



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  
Wednesday, May 27, 2015, 5:30 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 – May 11, 2015.....1-2
  - Approval of Special Meeting Minutes – May 19, 2015.....3
  - B. Approval of Warrants
- IV. Public Comments (not related to Agenda)
- V. Second Reading (action items)
- VI. First Reading (discussion only)
  - A. Bob Cunningham.....4
  - B. Townsend Bay Termination Agreement.....5-10
- VII. Potential Immediate Action Items (unanimous Commission approval required)
- VIII. Staff Comments
- IX. Public Comments
- X. Commissioner Comments
- XI. **Next Meeting: Wednesday, June 10, 2015 at 1:00 PM, Port Commission Building, 333 Benedict Street, Port Townsend, WA.**
- XII. Executive Session – (if called)
- XIII. Adjournment

**PORT COMMISSION MEETING-- May 11, 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  
Planning Analyst - Toews  
Attorney –McCarthy  
Minutes – Nelson

Excused: Auditor - Khile

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

II. APPROVAL OF AGENDA:

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

**Commissioner Clinefelter seconded the motion.**

**Motion carried by unanimous vote.**

III. CONSENT AGENDA (0:44):

- A. Approval of Meeting Minutes – April 22, 2015  
Approval of Workshop Minutes – April 22, 2015
- B. Operations Reports – March 2015
- C. Approval of Warrants

Warrant #054472 through #054490 in the amount of \$98,903.73 for Payroll & Benefits  
Electronic Payment in the amount of \$40,515.53 for Payroll & Benefits  
Warrant #054491 through #054577 in the amount of \$185,799.89 for Accounts Payable  
Electronic Payment in the amount of \$6,927.81 for Washington State Department of  
Revenue Combined Excise Tax Return for March 2015

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

**Commissioner Hanke seconded the motion.**

**Motion carried by unanimous vote.**

IV. PUBLIC COMMENTS (Not related to agenda) (1:03):

V. SECOND READING (Action Items):

A. Port Townsend Shipwrights Lease (1:09):

Mr. Crockett reported staff has had many meetings with Co-op members on the new lease. He added they have been a very professional group to work with.

Mr. Toews highlighted the changes made to the previously presented draft lease including the risk of loss of structures; potential for casualty; and, setting provisions that would permit early termination of the lease.

**Commissioner Tucker moved to authorize the Executive Director to execute the lease with the Port Townsend Shipwrights Co-op, as presented.**

**Commissioner Hanke seconded the motion.**

**Motion carried by unanimous vote.**

Mr. Toews added the date of the lease is dependent on the closing of the Townsend Bay sale to the Co-op.

VI. FIRST READING (Discussion Only):

A. Jefferson County International Airport – Engineer RFQ (6:45):

Mr. Crockett reported that only one firm submitted their packet in response to the RFQ and that was Reid Middleton, who has been on contract with the Port the past five years. He explained the FAA requires that the engineering contract is updated every five years. Staff will draft a contract, which will be presented by the end of the year, as there are no active projects at this time. Discussion occurred on the future paving project and FAA requirements.

B. Commission Building – Use Policy (12:05):

Mr. Crockett informed there have been many requests by different groups to use the Commission Building and staff would like direction from the commission on how they would like the building used. After discussion, the commissioners agreed the building may be used only by groups where a Port commissioner or staff member is a participant.

C. March 2015 Financials (18:55):

Mr. Crockett explained Ms. Khile was excused from this meeting. He added the Port is ahead in revenues and asked if there were any questions. The commissioners asked questions and for clarification on guest moorage and boatyard numbers, and yard revenues.

VII. POTENTIAL IMMEDIATE ACTION ITEMS):

VIII. STAFF COMMENTS (22:54):

Mr. Toews provided an update on Capital Planning and the Capital Facilities Plan based on inspections performed by the Port's engineer, Harold Andersen. He explained in a few months a more refined facilities plan will be presented to the commission that will include initial cost estimates and staffs attempts to utilize the Strategic Plan and matrix.

Mr. Pivarnik reported he just received the engineer's drawings for the boat ramp and the project should be out to bid this week, with bids due sometime towards the end of June.

Mr. Crockett stated he recently had a conference call on bond ratings with Moody's and should have those results in Tuesday or Wednesday.

He discussed the airport briefing he gave at the airport May 2.

Last, he announced he and Mr. Pivarnik are giving briefings at this week's WPPA Spring Meeting in Spokane.

Mr. Toews added he is in the process of submitting a follow-on grant application to the Boating Infrastructure Grant. The Port was encouraged to re-apply during the 2015 grant cycle, to request funding for the gap between the original requested grant amount and the amount awarded to the Port from the 2014 process.

IX. PUBLIC COMMENTS (35:32):

Bill Putney thanked Larry Crockett and Pete Hanke for their presentation at the airport.

George Yount discussed the Hood Canal Coordinating Council meeting he recently attended where the focus was climate change and adaptation. He expressed his concerns on the effects of sea level risings and storm surges on the Port. He also commented on the PT Moorage Tenants Union postings and the Auditor's Report.

X. COMMISSIONER COMMENTS (43:07):

Commissioner Clinefelter asked for an update on BMP enforcement actions. He then asked who the person was representing the Port of PT who was collecting fees at the Quilcene Yacht Club boat ramp during this past weekend's halibut opening.

Commissioner Tucker discussed the MRC meeting he attended last week. He informed that he and other volunteers set out "No Anchor" buoys. He also discussed the MRC's involvement in establishing natural Olympic oyster beds in Quilcene Bay that will help to reduce algae blooms.

XI. NEXT MEETING: Next regular meeting will be held Wednesday, May 27, 2015 at 5:30 PM in the Port Commission Building, 333 Benedict St, Port Townsend.

XII. EXECUTIVE SESSION:

The regular session recessed into Executive Session, at 1:51 PM to discuss real estate, pursuant to RCW 42.30.110 (c), duration of fifteen minutes with no decisions.

XIII. RECONVENING AND ADJOURNMENT OF REGULAR MEETING:

The meeting reconvened and adjourned at 2:09 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 SPECIAL MEETING– May 19, 2015**

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

I. CALL TO ORDER:

Commissioner Tucker called the meeting to order at 2:00 PM.

II. RECESS TO EXECUTIVE SESSION (2 hour session):

A. Finance Director Interviews, pursuant to RCW 42.20.110 (g)

Two candidates were interviewed for the Finance Director/Port Auditor position. No action taken.

III. RECONVENING OF SPECIAL SESSION:

Special meeting reconvened at 4:03 PM.

IV. NEXT REGULAR MEETING: Wednesday, May 27, 2015 at 5:30 PM, Commission Building, 333 Benedict Street, Port Townsend, WA.

V. ADJOURNMENT:

The meeting adjourned at 4:03 PM.

ATTEST:

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

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

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

**PORT OF PORT TOWNSEND**

**MEETING OF:**                   **May 27, 2015**

**AGENDA ITEM:**               **VI. First Reading**  
  **A. Bob Cunningham**

**BACKGROUND:**

Mr. Cunningham will present his idea for development plans to the commission.

**Executive Director's Recommendation:**

For discussion only.

**PORT OF PORT TOWNSEND**

**MEETING OF:** May 27, 2015

**AGENDA ITEM:** VI. First Reading  
B. Townsend Bay Lease Termination Agreement

**BACKGROUND:**

To be presented.

**Executive Director's Recommendation:**

For discussion only.

## LEASE TERMINATION AGREEMENT

This Lease Termination Agreement (the "Agreement") is entered into as of the \_\_\_\_ day of \_\_\_\_\_, 2015, by and between Townsend Bay Marine, LLC ("TBM") and the Port of Port Townsend ("Port" and, together with TBM, the "Parties").

### RECITALS

- A. TBM and the Port are parties to that certain Ground Lease dated June 8, 1999 (as amended, and together with that certain Hazardous Substances Warranty and Agreement (the "Hazardous Substances Agreement"), collectively, the "TBM Lease") relating to certain real property as legally described Exhibit A attached hereto;
- B. The initial term of the TBM Lease expires on June 7, 2024, and TBM has the option to extend said term for two (2) additional five (5) year periods;
- C. TBM has entered into that certain Agreement for Purchase and Sale of Assets dated as of March 25, 2015 (the "Purchase Agreement") with Port Townsend Shipwrights, Inc. ("PTS"), pursuant to which TBM intends to sell and PTS intends to purchase substantially all of TBM's assets, including, without limitation, the buildings owned by TBM which are located on the TBM Lease premises (the "Purchase and Sale Transaction");
- D. In connection with the Purchase and Sale Transaction, the Port and PTS are discussing terms of a new ground lease for the TBM Lease premises, to replace and supersede the TBM Lease (the "PTS Lease") upon closing of the Purchase and Sale Transaction;
- E. For the PTS Lease to be finalized, in addition to the other conditions precedent to closing of the Purchase and Sale Transaction, TBM and the Port must reach agreement with respect to early termination of the TBM Lease; and
- F. TBM and the Port wish to establish the terms and conditions under which early termination of the TBM Lease may occur;

NOW, FOR VALUABLE CONSIDERATION, and in reliance on the foregoing, the Parties agree as set forth below.

### AGREEMENT

1. Termination. Effective at 11:59 p.m. (Pacific Time) on the Effective Date, TBM and the Port agree that the TBM Lease shall terminate. On the Effective Date, TBM will quit the TBM Lease premises and, except for assets acquired by PTS pursuant to the Purchase Agreement, will cause all of TBM's personal property to be removed from the TBM Lease premises. As used herein, the "Effective Date" shall be the date on which closing of the Purchase and Sale Transaction has occurred, including, without limitation, receipt by TBM of all purchase proceeds of the Purchase and Sale Transaction in good and immediately available funds.

As partial consideration for TBM being relieved of further obligations under the TBM Lease, TBM will forfeit \$500 of its security deposit held by the Port, with the balance of said security deposit to be promptly refunded to TBM by the Port following the Effective Date.

2. Continued Performance. Until the Effective Date, TBM and the Port agree that each shall continue to perform its respective obligations contained in the TBM Lease, including, without limitation, TBM's continued obligation to pay rent through and until the Effective Date. If the Effective Date is other than the last day of the month, then the Parties agree that the rent attributable to that part of the month through the Effective Date shall be prorated, and any prepaid rent for the period after the Effective Date shall be promptly refunded to TBM.
3. Release. As of the Effective Date, TBM and the Port each hereby irrevocably release the other from any and all expenses, costs, charges, debts, obligations, liabilities, claims, demands and/or causes of action, of whatever kind or nature, now or in the future existing, whether known or unknown, arising out of or in any way connected with the TBM Lease, the TBM Lease premises, and/or TBM's occupancy and/or use thereof, except that:
  - a. TBM agrees that its obligation to indemnify, defend and hold harmless the Port pursuant to Section 7 of the Hazardous Substances Agreement, shall be a continuing obligation of TBM and shall survive termination of the TBM Lease; and
  - b. The Port agrees that its obligation to indemnify, defend and hold harmless TBM, its successors and assigns pursuant to Section 6 of the TBM Lease, shall be a continuing obligation of the Port and shall survive termination of the TBM Lease.
4. Failure of Condition Precedent. In the event that the Purchase and Sale Transaction does not close as described in Section 1 by September 1, 2015, for any reason or for no reason, TBM and the Port agree that this Agreement shall be null and void ab initio, and the TBM Lease shall continue in full force and effect in accordance with its terms as if this Agreement had never been executed.
5. Memorandum. This Agreement shall not be recorded. However, on or after the Effective Date, at the request of either Party, the Port and TBM will execute a short form memorandum hereof identifying the Parties, the TBM Lease premises and the Effective Date (the "Memorandum"), and either Party shall have the right to record the Memorandum with the Jefferson County Recorder's Office.
6. Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of the heirs, executors, administrators, legal representatives, successors and assigns of the Parties.
7. No Third-Party Beneficiaries. Nothing expressed or referred to in this Agreement will be construed to give any person or entity other than the Parties to this Agreement any legal or equitable right, remedy, or claim under or with respect to this Agreement or any provision of this Agreement. This Agreement and all of its provisions and conditions are for the sole and exclusive benefit of the Parties to this Agreement and their successors and permitted assigns.
8. Applicable Law, Venue and Legal Fees. This Agreement shall be governed by the laws of the State of Washington. Any dispute relating to this Agreement must be litigated in Port Townsend, Washington, with the substantially prevailing party entitled to recover its legal fees and costs.
9. Counterparts. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement and all of which, when taken together, will be deemed to constitute one and the same agreement.
10. Headings; Entire Agreement; Modification. The title and headings utilized in this Agreement are for convenience of reference only, are not substantive and may not be used to construe or interpret this Agreement. This document constitutes the entire agreement between the Parties and expressly supersedes



and negates any prior or contemporaneous agreements, whether written or oral, with respect to the subject matter hereof. This Agreement may not be modified or amended except by a writing signed by both Parties.

This Agreement is entered into as of the date first set forth above.

**TBM:**

TOWNSEND BAY MARINE, LLC

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**PORT:**

THE PORT OF PORT TOWNSEND

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF WASHINGTON )  
 )  
COUNTY OF JEFFERSON )

I certify that I know or have satisfactory evidence that \_\_\_\_\_ is the person who appeared before me, and said person acknowledged that he/she signed this instrument, on oath stated that he/she was authorized to execute the instrument and acknowledged it as the \_\_\_\_\_ of Townsend Bay Marine, LLC to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

WITNESS my hand and official seal the day and year in this certificate first above written.

\_\_\_\_\_  
Notary Public for \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Commission expires: \_\_\_\_\_

STATE OF WASHINGTON )  
 )  
COUNTY OF JEFFERSON )

I certify that I know or have satisfactory evidence that \_\_\_\_\_ is the person who appeared before me, and said person acknowledged that he/she signed this instrument, on oath stated that he/she was authorized to execute the instrument and acknowledged it as the \_\_\_\_\_ of the Port of Port Townsend to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

WITNESS my hand and official seal the day and year in this certificate first above written.

\_\_\_\_\_  
Notary Public for \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Commission expires: \_\_\_\_\_

## Exhibit A

### Legal Description

#### PARCEL A:

That portion of the First Supplemental Plat of Eisenbeis Addition to the City of Port Townsend, as per plat recorded in Volume 2 of Plats, page 24, records of Jefferson County, Washington, in the City of Port Townsend, and said Jefferson County, described as follows:

Commencing at a concrete monument marking the centerline intersection of Washington and Kearney Streets as said streets are shown on a map of L.B. Hastings Second Addition to Port Townsend, recorded in Volume 1 of Plats, page 29, records of Jefferson County, Washington;

Thence South 59° 27' 47" West, a distance of 1,172.00 feet to a concrete monument marking the centerline intersection of Washington and Benedict Streets, per said Plat of L.B. Hastings Second Addition;

Thence continuing South 59° 27' 47" West, a distance of 1,620.04 feet;

Thence North 30° 32' 13" West, a distance of 330.57 feet to the True Point of Beginning; Thence South 53° 33' 19" West, a distance of 94.37 feet;

Thence South 77° 59' 42" West, a distance of 51.84 feet; Thence North 87° 46' 10" West, a distance of 75.02 feet; Thence North 02° 14' 49" East, a distance of

13.99 feet; Thence North 89° 06' 53" West, a distance of 86.33 feet; Thence

North 02° 13' 56" East, a distance of 183.01 feet; Thence North 89° 06' 41"

East, a distance of 192.70 feet; Thence North 00° 53' 00" East, a distance of

73.71 feet; Thence South 88° 44' 29" East, a distance of 94.35 feet;

Thence South 02° 14' 00" West, a distance of 203.06 feet to the True Point of Beginning (Lease No. 35);

#### PARCEL B:

That portion of the First Supplemental Plat of Eisenbeis Addition to the City of Port Townsend, as per plat recorded in Volume 2 of Plats, page 24, records of Jefferson County, Washington, in the City of Port Townsend and said Jefferson County, described as follows:

Commencing at a concrete monument marking the centerline intersection of Washington and Kearney Streets as said streets are shown on a map of L.B. Hastings Second Addition to the City of Port Townsend, recorded in Volume 1 of Plats, page 29, records of Jefferson County, Washington;

Thence South 59° 27' 47" West, a distance of 1,172.00 feet to a concrete monument marking the centerline intersection of Washington and Benedict Streets, per said Plat of L.B. Hastings Second Addition;

Thence continuing South 59° 27' 47" West, a distance of 1,714.07 feet;

Thence North 30° 32' 13" West, a distance of 540.26 feet to a point on a north line of lease described in Jefferson County Auditor's Recording No. 345261 and the True Point of Beginning;

Thence North 00° 52' 47" East, a distance of 170.00 feet;

Thence South 89° 06' 40" East, a distance of 100.00 feet to the Northwest corner of Block 11 in said First Supplemental Plat of Eisenbeis Addition;

Thence South 00° 52' 46" West along the westerly line of said Block 11, a distance of 70.00 feet; Thence South 00° 52' 03"

West, a distance of 26.29 feet to an angel point on a north line of said lease; Thence South 00° 53' 00" West, a distance of 73.71

feet to an angel point on a north line of said lease; Thence North 89° 06' 41" West along a north line of said lease a distance of 100.00 feet to the True Point of Beginning.

All situate in the County of Jefferson, State of Washington.



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

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## 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. 054578 through No. 054590 in the amount of \$52,057.09 and Electronic Payment in the amount of \$19,907.47, are approved for payment for a total amount of \$71,964.56 on this 27th 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
054588	5/15/2015	PEJ001	Peninsula Credit Union				
			05/15/2015	5/15/2015	250.00	0.00	250.00
054589	5/15/2015	POR001	Auditor's Revolving Fund				
			5/15/15	5/15/2015	37,205.12	0.00	37,205.12
054590	5/15/2015	SPE010	James Speer				
			5/15/15	5/15/2015	250.00	0.00	250.00
			Report Total:		37,705.12	0.00	37,705.12

Check Entry Number: 001

Check Entry Number: 001

Check Entry Number: 001



Washington State Department of Retirement Systems  
**ELECTRONIC PAYMENTS**

[My Services](#)  
[Payment Advice List](#)  
[Help](#)  
[Exit](#)

**Completed Payment Advice**

Employer: PORT TOWNSEND PORT OF  
 Report Period: 05/2015  
 Retirement Due Date: 6/15/2015  
 Payment Status: Submitted ( 5/15/2015 2:22:22 PM by D. Frary )

Successfully Submitted

This is your completed payment advice. To print a paper copy for your records, click the 'Print' button. To save an electronic copy to a file, click the 'Save Copy to Disk' button.

System	Report Group / Invoice #	Amount		
<b>Deferred Compensation Program Payment</b>				
DCP	950			990.00
		Total Amount for DCP:		990.00
<b>Plan 1 Payments</b>				
PERS	3318			0.00
		Total Amount for Plan 1:		0.00
<b>Plan 2 Payments</b>				
PERS	3318			0.00
		Total Amount for Plan 2:		0.00
<b>Plan 3 Payments</b>				
		DB Employer	DC WSIB	DC Self
PERS	3318	0.00	0.00	0.00
		0.00	0.00	0.00
		Total Amount for Plan 3:		0.00
		Total Payment Amount:		<b>990.00</b>
		Scheduled Date of Payment (MM/DD/YYYY):		<b>5/19/2015</b>

**Employer Support Services**  
 1-800-547-6657 ext. 47200; or 360-664-7200  
[drsemployer@drs.wa.gov](mailto:drsemployer@drs.wa.gov)  
 Monday - Friday, 8:00 AM - 5:00 PM (PST)

TAXPAYER NAME: PORT OF PORT TOWNSEND

TIN: xxxxx1024

### Deposit Confirmation

Your payment has been accepted.

### Payment Successful

An EFT Acknowledgement Number has been provided for this payment. Please keep this number for your records.

### REMINDER: REMEMBER TO FILE ALL RETURNS WHEN DUE!

<b>EFT ACKNOWLEDGEMENT NUMBER:</b>	270553824587765
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#### PLEASE NOTE

Any amounts represented in the subcategories of Social Security, Medicare, and Income Tax Withholding are for informational purposes only.

Payment Information	Entered Data
<b>Taxpayer EIN</b>	xxxxx1024
<b>Tax Form</b>	941 Employers Federal Tax
<b>Tax Type</b>	Federal Tax Deposit
<b>Tax Period</b>	Q2/2015
<b>Payment Amount</b>	\$18,917.47
<b>Settlement Date</b>	05/18/2015
<b>Subcategories:</b>	
<b>1 Social Security</b>	\$8,867.86
<b>2 Medicare</b>	\$2,073.96
<b>3 Tax Withholding</b>	\$7,975.65



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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. 054591 through No. 054625, are approved for payment in the amount of \$44,160.48 on this 27th 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	
054591	5/27/2015	ALD050	Alden Associates					Check Entry Number: 001
			0068796-IN	5/5/2015	1,622.75	0.00	1,622.75	
054592	5/27/2015	BAN005	Bank of America					Check Entry Number: 001
			05/05/15	5/5/2015	3,627.40	0.00	3,627.40	
054593	5/27/2015	BOT070	Bottoms Up Marine Services Inc					Check Entry Number: 001
			05122015	5/12/2015	2,760.28	0.00	2,760.28	
054594	5/27/2015	CEN030	CenturyLink					Check Entry Number: 001
			05012015	5/1/2015	230.00	0.00	230.00	
054595	5/27/2015	CEN035	CenturyLink					Check Entry Number: 001
			05/05/2015	5/5/2015	1,093.20	0.00	1,093.20	
054596	5/27/2015	COO050	Cooper Fuel & Auto Repair					Check Entry Number: 001
			05/07/2015	5/7/2015	2,296.32	0.00	2,296.32	
054597	5/27/2015	DLH004	DLH Enviromental Consulting					Check Entry Number: 001
			5615-01	5/6/2015	1,282.72	0.00	1,282.72	
054598	5/27/2015	DMD005	DM Disposal Co. Inc.					Check Entry Number: 001
			3961054	5/1/2015	525.85	0.00	525.85	
			3963023	5/25/2015	51.60	0.00	51.60	
			3970109	5/25/2015	2,189.70	0.00	2,189.70	
			3970115	5/25/2015	96.29	0.00	96.29	
			3970116	5/25/2015	795.75	0.00	795.75	
			3970118	5/25/2015	47.09	0.00	47.09	
			3970122	5/25/2015	3,811.38	0.00	3,811.38	
			3970166	5/25/2015	272.94	0.00	272.94	
			Check 054598 Total:		7,790.60	0.00	7,790.60	
054599	5/27/2015	FIS020	Fish N Hole					Check Entry Number: 001
			5563921	5/13/2015	32.68	0.00	32.68	
054600	5/27/2015	HAN001	Hanson Electric					Check Entry Number: 001
			115249	5/7/2015	552.96	0.00	552.96	
054601	5/27/2015	HIG020	Highway Specialties LLC					Check Entry Number: 001
			1505419	5/20/2015	98.10	0.00	98.10	
054602	5/27/2015	ICS001	ICS Support, Inc.					Check Entry Number: 001
			0054608-IN	5/19/2015	306.00	0.00	306.00	
054603	5/27/2015	KLI060	Jan Klimas					Check Entry Number: 001
			05122015	5/12/2015	40.00	0.00	40.00	
054604	5/27/2015	KNO020	Ron Knoebel					Check Entry Number: 001
			050620015	5/6/2015	60.00	0.00	60.00	
054605	5/27/2015	LEA005	Leavitt Trucking Inc					Check Entry Number: 001
			05182015	5/18/2015	2,726.09	0.00	2,726.09	
054606	5/27/2015	LYN020	John Lynch					Check Entry Number: 001
			05192015	5/19/2015	76.11	0.00	76.11	
054607	5/27/2015	MUR002	Murrey's Disposal Co. Inc.					Check Entry Number: 001
			3978169	5/25/2015	34.15	0.00	34.15	
			3978237	5/25/2015	96.88	0.00	96.88	
			3978322	5/25/2015	198.32	0.00	198.32	
			Check 054607 Total:		329.35	0.00	329.35	
054608	5/27/2015	NWM010	NW Management Consulting, Inc.					Check Entry Number: 001
			165-3-4	5/19/2015	1,896.00	0.00	1,896.00	
054609	5/27/2015	PEN030	Peninsula Paint Co.					Check Entry Number: 001
			F0114480	5/11/2015	12.20	0.00	12.20	
			F0114483	5/11/2015	35.63	0.00	35.63	
			Check 054609 Total:		47.83	0.00	47.83	
054610	5/27/2015	PIN010	Pinnacle Investigations Corp					Check Entry Number: 001
			46693	5/19/2015	52.00	0.00	52.00	
054611	5/27/2015	POR001	Auditor's Revolving Fund					Check Entry Number: 001
			04/13/15	4/13/2015	206.84	0.00	206.84	
054612	5/27/2015	POR007	Port Townsend Honda					Check Entry Number: 001
			8107	5/20/2015	26.05	0.00	26.05	
054613	5/27/2015	PUD001	Pud District #1					Check Entry Number: 001
			05132015	5/13/2015	21.25	0.00	21.25	
054614	5/27/2015	PUD005	PUD #1 of Jefferson County					Check Entry Number: 001
			05072015	5/7/2015	13,812.47	0.00	13,812.47	
054615	5/27/2015	QUI001	Quill Corporation					Check Entry Number: 001
			3900575	5/4/2015	281.35	0.00	281.35	
			3987527	5/6/2015	94.01	0.00	94.01	
			3992449	5/6/2015	17.59	0.00	17.59	
			Check 054615 Total:		392.95	0.00	392.95	
054616	5/27/2015	ROT015	Roth Diving Services					Check Entry Number: 001
			001-15	5/19/2015	250.00	0.00	250.00	
054617	5/27/2015	SHO010	Shold Excavating Inc					Check Entry Number: 001
			31702	5/8/2015	305.20	0.00	305.20	
			31805	5/18/2015	62.02	0.00	62.02	
			Check 054617 Total:		367.22	0.00	367.22	
054618	5/27/2015	SOU055	Sound Publishing, Inc					Check Entry Number: 001
			720702	4/30/2015	813.20	0.00	813.20	
054619	5/27/2015	SPE001	SOS Printing					Check Entry Number: 001
			51645	5/14/2015	161.73	0.00	161.73	
			51646	5/14/2015	103.57	0.00	103.57	
			Check 054619 Total:		265.30	0.00	265.30	
054620	5/27/2015	TWE040	Sandra Tweed					Check Entry Number: 001
			05142015	5/14/2015	89.57	0.00	89.57	
054621	5/27/2015	WAS050	Washington Tractor Co					Check Entry Number: 001
			722803	5/5/2015	274.94	0.00	274.94	

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
054622	5/27/2015	WAT060	M.J. Watson 05112015	5/11/2015	45.00	0.00	45.00	Check Entry Number: 001
054623	5/27/2015	WAV040	Wave Broadband 04302015	4/30/2015	611.12	0.00	611.12	Check Entry Number: 001
054624	5/27/2015	WIL080	Luke Williams 05112015	5/11/2015	5.00	0.00	5.00	Check Entry Number: 001
054625	5/27/2015	WIM001	Wimactel, Inc 000134804	5/1/2015	59.18	0.00	59.18	Check Entry Number: 001
<b>Report Total:</b>					<u>44,160.48</u>	<u>0.00</u>	<u>44,160.48</u>	



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

Administration: (360) 385-0656

Operations: (360) 385-2355

Fax: (360) 385-3988

### ELECTRONIC DEBIT – Union Bank

We, the undersigned, as Commissioners and Auditing Officer of the Port of Port Townsend, in Jefferson County, Washington, do hereby certify under penalty of perjury that the obligation described below is a just and unpaid obligation of the Port of Port Townsend, and that the Electronic Debit from the Port Checking Account held at Union Bank is approved for payment in the amount of \$7,722.01 on this 27th day of May, 2015.



For: Washington State, Department of Revenue  
Combined Excise Tax Return – for April, 2015 in the amount of \$7,722.01

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

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

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

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

 <b>Electronic Filing – Washington State</b>	<b>E-file Time: 11:49 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	15553984
Tax Registration Number	161000044
Reporting Period	04/2015
Payment Type	EFT Debit
Date and Time Submitted	5/14/2015 11:49:02 AM
Date of Transfer	05/15/2015
Payment Amount	7,722.01
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

**April 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)	62,576.43	0.00	62,576.43	0.0150	938.65
0002	Retailing	62,819.00	20.83	62,798.17	0.00471	295.78
		<b>125,395.43</b>	<b>20.83</b>	<b>125,374.60</b>		<b>1,234.43</b>

**Deductions**

Deduction Code	Tax Classification	Deduction Name	Amount
000205	Retailing	Motor Vehicle Fuel Tax	20.83
			<b>20.83</b>

**State Sales and Use Section**

**Taxes**

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0001	Retail Sales	62,819.00	187.20	62,631.80	0.0650	4,071.07
0005	Use Tax	2,943.37	0.00	2,943.37	0.0650	191.32
		<b>65,762.37</b>	<b>187.20</b>	<b>65,575.17</b>		<b>4,262.39</b>

**Deductions**

Deduction Code	Tax Classification	Deduction Name	Amount
000119	Retail Sales	Motor Vehicle Fuel Sales	187.20
			<b>187.20</b>

**Local Sales Section**

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0045	1601	PORT TOWNSEND	62,631.80	0.0250	1,565.80
			<b>62,631.80</b>		<b>1,565.80</b>

**Local Use Section**

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0046	1601	PORT TOWNSEND	2,943.37	0.0250	73.58
			<b>2,943.37</b>		<b>73.58</b>

### Lodging Section

#### Transient Rental Income Information

Line Code	Location Code	Location Name	Income
0047	1601	PORT TOWNSEND	23,313.76
			<b>23,313.76</b>

#### Special Hotel/Motel Tax

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0070	1601	PORT TOWNSEND	23,313.76	0.0200	466.28
			<b>23,313.76</b>		<b>466.28</b>

### Public Utilities Section

#### Taxes

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0060	Water Distribution	426.64	0.00	426.64	0.05029	21.46
0013	Other Public Service Business	5,091.75	0.00	5,091.75	0.01926	98.07
		<b>5,518.39</b>	<b>0.00</b>	<b>5,518.39</b>		<b>119.53</b>

### Summary Section

	Amount
State Business and Occupation Tax Total	1,234.43
State Sales and Use Tax Total	4,262.39
Local and Regional Tax Total	1,639.38
Lodging Tax Total	466.28
Public Utilities Tax Total	119.53
E911 Tax Total	0.00
Other Tax Total	0.00
<b>SubTotal</b>	<b>7,722.01</b>
Less Total Credits	0.00
<b>Total</b>	<b>7,722.01</b>
<b>Amount Paid</b>	<b>7,722.01</b>
<b>Balance</b>	<b>0.00</b>

### Additional Information

Confirmation Number	15553984	Date Printed	5/14/2015
Date and Time Submitted	5/14/2015 11:49:02 AM	Tax Registration Number	161-000-044
Payment Type	EFT Debit	Person Completing Return	Donna Frary
Total Amount Paid	7,722.01	Phone Number	(360)379-5217
Date To Transfer Payment	5/15/2015	E-Mail Address	donna@portoft.com
Person Authorizing Payment	Donna Frary		