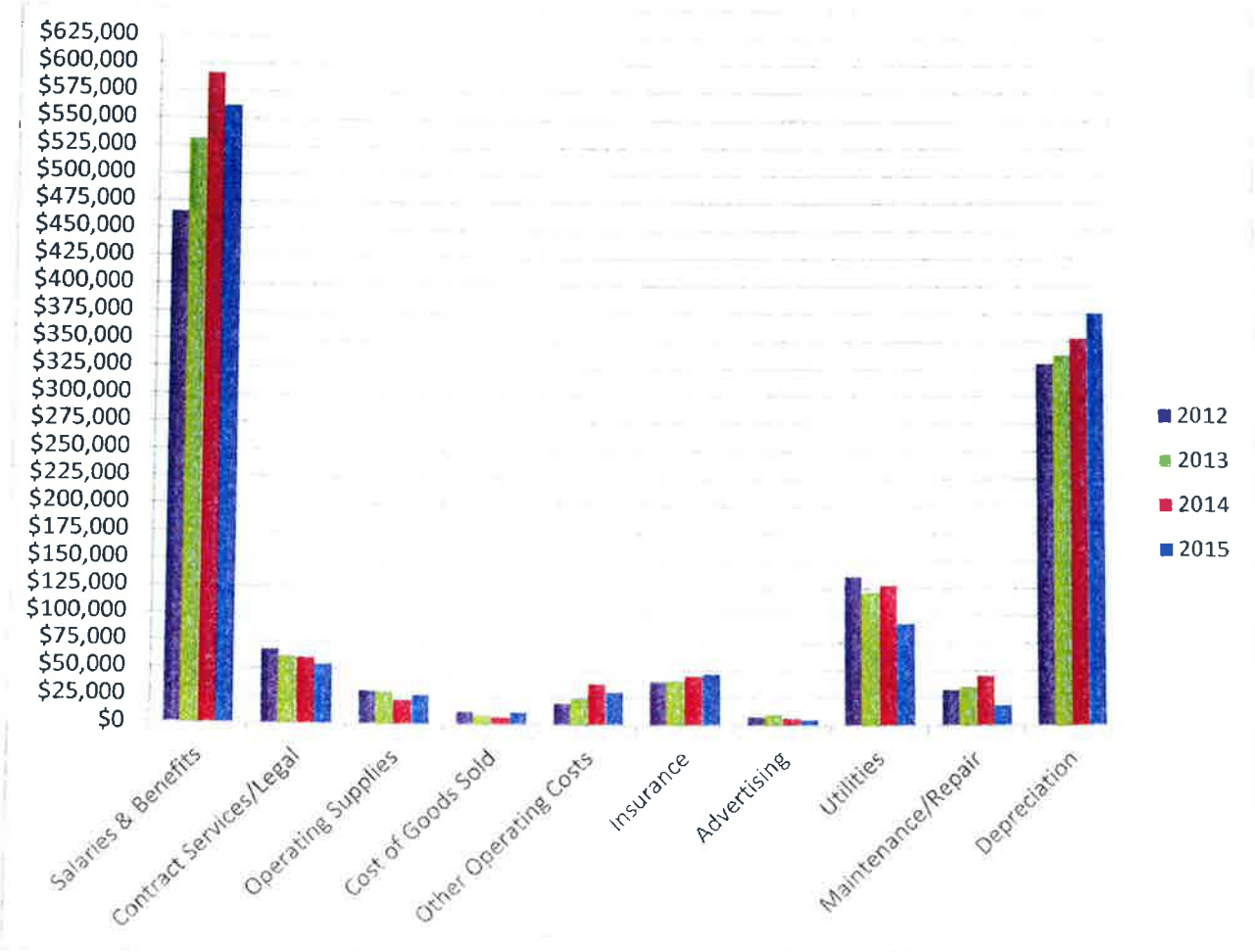
March 2015 Operating Revenues

Total = \$1,176,700



March 2015 YTD Operating Expenses

Total = \$1,226,456



Port of Port Townsend
Port Management Report
For the Period Ended March 31, 2015

Department:	Revenue	Direct Expenses	Gross Profit	Allocated A & G Expense	Depreciation	Net Income
Moorage						
Actual	326,026	134,132	191,894	69,925	62,227	59,742
Annual Budget	1,502,200	722,826	779,374	335,911	255,000	188,463
Variance	(1,176,174)	(588,695)	(587,480)	(265,986)	(192,773)	(128,721)
Actual as % of annual budget	22%	19%	25%	21%	24%	32%
% through year	25%	25%	25%	25%	25%	25%
Yard						
Actual	371,830	236,437	135,393	79,749	73,932	(18,288)
Budget	1,639,300	1,066,616	572,684	339,734	305,000	(72,050)
Variance	(1,267,470)	(830,179)	(437,292)	(259,986)	(231,068)	53,763
Actual as % of annual budget	23%	22%	24%	23%	24%	25%
% through year	25%	25%	25%	25%	25%	25%
Environmental						
Actual	50,579	29,245	21,334	10,848	7,789	2,697
Budget	10,000	179,200	(169,200)	2,236	32,000	(203,436)
Variance	40,579	(149,954)	190,533	8,612	(24,211)	206,133
Actual as % of annual budget	506%	16%	-13%	485%	24%	-1%
% through year	25%	25%	25%	25%	25%	25%
PTBH Properties						
Actual	130,602	22,276	108,326	28,011	29,945	50,369
Budget	563,000	157,947	405,053	125,894	125,000	154,159
Variance	(432,398)	(135,671)	(296,728)	(97,883)	(95,055)	(103,790)
Actual as % of annual budget	23%	14%	27%	22%	24%	33%
% through year	25%	25%	25%	25%	25%	25%
Quilcene						
Actual	25,819	14,319	11,500	5,538	16,579	(10,617)
Budget	141,500	100,046	41,454	31,216	75,000	(64,763)
Variance	(115,681)	(85,727)	(29,954)	(25,679)	(58,421)	54,146
Actual as % of annual budget	18%	14%	28%	18%	22%	16%
% through year	25%	25%	25%	25%	25%	25%
Boat Ramps						
Actual	9,641	7,334	2,307	2,068	5,457	(5,219)
Budget	36,350	37,807	(1,457)	8,128	25,000	(34,585)
Variance	(26,709)	(30,472)	3,763	(6,061)	(19,543)	29,366
Actual as % of annual budget	27%	19%	-158%	25%	22%	15%
% through year	25%	25%	25%	25%	25%	25%
Pt Hudson Properties						
Actual	93,233	20,062	73,171	0	26,382	46,790
Budget	400,000	180,045	219,955	89,445	120,000	10,510
Variance	(306,767)	(159,983)	(146,784)	(89,445)	(93,619)	36,280
Actual as % of annual budget	23%	11%	33%	0%	22%	445%
% through year	25%	25%	25%	25%	25%	25%
Pt Hudson Marina & RV						
Actual	230,008	106,504	123,504	49,331	90,428	(16,255)
Budget	1,145,800	701,670	444,130	253,979	385,000	(194,849)
Variance	(915,792)	(595,166)	(320,627)	(204,648)	(294,572)	178,594
Actual as % of annual budget	20%	15%	28%	19%	23%	8%
% through year	25%	25%	25%	25%	25%	25%

Port of Port Townsend
Port Management Report
For the Period Ended March 31, 2015

Department:	Revenue	Direct Expenses	Gross Profit	Allocated A & G Expense	Depreciation	Net Income
JCIA						
Actual	32,196	33,512	(1,316)	6,905	69,829	(78,051)
Budget	133,450	131,151	2,299	29,785	250,000	(277,486)
Variance	(101,254)	(97,638)	(3,615)	(22,880)	(180,171)	199,435
Actual as % of annual budget	24%	26%	-57%	23%	28%	28%
% through year	25%	25%	25%	25%	25%	25%
Total Profit Centers						
Actual	1,269,934	603,823	666,111	252,374	382,568	31,169
Budget	5,571,600	3,277,307	2,294,293	1,216,329	1,572,000	(494,036)
Variance	(4,301,666)	(2,673,484)	(1,628,182)	(963,955)	(1,189,432)	525,205
Actual as % of annual budget	23%	18%	29%	21%	24%	-6%
% through year	25%	50%	50%	50%	50%	50%
Maintenance Shop						
Actual		40,757	(40,757)	0	3,494	(44,251)
Budget		213,166	(213,166)	0	15,000	(228,166)
Variance		(172,409)	172,409	0	(11,506)	183,915
Actual as % of annual budget		19%	19%	#DIV/0!	23%	19%
% through year	25%	25%	25%	25%	25%	25%
Administrative & General						
Administration						
Actual		236,445	(236,445)	(252,374)	15,929	0
Budget		1,126,884	(1,126,884)	(1,187,384)	60,500	0
Variance		(890,439)	890,439	935,010	(44,571)	0
Actual as % of annual budget		21%	21%	21%	26%	#DIV/0!
% through year	25%	25%	25%	25%	25%	25%
Total Operating						
Actual	1,269,934	881,024	388,909	0	401,992	(13,082)
Budget	5,571,600	4,617,357	954,243	28,945	1,647,500	(722,202)
Variance	4,301,666	(3,736,333)	(565,334)	(28,945)	(1,245,508)	709,120
Actual as % of annual budget	23%	19%	41%	0%	24%	2%
% through year	25%	25%	25%	25%	25%	25%
Non-Operating						
Actual	301,879	120,803	181,076			181,076
Budget	1,057,400	491,726	565,674			565,674
Variance	(755,521)	(370,923)	(384,598)			(384,598)
Actual as % of annual budget	29%	25%	32%	#DIV/0!	#DIV/0!	32%
% through year	25%	25%	25%	25%	25%	25%
Grand Total						
Actual	1,571,813	1,001,828	569,985		401,992	167,993
Budget	6,629,000	5,109,083	1,519,917		1,647,500	(127,583)
Variance	(5,057,187)	(4,107,256)	(949,932)		(1,245,508)	295,576
Actual as % of annual budget	24%	20%	38%	#DIV/0!	24%	-132%
% through year	25%	25%	25%	25%	25%	25%

Port of Port Townsend
PTBH Moorage
For the Period Ended March 31, 2015

Revenues	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks for variances
Permanent Moorage	221,655	227,397	1,080,000	21.06%	852,603	
PTBH - Ship Moorage	3,214	3,465	30,000	11.55%	26,535	
Liveboard Fee	4,045	3,910	18,000	21.72%	14,090	
Work Float/Lift Pier Usage	831	275	3,000	9.17%	2,725	
Monthly Guest	27,607	38,371	95,000	40.39%	56,629	
Nightly Guest	13,486	20,027	190,000	10.54%	169,973	
Electric	23,364	25,542	50,000	51.08%	24,458	
Miscellaneous Revenue	2,769	1,925	10,000	19.25%	8,075	
Reservation Fee	-	-	200	0.00%	200	
Showers	4,676	4,255	20,000	21.28%	15,745	
Laundry	1,267	859	6,000	14.31%	5,142	
Total Revenues	302,913	326,026	1,502,200	21.70%	1,176,174	
Expenses						
Salaries & Wages	39,385	44,318	211,000	21.00%	166,682	
Payroll Taxes	4,711	4,691	31,141	15.06%	26,450	
Employee Benefits	13,045	15,030	69,979	21.48%	54,949	
Uniform Expense	-	-	830	0.00%	830	
Contract Services	7,434	5,579	35,000	15.94%	29,421	
Operating Supplies	3,870	3,409	25,000	13.64%	21,591	
Travel	-	86	500	17.17%	414	
Training	-	-	600	0.00%	600	
Insurance	11,405	11,957	47,827	25.00%	35,870	
Claims & Damages	-	-	500	0.00%	500	
Advertising	1,366	1,724	10,600	16.26%	8,876	
Promotion	-	-	250	0.00%	250	
Bank Charges	2,528	2,760	11,000	25.09%	8,240	
Utilities	43,039	33,852	172,000	19.68%	138,148	
Excise Tax	521	634	5,000	12.69%	4,366	
Bad Debt Expense	2,690	487	2,000	24.33%	1,513	
Miscellaneous Expense	(0)	-	100	0.00%	100	
Credit System	4,895	8,840	37,000	23.89%	28,160	
Repair & Maintenance	1,265	766	62,500	1.23%	61,734	
Allocated A & G	72,666	69,925	335,911	20.82%	265,986	
Direct Operating Expenses	208,819	204,057	1,058,737	19.27%	854,681	
Net Income (Loss) Without Depreciation	94,095	121,969	443,463	27.50%	321,494	
Depreciation Expense	62,299	62,227	255,000	24.40%	192,773	
Net Income (Loss)	31,795	59,742	188,463	31.70%	128,721	

Port of Port Townsend
Yard
For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks for variances
Revenues						
Electric	13,037	6,225	25,000	24.90%	18,775	
Liveaboard Fee	490	35	1,500	2.33%	1,465	
Miscellaneous Revenue	5,278	898	15,000	5.98%	14,103	
300 Ton Hoist Revenue	22,587	29,961	177,000	16.93%	147,039	
70/75 Ton Hoist Revenue	46,652	58,848	267,000	22.04%	208,152	
Washdown Revenue	12,533	15,253	60,000	25.42%	44,747	
Bilge Water Revenue	658	1,779	2,800	63.53%	1,021	
Ship Yard Revenue	118,204	91,366	345,000	26.48%	253,634	
Work Yard Revenue	118,048	118,140	600,000	19.69%	481,860	
Blocking Rent	3,171	3,872	11,000	35.20%	7,128	
Tarp Pool Revenue	6,720	265	-	#DIV/0!	(265)	
Long Term Storage Yard	15,908	16,809	60,000	28.01%	43,191	
Marine Trades Contribution	27,626	28,379	75,000	37.84%	46,621	
Total Revenues	390,911	371,830	1,639,300	22.68%	1,267,470	
Operating Expenses						
Salaries & Wages	90,454	117,856	440,000	26.79%	322,144	
Payroll Taxes	10,730	14,044	64,061	21.92%	50,017	
Employee Benefits	29,947	39,978	143,955	27.77%	103,977	
Uniform Expense	1,017	902	3,500	25.76%	2,598	
Contract Services	113	9,710	25,000	38.84%	15,290	insurance claim & marine vacuum
Operating Supplies	1,390	2,922	18,000	16.23%	15,078	
Tarp Pool Expense	3,499	1,945	20,000	9.72%	18,055	
Postage	222	244	1,025	23.79%	781	
Janitorial Supplies	273	390	2,600	15.01%	2,210	
Fuel & Lubricants	70	1,997	20,000	9.98%	18,003	
Shipyards Permit	-	-	700	0.00%	700	
Travel	-	998	800	124.81%	(198)	boat show
Training	-	-	1,000	0.00%	1,000	
Insurance	8,377	8,581	34,325	25.00%	25,744	
Claims & Damages	-	-	5,000	0.00%	5,000	
Advertising	3,572	873	13,000	6.71%	12,127	
Promotion	1,378	394	2,500	15.74%	2,106	
Bank Charges	7,487	3,351	30,000	11.17%	26,649	
Utilities	35,119	19,769	148,050	13.35%	128,281	
Excise Tax	1,615	1,643	8,500	19.33%	6,857	
Bad Debt Expense	738	(600)	15,000	-4.00%	15,600	
Miscellaneous Expense	-	-	600	0.00%	600	
Repair & Maintenance - 300 Ton Hoist	3,782	6,078	14,000	43.41%	7,922	
Repair & Maintenance - 70 Ton Hoist	2,907	564	7,000	8.06%	6,436	
Repair & Maintenance - 75 Ton Hoist	2,543	2,331	9,000	25.90%	6,669	
Repair & Maintenance	1,895	2,467	39,000	6.32%	36,533	
Allocated A & G	93,776	79,749	339,734	23.47%	259,986	
Direct Operating Expenses	300,903	316,186	1,406,350	22.48%	1,090,164	
Net Income (Loss) without Depreciation	90,008	55,644	232,950	23.89%	177,306	
Depreciation Expense	74,461	73,932	305,000	24.24%	231,068	
Net Income (Loss)	15,547	(18,288)	(72,050)	25.38%	(53,763)	

Port of Port Townsend
Environmental
For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks for variances
Revenues						
Clean Up Revenue	2,521	2,170	10,000	21.70%	7,830	
Point Hudson - Hazardous Waste Fee	1,660	1,786	-	#DIV/0!	(1,786)	
Moorage - Hazardous Waste Fee	9,383	13,950	-	#DIV/0!	(13,950)	
Quilcene - Hazardous Waste Fee	240	288	-	#DIV/0!	(288)	
Work Yard - Hazardous Waste Fee	17,268	20,857	-	#DIV/0!	(20,857)	
Ship Yard - Hazardous Waste Fee	5,112	9,378	-	#DIV/0!	(9,378)	
PTBH Properties - Stormwater Fee	2,185	2,150	-	#DIV/0!	(2,150)	
Total Revenues	38,368	50,579	10,000	505.79%	(40,579)	
Expenses						
Salaries & Wages	17,763	11,680	88,000	13.27%	76,320	
Payroll Taxes	2,137	1,187	12,963	9.16%	11,776	
Employee Benefits	5,870	3,958	29,130	13.59%	25,172	
Uniform Expense	-	-	500	0.00%	500	
Contract Services	8,300	8,857	20,000	44.28%	11,144	
Operating Supplies	1,605	1,419	10,000	14.19%	8,581	
Postage	-	-	100	0.00%	100	
Permits	756	396	1,600	24.72%	1,205	
Travel & Training	156	464	1,500	30.91%	1,036	
Insurance	894	939	3,757	25.00%	2,818	
Claims & Damages	-	-	-	#DIV/0!	-	
Advertising	-	-	150	0.00%	150	
Utilities	310	299	2,000	14.95%	1,701	
Excise Tax	410	47	2,000	2.34%	1,953	
Bad Debt Expense	-	-	-	#DIV/0!	-	
Repair & Maintenance	637	-	7,500	0.00%	7,500	
Allocated A & G Expense	9,204	10,848	2,236	485.13%	(8,612)	
Direct Operating Expenses	48,041	40,093	181,436	22.10%	141,343	
Net Income (Loss) Without Depreciation	(9,673)	10,486	(171,436)	-6.12%	(181,922)	
Depreciation Expense	7,789	7,789	32,000	24.34%	24,211	
Net Income (Loss)	(17,462)	2,697	(203,436)	-1.33%	(206,133)	

Port of Port Townsend
PTBH Properties
For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks for variances
Revenues						
PTBH Prop - Lease Revenue	116,064	122,243	518,500	23.58%	396,257	
PTBH Prop - Storage Unit Revenue	1,572	1,291	10,000	12.91%	8,709	
PTBH Prop - Fuel Dock Lease	2,949	3,658	20,000	18.29%	16,342	
PTBH Prop - Electric	3,526	3,410	14,500	23.51%	11,090	
	0	0	0	#DIV/0!	0	
Total Revenues	124,110	130,602	563,000	23.20%	432,398	
Expenses						
Salaries & Benefits	8,643	7,912	45,000	17.58%	37,088	
Payroll Taxes	1,042	889	6,615	13.44%	5,726	
Employee Benefits	2,863	2,690	14,866	18.10%	12,175	
Uniform Expense	0	0	0	#DIV/0!	0	
Contract Services	226	226	4,000	5.65%	3,774	
Operating Supplies	0	7	1,000	0.65%	993	
Postage	192	192	750	25.59%	558	
Travel	0	0	0	#DIV/0!	0	
Insurance	2,940	2,829	11,316	25.00%	8,487	
Bank Charges	171	115	1,000	11.52%	885	
Utilities	7,130	6,988	32,500	21.50%	25,512	
Excise Tax	14	27	300	8.90%	273	
Bad Debt Expense	0	0	500	0.00%	500	
Miscellaneous Expense	0	0	100	0.00%	100	
Repair & Maintenance	665	401	40,000	1.00%	39,599	
Allocated A & G	29,773	28,011	125,894	22.25%	97,883	
Direct Operating Expenses	53,659	50,287	283,841	17.72%	233,554	
Net Income (Loss) Before Depreciation	70,450	80,315	279,159	28.77%	198,845	
Depreciation Expense	31,590	29,945	125,000	23.96%	95,055	
Net Income (Loss)	38,860	50,369	154,159	32.67%	103,790	

Port of Port Townsend
 Quilcene
 For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks for variances
Revenues						
Quilcene - Permanent Moorage	4,895	4,159	34,000	12.23%	29,841	
Quilcene - Nightly Moorage	124	0	2,600	0.00%	2,600	
Quilcene - Nightly R.V.	0	0	1,200	0.00%	1,200	
Quilcene - Electric	714	413	2,000	20.63%	1,587	
Quilcene - Showers	480	410	2,500	16.40%	2,090	
Quilcene - Fuel Sales	2,439	3,737	28,000	13.35%	24,263	
Quilcene - Lease Revenue	14,058	14,223	58,000	24.52%	43,777	
Quilcene - Rental Property Revenue	1,500	1,500	6,000	25.00%	4,500	
Quilcene - Water	1,386	1,378	7,000	19.68%	5,622	
Quilcene - Miscellaneous Revenue	0	0	200	0.00%	200	
Total Revenues	25,596	25,819	141,500	18.25%	115,681	
Expenses						
Salaries & Wages	3,770	2,496	16,000	15.60%	13,504	
Payroll Taxes	469	260	2,358	11.04%	2,098	
Employee Benefits	1,230	852	5,299	16.09%	4,446	
Uniform Expense	0	0	0	#DIV/0!	0	
Contract Services	3,760	3,843	18,275	21.03%	14,432	
Fire Protection	0	0	1,000	0.00%	1,000	
Operating Supplies	551	195	500	38.98%	305	
Postage	75	75	300	25.00%	225	
Janitorial Supplies	0	0	800	0.00%	800	
Cost of Fuel Sold	2,216	3,338	20,000	16.69%	16,662	
Travel	0	0	300	0.00%	300	
Training	0	0	200	0.00%	200	
Insurance	1,387	1,529	6,115	25.00%	4,586	
Claims & Damages	0	0	500	0.00%	500	
Advertising	0	0	300	0.00%	300	
Bank Charges	114	153	1,000	15.31%	847	
Utilities	2,875	1,451	11,000	13.19%	9,549	
Excise Tax	92	95	500	18.91%	405	
Bad Debt Expense	0	0	500	0.00%	500	
Miscellaneous Expense	0	0	100	0.00%	100	
Repair & Maintenance	354	34	15,000	0.23%	14,966	
Allocated A & G	6,140	5,538	31,216	17.74%	25,679	
Direct Operating Expenses	23,035	19,857	131,263	15.13%	111,406	
Net Income (Loss) Before Depreciation	2,560	5,962	10,237	58.24%	4,275	
Depreciation Expense	16,579	16,579	75,000	22.11%	58,421	
Net Income (Loss)	(14,019)	(10,617)	(64,763)	16.39%	(54,146)	

Port of Port Townsend
Ramps
For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks for variances
Revenues						
Ramps - Ramp/Parking Fee	6,863	8,941	35,000	25.55%	26,059	
Dinghy Float Revenue	625	700	1,350	51.85%	650	
Total Revenues	7,488	9,641	36,350	26.52%	26,709	
Expenses						
Salaries & Wages	4,432	3,821	16,000	23.88%	12,179	
Payroll Taxes	529	365	2,354	15.52%	1,989	
Employee Benefits	1,470	1,299	5,291	24.56%	3,991	
Uniform Expense	0	0	0	#DIV/0!	0	
Operating Supplies	37	0	800	0.00%	800	
Insurance	320	340	1,362	25.00%	1,021	
Promotion	270	315	1,500	21.00%	1,185	
Bank Charges	183	115	600	19.14%	485	
Utilities	697	608	4,250	14.31%	3,642	
Excise Tax	112	145	525	27.55%	380	
Bad Debt Expense	0	0	100	0.00%	100	
Miscellaneous Expense	0	0	25	0.00%	25	
Repair & Maintenance	0	326	5,000	6.52%	4,674	
Allocated A & G	1,796	2,068	8,128	25.44%	6,061	
Direct Operating Expenses	9,847	9,402	45,935	20.47%	36,533	
Net Income (Loss) Before Depreciation	(2,359)	239	(9,585)	-2.49%	(9,824)	
Depreciation Expense	7,777	5,457	25,000	21.83%	19,543	
Net Income (Loss)	(10,135)	(5,219)	(34,585)	15.09%	(29,366)	

Port of Port Townsend
Point Hudson
For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks
Revenues						
Pt Hudson - Building Lease	92,670	93,233	400,000	23.31%	306,767	
Pt Hudson - Permanent Moorage	24,831	28,377	111,500	25.45%	83,123	
Pt Hudson - Electric	0	0	0	#DIV/0!	0	
Pt Hudson - Liveboard Fee	1,840	1,750	4,300	40.70%	2,550	
Pt Hudson - Monthly Guest	25,457	34,107	50,000	68.21%	15,893	
PT HUDSON - UTILITY REIMBURSE	0	0	0	#DIV/0!	0	
Pt Hudson - Nightly Guest	8,578	12,862	210,000	6.12%	197,138	
Wharf Usage	0	0	8,000	0.00%	8,000	
Pt Hudson - Monthly R.V.	5,800	10,338	35,000	29.54%	24,663	
Pt Hudson - Nightly R.V.	20,029	32,551	250,000	13.02%	217,449	
Pt Hudson - Kayak Racks	1,185	1,810	5,000	36.20%	3,190	
Pt Hudson - Reservation Fee	8,568	6,293	26,000	24.20%	19,707	
Pt Hudson - Showers	1,166	1,427	8,000	17.84%	6,573	
Pt Hudson - Laundry	1,251	1,321	7,500	17.61%	6,179	
Pt Hudson - Passenger Fee	3,770	0	4,000	0.00%	4,000	
Pt Hudson - Electric	3,890	5,229	22,000	23.77%	16,771	
Pt Hudson - Miscellaneous Revenue	125	159	2,500	6.36%	2,341	
Pt Hudson - Event Facility Revenue	950	550	2,000	27.50%	1,450	
Total Revenues	200,109	230,008	1,145,800	20.07%	915,792	
Expenses						
Salaries & Wages	57,633	42,239	252,000	16.76%	209,761	
Payroll Taxes	6,899	4,521	37,050	12.20%	32,528	
Employee Benefits	19,073	14,306	83,256	17.18%	68,951	
Uniform Expense	241	0	675	0.00%	675	
Contract Services	3,876	4,018	31,830	12.62%	27,812	
Operating Supplies	1,296	708	9,000	7.87%	8,292	
Postage	192	203	850	23.87%	647	
Janitorial Supplies	855	188	7,000	2.68%	6,812	
Travel	0	117	300	39.05%	183	
Training	0	0	300	0.00%	300	
Insurance	8,941	9,402	37,609	25.00%	28,206	
Claims and Damages	0	0	500	0.00%	500	
Advertising	1,737	2,055	25,000	8.22%	22,945	
Promotion	0	80	250	32.00%	170	
Bank Charges	2,556	2,466	20,000	12.33%	17,534	
Utilities	30,904	22,830	158,850	14.37%	136,020	
Excise Tax	544	607	6,000	10.11%	5,393	
Bad Debt Expense	2,151	70	1,000	7.00%	930	
Miscellaneous Expense	31	0	200	0.00%	200	
Repair & Maintenance	31,153	2,694	30,000	8.98%	27,306	
Allocated A & G	48,004	49,331	253,979	19.42%	204,648	
Direct Operating Expenses	216,085	155,835	955,649	16.31%	799,814	
Net Income (Loss) Before Depreciation	(15,975)	74,173	190,151	39.01%	115,979	
Depreciation Expense	72,082	90,428	385,000	23.49%	294,572	
Net Income (Loss)	(88,058)	(16,255)	(194,849)	8.34%	(178,594)	

Port of Port Townsend
Airport
For the Period Ended March 31, 2015

Revenues	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks for variances
Miscellaneous Revenue	0	0	100	0.00%	100	
Lease Revenue	25,572	25,695	105,000	24.47%	79,305	
Hangar Revenue	5,891	5,667	23,000	24.64%	17,333	
Vehicle Parking Revenue	180	180	750	24.00%	570	
Aircraft Parking	80	64	1,000	6.35%	937	
Commercial Landing Fee	0	0	100	0.00%	100	
Fuel Lease Revenue	497	591	3,500	16.87%	2,909	
	<u>32,221</u>	<u>32,196</u>	<u>133,450</u>	<u>24.13%</u>	<u>101,254</u>	
Expenses						
Salaries & Wages	4,622	13,050	44,000	29.66%	30,950	
Payroll Taxes	556	1,413	6,165	22.92%	4,751	
Employee Benefits	1,528	4,411	13,853	31.84%	9,442	
Uniform Expense	0	0	0	#DIV/0!	0	
Contract Services	0	414	12,000	3.45%	11,586	
Fire Protection	4,693	4,693	9,180	51.12%	4,487	
Operating Supplies	0	0	200	0.00%	200	
Postage	77	77	300	25.59%	223	
Fuel & Lubricants	0	0	1,200	0.00%	1,200	
Permits	687	719	0	#DIV/0!	(719)	
Travel & Training	0	0	200	0.00%	200	
Insurance	4,715	5,021	20,083	25.00%	15,062	
Claims & Damages	0	0	500	0.00%	500	
Membership & Dues	0	0	70	0.00%	70	
Bank Charges	44	45	100	44.92%	55	
Utilities	1,412	3,336	12,000	27.80%	8,664	
Excise Tax	65	65	100	65.17%	35	
Bad Debt Expense	0	0	200	0.00%	200	
Miscellaneous Expense	0	0	1,000	0.00%	1,000	
Repair & Maintenance	186	268	10,000	2.68%	9,732	
Allocated A & G	7,729	6,905	29,785	23.18%	22,880	
Direct Operating Expenses	<u>26,314</u>	<u>40,418</u>	<u>160,936</u>	<u>25.11%</u>	<u>120,518</u>	
Net Income (Loss) Without Depreciation	5,907	(8,221)	(27,486)	29.91%	(19,264)	
Depreciation Expense	<u>60,137</u>	<u>69,829</u>	<u>250,000</u>	<u>27.93%</u>	<u>180,171</u>	
Net Income (Loss)	<u>(54,230)</u>	<u>(78,051)</u>	<u>(277,486)</u>	<u>28.13%</u>	<u>(199,435)</u>	

Port of Port Townsend
Maintenance Shop
For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks
Salaries & Wages	25,283	22,411	115,000	19.49%	92,589	
Payroll Taxes	3,070	2,449	16,809	14.57%	14,360	
Employee Benefits	8,327	7,594	37,773	20.10%	30,179	
Uniform Expense	0	28	3,045	0.93%	3,017	
Contract Services	0	0	300	0.00%	300	
Operating Supplies	499	1,620	4,700	34.46%	3,080	
Janitorial Supplies	91	130	800	16.26%	670	
Fuel & Lubricants	53	1,425	12,000	11.88%	10,575	
Repair & Maintenance	316	2,716	11,000	24.69%	8,284	
Travel	0	0	100	0.00%	100	
Training	0	0	600	0.00%	600	
Insurance	1,081	1,085	4,338	25.00%	3,254	
Advertising	0	0	0	#DIV/0!	0	
Membership & Dues	0	0	0	#DIV/0!	0	
Utilities	3,302	1,299	6,600	19.67%	5,301	
Miscellaneous Expense	0	0	100	0.00%	100	
Depreciation Expense	3,498	3,494	15,000	23.30%	11,506	
	45,519	44,251	228,166	19.39%	183,915	

Port of Port Townsend
Administration
For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks
Salaries & Wages	135,732	132,527	560,000	23.67%	427,473	
Payroll Taxes	10,828	10,577	46,883	22.56%	36,306	
Employee Benefits	45,112	45,133	183,020	24.66%	137,886	
Employee Benefits (to be distributed)	32,785	(12,705)	0	#DIV/0!	12,705	
Uniform Expense	103	0	450	0.00%	450	
Contract Services	17,447	10,206	50,000	20.41%	39,794	
Legal Expense	14,613	4,807	100,000	4.81%	95,194	
Audit Expense	0	2,183	1,000	218.27%	(1,183)	
Operating Supplies	5,594	6,042	16,125	37.47%	10,083	
Community Relations	19	683	4,000	17.08%	3,317	
Publications	0	0	200	0.00%	200	
Postage	419	461	1,800	25.59%	1,339	
Janitorial Supplies	182	260	0	#DIV/0!	(260)	
Repair & Maintenance	0	0	0	#DIV/0!	0	
Promotional Hosting	0	0	500	0.00%	500	
Travel	1,867	1,563	13,700	11.41%	12,137	
Training	289	2,573	5,300	48.55%	2,727	
Insurance	5,066	5,233	20,932	25.00%	15,699	
Claims & Damages	0	0	0	#DIV/0!	0	
Advertising	298	804	5,000	16.07%	4,196	
Membership & Dues	11,638	10,765	14,600	73.73%	3,835	
Bank Charges	0	15	100	15.01%	85	
Economic Development	0	0	25,000	0.00%	25,000	
Utilities	3,607	2,614	15,600	16.75%	12,986	
Miscellaneous Expense	0	0	2,175	0.00%	2,175	
Allocated A & G	(269,088)	(252,374)	(1,126,884)	22.40%	(874,510)	
Depreciation Expense	16,275	15,929	60,500	26.33%	44,571	
Total Expenses	32,785	(12,704)	1		12,705	

Port of Port Townsend
Non-Operating
For the Period Ended March 31, 2015

	Actual thru March 31, 2014	Actual thru March 31, 2015	Annual Budget	% Budget Received/Spent 25% thru year	Budget Remaining	Remarks
Revenues						
Grants - FAA	0	18,364	25,000	73.46%	6,636	
Grants - Dept of Commerce	0	0	0	#DIV/0!	0	
Grants - WSDOT	0	0	0	#DIV/0!	0	
Grants - Wa State Parks	0	0	0	#DIV/0!	0	
Contributed Capital	0	0	0	#DIV/0!	0	
Investment Interest	2,736	2,944	15,000	19.63%	12,056	
Operating Tax Levy	224,755	232,106	930,900	24.93%	698,794	
State Forest Revenue	20,119	19,720	23,000	85.74%	3,280	
State Timber Excise Tax	18,722	23,718	36,500	64.98%	12,782	
Leasehold Excise Tax	735	1,779	7,000	25.41%	5,221	
Insurance Recovery	0	0	0	#DIV/0!	0	
Finance Charges	5,616	3,247	20,000	16.24%	16,753	
Other Non-Operating Revenues	0	1	0	#DIV/0!	(1)	
Cash Over/Short	0	(0)	0	#DIV/0!	0	
Total Non- Operating Revenue	272,682	301,879	1,057,400	28.55%	755,521	
Expenses						
Interest Exp - Local Fund	221	0	0	#DIV/0!	0	
Interest Exp - CERB	2,750	2,063	7,104	29.03%	5,042	
Interest Exp - 2005 Rev Ref Bond	21,750	14,957	57,974	25.80%	43,017	
Interest Exp - 2005 LTGO Bond	46,890	44,312	175,329	25.27%	131,018	
Interest Exp - 2006 LTGO Ref Bond	10,173	7,022	24,630	28.51%	17,608	
Interest Exp - 2010 LTGO Bond	49,736	47,854	190,735	25.09%	142,881	
Interest Exp - 2013 REV Bond	4,439	4,439	17,754	25.00%	13,316	
Bond Management Fees	300	130	1,200	10.83%	1,070	
Investment Fees	25	27	1,000	2.70%	973	
Election Expense	0	0	16,000	0.00%	16,000	
Total Non- Operating Expenses	136,284	120,803	491,726	24.57%	370,923	
Net Non-Operating Income(Loss)	136,398	181,076	565,674	32.01%	384,598	



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

Administration: (360) 385-0656

Operations: (360) 385-2355

Fax: (360) 385-3988

WARRANT/ELECTRONIC PAYMENT 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. 054472 through No. 054490 in the amount of \$98,903.73 and Electronic Payment in the amount of \$40,515.53, are approved for payment for a total amount of \$139,419.26 on this 11th day of May, 2015.

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
054485	5/1/2015	NOR020	Northwest Administrators, Inc. 4/30/2015	4/30/2015	27,858.60	0.00	27,858.60
054486	5/1/2015	PEJ001	Peninsula Credit Union 04/30/2015	4/30/2015	250.00	0.00	250.00
054487	5/1/2015	POR001	Auditor's Revolving Fund 4/30/15	4/30/2015	37,014.71	0.00	37,014.71
054488	5/1/2015	SPE010	James Speer 04302015	4/30/2015	250.00	0.00	250.00
054489	5/1/2015	TEA001	Teamsters Local 589 04302015	4/30/2015	1,201.00	0.00	1,201.00
054490	5/1/2015	WA0801	State of Washington HCA4/30/15	4/30/2015	16,069.42	0.00	16,069.42
Report Total:					82,643.73	0.00	82,643.73



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. 054491 through No. 054577, are approved for payment in the amount of \$185,799.89 on this 11th day of May, 2015.

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	
054491	5/11/2015	ADM002	Admiral Ship Supply Inc.					Check Entry Number: 001
			04/30/2015	4/30/2015	5,879.92	0.00	5,879.92	
054492	5/11/2015	AND080	Gregg Drilling/Gregg Marine					Check Entry Number: 001
			05052015	5/5/2015	23,762.04	0.00	23,762.04	
054493	5/11/2015	ARR010	Arrow Lumber Port Townsend					Check Entry Number: 001
			04/28/2015	4/28/2015	841.19	0.00	841.19	
054494	5/11/2015	BRA020	Kathleen Brace					Check Entry Number: 001
			04292015	4/29/2015	196.59	0.00	196.59	
054495	5/11/2015	BUR030	Burrows Bay Associates LLC					Check Entry Number: 001
			7481	4/29/2015	2,400.00	0.00	2,400.00	
054496	5/11/2015	CAI040	Al Cairns					Check Entry Number: 001
			04302015	4/30/2015	113.85	0.00	113.85	
054497	5/11/2015	CAR001	Carl's Building Supply					Check Entry Number: 001
			S04/30/201	4/30/2015	1,201.61	0.00	1,201.61	
054498	5/11/2015	CEN035	CenturyLink					Check Entry Number: 001
			04082015	4/8/2015	175.18	0.00	175.18	
054499	5/11/2015	CEN040	CENTURYLINK					Check Entry Number: 001
			1337289379	4/19/2015	2,783.69	0.00	2,783.69	
054500	5/11/2015	CIT001	City Of Port Townsend					Check Entry Number: 001
			S4/30/15	4/30/2015	8,620.29	0.00	8,620.29	
054501	5/11/2015	CIT010	City of Port Townsend					Check Entry Number: 001
			3144	4/23/2015	243.00	0.00	243.00	
054502	5/11/2015	CLA080	Michael Clausen					Check Entry Number: 001
			04/29/2015	4/29/2015	86.73	0.00	86.73	
054503	5/11/2015	CLI070	Brad Clinefelter					Check Entry Number: 001
			04/30/2015	4/30/2015	110.40	0.00	110.40	
054504	5/11/2015	COM050	CompuCom Systems, Inc					Check Entry Number: 001
			04/28/2015	4/28/2015	5,485.75	0.00	5,485.75	
054505	5/11/2015	COO050	Cooper Fuel & Auto Repair					Check Entry Number: 001
			S5/1/15	5/1/2015	2,566.09	0.00	2,566.09	
054506	5/11/2015	CRO001	Lawrence C Crockett					Check Entry Number: 001
			04/30/2015	4/30/2015	972.19	0.00	972.19	
054507	5/11/2015	DEL001	Delta Pollution Control, Inc					Check Entry Number: 001
			15916	4/15/2015	913.03	0.00	913.03	
054508	5/11/2015	DOU040	Lynda Douglas					Check Entry Number: 001
			04/30/2015	4/30/2015	110.32	0.00	110.32	
054509	5/11/2015	EDE005	Edensaw Woods, LTD					Check Entry Number: 001
			S4/30/15	4/30/2015	72.38	0.00	72.38	
054510	5/11/2015	ENO050	Randy Enomoto					Check Entry Number: 001
			05/03/2015	5/3/2015	52.00	0.00	52.00	
054511	5/11/2015	FAM001	Ferguson Enterprises #3007					Check Entry Number: 001
			S4/30/15	4/30/2015	56.34	0.00	56.34	
054512	5/11/2015	FER001	Ferrellgas					Check Entry Number: 001
			S4/26/15	4/26/2015	409.95	0.00	409.95	
054513	5/11/2015	FIS020	Fish N Hole					Check Entry Number: 001
			5563911	5/4/2015	6.84	0.00	6.84	
054514	5/11/2015	GOO002	Good Man Inc.					Check Entry Number: 001
			81634	5/1/2015	561.96	0.00	561.96	
054515	5/11/2015	GOO020	Goodstein Law Group					Check Entry Number: 001
			1201504	5/1/2015	2,413.20	0.00	2,413.20	
054516	5/11/2015	HAD001	Hadlock Building Supply					Check Entry Number: 001
			S4/25/15	4/25/2015	215.87	0.00	215.87	
054517	5/11/2015	HEN002	Henery Hardware					Check Entry Number: 001
			535308	3/30/2015	44.65	0.00	44.65	
			535335	3/30/2015	26.13	0.00	26.13	
			535377	3/30/2015	4.23	0.00	4.23	
			535407	3/31/2015	32.23	0.00	32.23	
			535427	3/31/2015	5.43	0.00	5.43	
			535437	3/31/2015	13.71	0.00	13.71	
			535564	4/1/2015	17.43	0.00	17.43	
			535667	4/2/2015	71.23	0.00	71.23	
			535682	4/2/2015	7.09	0.00	7.09	
			535693	4/2/2015	73.62	0.00	73.62	
			535730	4/3/2015	17.43	0.00	17.43	
			535741	4/3/2015	27.45	0.00	27.45	
			535757	4/3/2015	39.39	0.00	39.39	
			535794	4/3/2015	17.43	0.00	17.43	
			536012	4/6/2015	5.22	0.00	5.22	
			536036	4/7/2015	43.53	0.00	43.53	
			536062	4/7/2015	16.46	0.00	16.46	
			536088	4/7/2015	7.18	0.00	7.18	
			536279	4/9/2015	156.44	0.00	156.44	
			536353	4/9/2015	11.90	0.00	11.90	
			536379	4/10/2015	22.62	0.00	22.62	
			536603	4/13/2015	21.34	0.00	21.34	
			536703	4/14/2015	51.79	0.00	51.79	
			536843	4/15/2015	5.44	0.00	5.44	
			536977	4/16/2015	16.33	0.00	16.33	
			537022	4/16/2015	15.24	0.00	15.24	
			537060	4/17/2015	32.69	0.00	32.69	
			537062	4/17/2015	28.98	0.00	28.98	
			537070	4/17/2015	11.86	0.00	11.86	
			537085	4/17/2015	16.99	0.00	16.99	
			537345	4/20/2015	21.56	0.00	21.56	
			537359	4/20/2015	8.48	0.00	8.48	

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			537645	4/23/2015	39.17	0.00	39.17
			537646	4/23/2015	30.71	0.00	30.71
			537656	4/23/2015	19.59	0.00	19.59
			537698	4/23/2015	92.60	0.00	92.60
			537709	4/23/2015	57.17	0.00	57.17
			537757	4/24/2015	24.84	0.00	24.84
			537768	4/24/2015	32.69	0.00	32.69
			537777	4/24/2015	53.66	0.00	53.66
			537812	4/24/2015	28.33	0.00	28.33
			Check 054517 Total:		1,270.26	0.00	1,270.26
054518	5/11/2015	HEN006	Quicene Henery's Hardware S4/25/15	4/25/2015	32.45	0.00	32.45
							Check Entry Number: 001
054519	5/11/2015	HIL010	M. W. Hillman Consulting 05012015	5/1/2015	520.00	0.00	520.00
							Check Entry Number: 001
054520	5/11/2015	ICS001	ICS Support, Inc. 0054335-IN 0054454-IN	4/20/2015 4/30/2015	255.00 262.66	0.00 0.00	255.00 262.66
							Check Entry Number: 001
			Check 054520 Total:		517.66	0.00	517.66
054521	5/11/2015	JC0003	Jefferson County - Public Work 05042015	5/4/2015	516.64	0.00	516.64
							Check Entry Number: 001
054522	5/11/2015	KAE008	Kaeser & Blair Inc. 50226340	4/28/2015	764.62	0.00	764.62
							Check Entry Number: 001
054523	5/11/2015	KEN010	Kendrick Equipment LTD U2632 U2640	4/16/2015 4/23/2015	314.04 1,118.30	0.00 0.00	314.04 1,118.30
							Check Entry Number: 001
			Check 054523 Total:		1,432.34	0.00	1,432.34
054524	5/11/2015	KHI001	Terry Khile 05052015	5/6/2015	181.78	0.00	181.78
							Check Entry Number: 001
054525	5/11/2015	LES050	Les Schwab S4/30/15	4/30/2015	1,415.83	0.00	1,415.83
							Check Entry Number: 001
054526	5/11/2015	MAY040	Roger Maynard 04092015	4/9/2015	211.92	0.00	211.92
							Check Entry Number: 001
054527	5/11/2015	MCS050	Mc Squared, Inc 13753	4/29/2015	2,648.78	0.00	2,648.78
							Check Entry Number: 001
054528	5/11/2015	MIC040	Richard Mickel 04162015	4/16/2015	315.00	0.00	315.00
							Check Entry Number: 001
054529	5/11/2015	NEL001	Sue Nelson 04302015	4/30/2015	25.88	0.00	25.88
							Check Entry Number: 001
054530	5/11/2015	NOR002	Northwest Marine Trade Assn 88909	4/21/2015	425.00	0.00	425.00
							Check Entry Number: 001
054531	5/11/2015	NOR006	Dale Nordlund 04202015	4/20/2015	97.69	0.00	97.69
							Check Entry Number: 001
054532	5/11/2015	NWM010	NW Management Consulting, Inc. 165-3-3	5/5/2015	1,896.00	0.00	1,896.00
							Check Entry Number: 001
054533	5/11/2015	OES001	OESD 114 1415000980	5/1/2015	2,003.00	0.00	2,003.00
							Check Entry Number: 001
054534	5/11/2015	OLY002	SupplyWorks 333766368 333766376 334332012 334900610 334900628 335451647	4/1/2015 4/1/2015 4/8/2015 4/15/2015 4/15/2015 4/22/2015	408.43 178.43 318.60 315.54 181.87 512.74	0.00 0.00 0.00 0.00 0.00 0.00	408.43 178.43 318.60 315.54 181.87 512.74
							Check Entry Number: 001
			Check 054534 Total:		1,915.61	0.00	1,915.61
054535	5/11/2015	OLY003	Olympic Springs, Inc. S4/30/15	4/30/2015	10.85	0.00	10.85
							Check Entry Number: 001
054536	5/11/2015	PAC004	Pacific Office Equipment Co S04302015	4/30/2015	594.98	0.00	594.98
							Check Entry Number: 001
054537	5/11/2015	PAC050	Pacific Mobile Structures, Inc 050215-396	5/2/2015	242.53	0.00	242.53
							Check Entry Number: 001
054538	5/11/2015	PAY050	Joe Payne 04232015	4/23/2015	11.41	0.00	11.41
							Check Entry Number: 001
054539	5/11/2015	PEN004	Peninsula Floors & Furnishings S4/29/15	4/29/2015	917.89	0.00	917.89
							Check Entry Number: 001
054540	5/11/2015	PEN008	Peninsula Backflow Testing 294	2/25/2015	523.20	0.00	523.20
							Check Entry Number: 001
054541	5/11/2015	PEN030	Peninsula Paint Co. F0113765	4/20/2015	50.34	0.00	50.34
							Check Entry Number: 001
054542	5/11/2015	PET020	Peters Marine Services 327271	5/1/2015	65.40	0.00	65.40
							Check Entry Number: 001
054543	5/11/2015	PHI010	Philips Publishing Group 22984	5/1/2015	1,020.00	0.00	1,020.00
							Check Entry Number: 001
054544	5/11/2015	PIN010	Pinnacle Investigations Corp 46285	4/16/2015	43.00	0.00	43.00
							Check Entry Number: 001
054545	5/11/2015	PIV001	James M Pivarnik 03312015 04302015	3/31/2015 4/30/2015	87.40 113.28	0.00 0.00	87.40 113.28
							Check Entry Number: 001
			Check 054545 Total:		200.68	0.00	200.68
054546	5/11/2015	POR005	Port Townsend Leader S04/29/15	4/29/2015	94.00	0.00	94.00
							Check Entry Number: 001
054547	5/11/2015	POR006	Port Supply 4630	5/1/2015	25.03	0.00	25.03
							Check Entry Number: 001
054548	5/11/2015	POR007	Port Townsend Honda				Check Entry Number: 001

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			7861	4/30/2015	117.64	0.00	117.64
			7924	5/5/2015	59.67	0.00	59.67
			7925	5/5/2015	45.77	0.00	45.77
			Check 054548 Total:		223.08	0.00	223.08
054549	5/11/2015	POR025	Port Townsend Muffler & Fab. 11107	4/29/2015	127.10	0.00	127.10
							Check Entry Number: 001
054550	5/11/2015	PTM040	PT Marine Enterprises, LLC 0595	4/23/2015	179.85	0.00	179.85
							Check Entry Number: 001
054551	5/11/2015	PUD001	Pud District #1 S0415/15	4/15/2015	492.50	0.00	492.50
							Check Entry Number: 001
054552	5/11/2015	PUD005	PUD #1 of Jefferson County S4/29/15	4/29/2015	16,514.61	0.00	16,514.61
							Check Entry Number: 001
054553	5/11/2015	QUI001	Quill Corporation 3392343	4/16/2015	374.22	0.00	374.22
			3474399	4/20/2015	29.16	0.00	29.16
			3648629	4/24/2015	71.50	0.00	71.50
			Check 054553 Total:		474.88	0.00	474.88
							Check Entry Number: 001
054554	5/11/2015	QUI010	Quimper Mercantile 107900	4/22/2015	205.83	0.00	205.83
			108009	4/23/2015	220.55	0.00	220.55
			Check 054554 Total:		426.38	0.00	426.38
							Check Entry Number: 001
054555	5/11/2015	REI002	Reid Middleton Co 1504044	4/14/2015	6,135.08	0.00	6,135.08
							Check Entry Number: 001
054556	5/11/2015	SAF001	Safeway, Inc. S04182015	4/18/2015	1,329.32	0.00	1,329.32
							Check Entry Number: 001
054557	5/11/2015	SEC010	Security Services 89466	5/1/2015	164.00	0.00	164.00
							Check Entry Number: 001
054558	5/11/2015	SET015	Seton Construction 12615	4/20/2015	61,694.41	0.00	61,694.41
							Check Entry Number: 001
054559	5/11/2015	SHA030	Charlie Shaw 04302015	4/30/2015	87.75	0.00	87.75
							Check Entry Number: 001
054560	5/11/2015	SHA040	Michael Sharp 041002015	4/10/2015	96.87	0.00	96.87
							Check Entry Number: 001
054561	5/11/2015	SHO010	Shold Excavating Inc 31529	4/20/2015	319.70	0.00	319.70
			31531	4/20/2015	320.87	0.00	320.87
			31532	4/20/2015	956.48	0.00	956.48
			31586	4/28/2015	510.94	0.00	510.94
			31633	4/30/2015	200.02	0.00	200.02
			Check 054561 Total:		2,308.01	0.00	2,308.01
							Check Entry Number: 001
054562	5/11/2015	SIG020	Sign Station 1504031	5/6/2015	392.40	0.00	392.40
							Check Entry Number: 001
054563	5/11/2015	SKO000	Skookum Contract Services 9016464	5/4/2015	6,606.08	0.00	6,606.08
							Check Entry Number: 001
054564	5/11/2015	SOE001	Soehl Electronics S5/2/15	5/2/2015	39.21	0.00	39.21
							Check Entry Number: 001
054565	5/11/2015	STR015	Strait Floors Inc ST000705	4/13/2015	332.28	0.00	332.28
							Check Entry Number: 001
054566	5/11/2015	STU008	Stusser Electric Co 0929466921	4/22/2015	280.78	0.00	280.78
							Check Entry Number: 001
054567	5/11/2015	TUC050	Stephen Tucker 04302015	4/30/2015	10.87	0.00	10.87
							Check Entry Number: 001
054568	5/11/2015	TUR050	Bill Turner 04272015	4/27/2015	54.03	0.00	54.03
							Check Entry Number: 001
054569	5/11/2015	TWI001	Spectra Laboratories - Kitsap 15-02689	4/30/2015	707.50	0.00	707.50
							Check Entry Number: 001
054570	5/11/2015	UNI001	United Rentals Northwest, Inc. 1275728090	4/17/2015	1,125.52	0.00	1,125.52
							Check Entry Number: 001
054571	5/11/2015	VER001	Verizon Wireless, Bellevue 9744026680	4/15/2015	234.25	0.00	234.25
							Check Entry Number: 001
054572	5/11/2015	WAL045	Charles Walling 05042015	5/4/2015	36.00	0.00	36.00
							Check Entry Number: 001
054573	5/11/2015	WES006	Westbay Auto Parts, Inc. S4/25/15	4/25/2015	558.53	0.00	558.53
							Check Entry Number: 001
054574	5/11/2015	WIN003	Windridge Solutions 241	5/5/2015	3,450.00	0.00	3,450.00
							Check Entry Number: 001
054575	5/11/2015	WIN040	Thomas Winkler 04172015	4/17/2015	272.42	0.00	272.42
							Check Entry Number: 001
054576	5/11/2015	YAC060	Yachtzworks 04302015	4/30/2015	959.98	0.00	959.98
							Check Entry Number: 001
054577	5/11/2015	ZEE001	Zee Medical Service Co 68284059	4/21/2015	246.02	0.00	246.02
							Check Entry Number: 001
			Report Total:		185,799.89	0.00	185,799.89



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 \$6,927.81 on this 11th day of May, 2015.



For: Washington State, Department of Revenue
Combined Excise Tax Return – for **March, 2015** in the amount of **\$6,927.81**

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: 2:49 PM help 
My Account Home Account Activity List Server Suggestions Logout	

BOAT HAVEN FUEL DOCK 161-000-044

Confirmation

Confirmation Number	15341514
Tax Registration Number	161000044
Reporting Period	03/2015
Payment Type	EFT Debit
Date and Time Submitted	4/15/2015 2:48:58 PM
Date of Transfer	04/16/2015
Payment Amount	6,927.81
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

**March 2015
 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)	57,275.74	0.00	57,275.74	0.0150	859.14
0002	Retailing	60,705.22	46.62	60,658.60	0.00471	285.70
		117,980.96	46.62	117,934.34		1,144.84

Deductions

Deduction Code	Tax Classification	Deduction Name	Amount
000205	Retailing	Motor Vehicle Fuel Tax	46.62
			46.62

State Sales and Use Section

Taxes

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0001	Retail Sales	60,705.22	419.04	60,286.18	0.0650	3,918.60
		60,705.22	419.04	60,286.18		3,918.60

Deductions

Deduction Code	Tax Classification	Deduction Name	Amount
000119	Retail Sales	Motor Vehicle Fuel Sales	419.04
			419.04

Local Sales Section

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0045	1600	JEFFERSON COUNTY	612.11	0.0250	15.30
0045	1601	PORT TOWNSEND	59,674.07	0.0250	1,491.85
			60,286.18		1,507.15

Lodging Section

Transient Rental Income Information

Line Code	Location Code	Location Name	Income
0047	1601	PORT TOWNSEND	12,247.71
			12,247.71

Special Hotel/Motel Tax

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0070	1601	PORT TOWNSEND	12,247.71	0.0200	244.95
			12,247.71		244.95

Public Utilities Section

Taxes

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0060	Water Distribution	313.98	0.00	313.98	0.05029	15.79
0013	Other Public Service Business	5,009.14	0.00	5,009.14	0.01926	96.48
		5,323.12	0.00	5,323.12		112.27

Summary Section

	Amount
State Business and Occupation Tax Total	1,144.84
State Sales and Use Tax Total	3,918.60
Local and Regional Tax Total	1,507.15
Lodging Tax Total	244.95
Public Utilities Tax Total	112.27
E911 Tax Total	0.00
Other Tax Total	0.00
SubTotal	6,927.81
Less Total Credits	0.00
Total	6,927.81
Amount Paid	6,927.81
Balance	0.00

Additional Information

Confirmation Number	15341514	Date Printed	4/15/2015
Date and Time Submitted	4/15/2015 2:48:58 PM	Tax Registration Number	161-000-044
Payment Type	EFT Debit	Person Completing Return	Donna Frary
Total Amount Paid	6,927.81	Phone Number	(360)379-5217
Date To Transfer Payment	4/16/2015	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.**