



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  
1<sup>st</sup> Monthly Regular Meeting Agenda  
Wednesday, July 8, 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 – June 23, 2015.....1-3
  - B. Operations Reports – June 2015.....4-6
  - C. Approval of Warrants
- IV. Public Comments (not related to Agenda)
- V. Second Reading (Action Items)
  - A. Resolution No. 627-15 – Appointing Auditing Officer.....7-8
  - B. Commercial Use of Boat Ramps/Facilities.....9
- VI. First Reading (discussion only)
  - A. 2016 Seattle Boat Show.....10-11
  - B. Best Management Practices (BMPs).....12
- VII. Potential Immediate Action Items (unanimous Commission approval required)
- VIII. Staff Comments
- IX. Public Comments
- X. Commissioner Comments
- XI. **Next Meeting:** Wednesday, July 22, 2015 at 5:30 PM in the Port Commission Building, 333 Benedict Street, Port Townsend, WA.
- XII. Executive Session (if called)
- XIII. Adjournment

## PORT COMMISSION MEETING– June 23, 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  
Finance Director – Berg  
Attorney – Lake, O'Malley  
Minutes – Nelson

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

Commissioner Tucker called the meeting to order at 5:30 PM.

### II. APPROVAL OF AGENDA:

Commissioner Tucker proposed moving from VI-First Reading: Item A-Resolution 626-15 - Appointing Investment Officer; and, Item C-Resolution 628-15 - BIG Authorization to Section VII-Potential Immediate Action, Item A and B.

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

**Commissioner Clinefelter seconded the motion.**

**Motion carried by unanimous vote.**

### III. CONSENT AGENDA (1:54):

A. Approval of Meeting Minutes – June 10, 2015  
Approval of Public Workshop Minutes – June 10, 2015

B. Approval of Warrants

Warrant #054705 through #054717 in the amount of \$51,424.74 for Payroll & Benefits  
Electronic Payment in the amount of \$19,449.45 for Payroll & Benefits  
Warrant #054718 through #054761 in the amount of \$49,547.67 for Accounts Payable  
Electronic Debit to Union Bank in the amount of \$10,121.32 for Washington State Dept.  
of Revenue Combined Excise Tax Return for May 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):

### V. SECOND READING (Action Items):

A. Townsend Bay Marine Lease Termination Agreement (2:15):

Mr. Crockett reminded this is the second reading. A short discussion ensued on details.

**Commissioner Tucker moved to approve the Townsend Bay Marine Lease Termination Agreement.**

**Commissioner Clinefelter seconded the motion.**

**Motion carried by unanimous approval.**

Mr. Crockett added the agreement would be signed effective upon closing of the sale.

### VI. FIRST READING (Discussion Only):

B. Resolution No. 627-15 – Appointing Auditing Officer (4:14):

Mr. Crockett explained this is the only position besides the Executive Director that the commission appoints. He recommended to the commission appointing new Finance Director, Abigail Berg. He then added this resolution would be on the next meeting agenda.

D. Boat Ramp Bid Results (5:00):

Mr. Crockett reported only two bids were received and were opened last Friday. Bidders were Orion Marine Construction out of Tacoma, bidding \$670,875 and Quigg Brothers from Aberdeen bidding \$670,350. He said both bids would be rejected since both are over the engineer's estimate. He explained there was confusion on the specs; the timing of the project; and, how going deeper in the water changed the price. Staff explained MC Squared will re-spec the project and it will go out for another formal bid process. Discussion ensued amongst the commission and staff on how to bring the project cost down and details of the contractor selection process.

In response to Commissioner Clinefelter's opinion that more factors need to be taken into consideration in the selection process due to the size of the project, Attorney Lake added that it is allowable to add more criteria in the bid documents; however, a process is required.

VII. POTENTIAL IMMEDIATE ACTION ITEMS) (17:36):

**Commissioner Tucker moved to place under Section VII-Potential Immediate Action: Item A, Resolution No. 626-15-Appointing an Investment Officer, and Item B, Resolution No. 628-15-BIG Authorization.**

**Commissioner Clinefelter seconded the motion.  
Motion carried by unanimous vote.**

A. Resolution No. 626-15 – Appointing Investment Officer:

**Commissioner Tucker moved to adopt Resolution No. 626-15, appointing Abigail Berg as Investment Officer as presented.**

**Commissioner Hanke seconded the motion.  
Motion carried by unanimous vote.**

B. Resolution No. 628-15 – Authorizing BIG (Boating Infrastructure Grant):

Mr. Crockett informed that RCO changed the application rules since the previous years application submittal, and in the Port's favor. He reminded that \$1.1M was awarded last year for the Point Hudson breakwater (which will not be distributed until the legislative session has ended) and we have the opportunity for a second go-around. He explained the amount staff is applying for is \$900K. He explained this resolution is a requirement in the grant application package, which is due July 10, 2015.

**Commissioner Hanke moved to adopt Resolution No. 628-15, authorizing the BIG application as presented.**

**Commissioner Tucker seconded the motion.  
Motion carried by unanimous vote.**

VIII. STAFF COMMENTS (20:26):

Attorney Lake introduced newly hired attorney to the Goodstein Law Group, Mr. Pat O'Malley.

Ms. Nelson informed that the July 8, 2015 commission meeting/workshop packets will not be available until Monday, July 6, due to Port offices being closed on Friday, July 3 for the Independence Day holiday.

Ms. Berg announced, it is great to be here. (Commissioner Tucker introduced Ms. Berg, as the Port's newly hired Finance Director, previously in the meeting.)

Mr. Crockett reported the second meeting on BMP issues with marine trades' workers will take place on Tuesday, June 30, 2015 at 9 AM in the Commission Building. Next, he announced he and Commissioner Tucker would attend tomorrow evening's City Town Hall meeting, as he is a member of the City's comp scheme committee and Commissioner Tucker is involved with the County's Comp Scheme committee. Last, Mr. Crockett informed the Commission would hold a Public Workshop on July 8, 2015 at 9:30 AM. On that agenda will be the beginning of workshops discussing the 2016 budget, and the continued discussion on fees to charge to commercial users of the boat ramps. He explained talks on the Strategic Plan would be held at another workshop sometime later in July when David Goldsmith is available.

IX. PUBLIC COMMENTS (26:35):

Ron Hayes expressed his concerns with the ramp bid, but said he is confident a way would be found to bring the cost down.

X. COMMISSIONER COMMENTS (27:50):

Commissioner Hanke stated he looks forward to the discussion on commercial ramp fees. He asked if there is commercial use happening at the Gardiner boat ramp and if that is allowed.

(Mr. Pivarnik said speaking of ramps, Charlie and John, Port maintenance staff, significantly repaired the Mats Mats boat ramp and it is now in good shape.)

Commissioner Tucker reported on the recent Energy Lunch meeting he attended and how the discussion was on electric boats. He said he was very excited when he learned Port tenant, Bob Cunningham was building an electric wood fishing boat here in our yard, for a Croatian.

XI. NEXT MEETING/PUBLIC WORKSHOP: Next regular meeting will be held Wednesday, July 8, 2015 at 1:00 PM, with a 9:30 AM public workshop, both in the Port Commission Building, 333 Benedict St, Port Townsend.

XII. EXECUTIVE SESSION:

None

XIII. ADJOURNMENT:

The meeting adjourned at 6:02 PM there being no further business to come before the Commission.

ATTEST:

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

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

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

# BOATHAVEN OPERATIONS REPORT/MOORAGE

MONTH: JUNE                      2015

DATE: 7/4/2015

MONTHLY PERMS: 378

MONTHLY GUESTS: 25

# OF SLIPS BY SIZE	OCCUPIED	empty	% occ.
25' <span style="float: right;">35</span>	34	1	97%
27' <span style="float: right;">11</span>	10	1	91%
30' <span style="float: right;">105</span>	103	2	98%
35' <span style="float: right;">24</span>	23	1	96%
40' <span style="float: right;">44</span>	42	2	95%
45' <span style="float: right;">41</span>	40	1	98%
50' <span style="float: right;">32</span>	31	1	97%
OVER 52' <span style="float: right;">7</span>	7	0	100%
TOTAL: <span style="float: right;">299</span>	291	9	AVG: 96%

LINEAR SPACE/FT	OCCUPIED	% OCCUPIED
LIMITED ACC. <span style="float: right;">1455</span>	1440	99%
TOTAL: <span style="float: right;">3806</span>	3656	AVG: 98%

	CURR	PREV MO	YTD
NIGHTLY GUESTS:	497	605	1942
CREDIT SYSTEM:	36	39	176
TEMP TIE UP:	35	3	50
FREE NIGHTS:	0	3	6
PTYC:	34	20	50
RAMP/DAILY:	115	250	401
RAMP/ANNUAL:	52	96	314
RAMP NOT PAID:	10	8	22

WAIT LISTS	
25' PLEA:	13
27' PLEA:	0
30' PLEA:	44
35' PLEA:	33
40' PLEA:	44
45' PLEA:	20
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	619	1070	MAY
JUNE	582	1667	749	1727	606	1603	520	1501	537	1607	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	955	2446	MAY
JUNE	713	2397	645	2354	910	2556	1015	2951	1036	3482	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	0	0%
SEASONAL RV'S	10 SITES	8 3	80%
UNDESIRABLE	1 SLIPS	0 3	0%

**STORAGE OPERATIONS REPORT**

**DATE: 7/4/2015**

June-15

	JUN 2012	JUN 2013	JUN 2014	JUN 2015	2012 YEAR TO DATE	2013 YEAR TO DATE	2014 YEAR TO DATE	2015 YEAR TO DATE	REMARKS
<b>HAUL-OUT</b>									
BOAT YARD - OUT	105	86	91	93	382	377	389	416	
BOAT YARD - IN	117	90	110	121	378	362	396	407	
67% RE-BLOCK	5	3	7	5	18	35	43	27	
40% INSPECTION	3	1	4	4	12	15	12	10	
OTHER	4	2	6	1	15	15	28	25	
<b>SUB TOTAL</b>	<b>234</b>	<b>182</b>	<b>218</b>	<b>224</b>	<b>805</b>	<b>809</b>	<b>868</b>	<b>885</b>	
<b>SHIP - OUT</b>									
SHIP - OUT	15	17	13	18	78	93	76	73	
SHIP - IN	24	15	15	14	80	80	82	68	
SHIP - RE-BLOCK	0	0	1	0	8	1	6	5	
SHIP-INSPECTION	0	0	1	0	0	3	4	1	
SHIP - OTHER	0	0	0	1	2	3	0	1	
<b>SUB TOTAL</b>	<b>39</b>	<b>32</b>	<b>29</b>	<b>33</b>	<b>168</b>	<b>180</b>	<b>168</b>	<b>148</b>	
<b>TOTAL</b>					<b>973</b>	<b>983</b>	<b>1036</b>	<b>1033</b>	

**STORAGE**

PTBH - START	77	80	85	86
PTBH - END	81	72	70	87
PTBH-O.P.P.	21	20	25	28
SHIP-START	18	17	17	18
SHIP-END	9	15	16	19
SHIP-O.P.P.	1	3	2	1
PERM/FREE FREE DAYS				

**OFF PORT PROPERTY**

gold star 9  
 stephens 0  
 fly-1  
 co-op 11  
 steedhead-1  
 TBM-5  
 TBM Ship-1

**JCIA OPERATIONS REPORT**

HANGERS	13	13	13	12
TIE DN - PAVED	2	2	2	2
TIE DN - GRASS	1	1	0	0
TIE DN - NIGHTLY	16	17	17	6
W/L - HANGERS	0	0	0	0

**PORT OF PORT TOWNSEND**

**MEETING OF:** July 8, 2015

**AGENDA ITEM:** V. Second Reading  
A. Resolution No. 627-15 –  
Appointing Auditor Officer

**BACKGROUND:**

Discussed at previous commission meeting.

**Executive Director's Recommendation:**

To appoint S. Abigail Berg as Port Auditor.



**RESOLUTION NO. 627-15**

**A Resolution of the Commission of the Port of Port Townsend**

**RESOLUTION RESCINDING RESOLUTION NO. 577-12  
AND AMMENDING RESOLUTION NO. 79-90**

**WHEREAS:** Resolution No. 79-90 establishes a need for the position of "Auditing Officer", defining the Authority and Duties of such Officer, and appoints an Auditing Officer, and;

**WHEREAS:** Resolution No. 577-12 is an Amendment to Resolution No. 79-90 appointing Ms. Amy J, Khile as Auditing Officer, and;

**WHEREAS:** Ms. Amy J, Khile resigned from the Port of Port Townsend;

**NOW, THEREFORE:** Effective July 8, 2015, Resolution No. 577-12 shall be rescinded and Resolution No. 79-90 shall be amended to show that Ms. S. Abigail Berg has been appointed as the Auditing Officer of the Port of Port Townsend until further notice.

**ADOPTED** this **8th day of July 2015** by the Commission of the **Port of Port Townsend** and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission duly affixed.

ATTEST:

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

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

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

APPROVED AS TO FORM:

\_\_\_\_\_  
Port Attorney, Goodstein Law Group, PLLC

**PORT OF PORT TOWNSEND**

**MEETING OF:** July 8, 2015

**AGENDA ITEM:** V. Second Reading  
B. Commercial Use of Boat Ramps/Facilities

**BACKGROUND:**

Commercial use of our ramps and adjacent areas has been discussed before. In the morning workshop, a proposal for charging for such use was discussed. Should the Commission wish to move on this topic they could do so now, as we have had a first reading quite some time ago.

**Executive Director's Recommendation:**

For discussion and direction as appropriate.

## PORT OF PORT TOWNSEND

**MEETING OF:** July 8, 2015

**AGENDA ITEM:** VI. First Reading  
A. 2016 Seattle Boat Show

### **BACKGROUND:**

The 2016 Seattle Boat Show will take place January 29 through February 6, 2016. The 2016 cost for booth space only remains the same as in 2015 (\$975). A 50% deposit is due by the end of August to hold space. Staff will brief the commission on 2015 show costs to help inform them if they would like to participate again in the 2016 show.

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

For discussion only.

Boat Show Expenses										
Employee	Hours	Gross Pay w/out Benefits	Mileage	Ferry	Parking	Meals	Boat Show Pass	Total		
Sean Smith	16R .50OT 17WOT	1111.40	212.75	51.80	35.00	3.71		1414.66		
Tami Ruby	8R 2OT	365.20	50.37	8.00	11.50	16.00		451.07		
Larry Crocket	8R	477.60	54.05	4.00	11.50	11.50		558.65		
Doug Lockhart	8W 1WOT 16R 1.5OT	935.55	134.55	37.90	23.00			1131.00		
John Green*	18R 2OT	535.08						535.08		
Charlie Shaw	8R 2OT	269.72	51.75	8.00	11.00	17.00		357.47		
Jim Pivarnik	8R	387.28	56.35					443.63		
Sam Berger*	8R 2OT	213.62						213.62		
Terry Khile	24R 3OT	903.12	172.50	24.00	34.50			1134.12		
TJ Quandt	24R 1.5OT	549.68	51.75	37.90	11.50	35.76		686.59		
Kristian Ferrero*	8R .5OT	150.59						150.59		
Rhonda Beytebiere	8W 1WOT	227.81	68.43	13.90	13.00	18.83	3.00	344.97		
Shannon Counsellor	10WOT	348.20	68.43	27.80	13.00	22.61		480.04		
Sue Nelson	9.5OT	374.40	52.90	8.00	11.50	15.11		461.91		
Total		6849.24	973.83	221.30	175.50	140.52	3.00	<b>8363.39</b>		

\* No Expense Sheet

Booth Space 975  
 Booth carpet & tables 402  
 13 extra staff badges 130  
 25 Guest tickets 75  
**TOTAL 1582**

**GRAND TOTAL ABOVE 9945.39**

Roundtrip Haulout ?  
 2 nts guest moorage ?

**PORT OF PORT TOWNSEND**

**MEETING OF:** July 8, 2015

**AGENDA ITEM:** VI. First Reading  
B. Best Management Practices (BMPs)

**BACKGROUND:**

Staff has conducted two sessions with local marine trades to go over our Best Management Practices and issues surrounding enforcement. A fee schedule seems to be an acceptable method of enforcement. The rules by which such a fee would be levied will be discussed.

**Executive Director's Recommendation:**

Establish a fee schedule for BMP violations.



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. 054762 through No. 054778 in the amount of \$96,715.30 and Electronic Payment in the amount of \$39,148.83, are approved for payment for a total amount of \$135,864.13 on this 8th day of July, 2015.

For: **Payroll and Benefits**

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

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

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

\_\_\_\_\_  
S. Abigail Berg, 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	
054773	7/1/2015	NOR020	Northwest Administrators, Inc. 07/2015	7/1/2015	26,592.30	0.00	26,592.30	Check Entry Number: 001
054774	7/1/2015	PEJ001	Peninsula Credit Union 06/30/2015	6/30/2015	250.00	0.00	250.00	Check Entry Number: 001
054775	7/1/2015	POR001	Auditor's Revolving Fund 06/30/2015	6/30/2015	36,024.77	0.00	36,024.77	Check Entry Number: 001
054776	7/1/2015	SPE010	James Speer 06/30/2015	6/30/2015	250.00	0.00	250.00	Check Entry Number: 001
054777	7/1/2015	TEA001	Teamsters Local 589 06/30/2015	6/30/2015	1,151.00	0.00	1,151.00	Check Entry Number: 001
054778	7/1/2015	WA0801	State of Washington 07/2015	7/1/2015	16,023.57	0.00	16,023.57	Check Entry Number: 001
Report Total:					<u>80,291.64</u>	<u>0.00</u>	<u>80,291.64</u>	

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>	270558343676885
------------------------------------	-----------------

**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>	\$18,490.12
<b>Settlement Date</b>	07/02/2015
<b>Subcategories:</b>	
<b>1 Social Security</b>	\$8,874.34
<b>2 Medicare</b>	\$2,075.40
<b>3 Tax Withholding</b>	\$7,540.38
<b>Account Number</b>	xxxxxx9173
<b>Account Type</b>	CHECKING
<b>Routing Number</b>	122000496
<b>Bank Name</b>	MUFG UNION BANK, NA

**POSTED**





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: 07/2015  
 Retirement Due Date: 8/15/2015  
 Payment Status: Submitted ( 7/1/2015 4:02:23 PM by D. Fray )

**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			790.00
				Total Amount for DCP: 790.00
<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
				<b>Total Payment Amount: 790.00</b>
				<b>Scheduled Date of Payment (MM/DD/YYYY): 7/3/2015</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)



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: 06/2015  
 Retirement Due Date: 7/15/2015  
 Payment Status: Submitted ( 7/1/2015 3:59:41 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			0.00
		Total Amount for DCP:		0.00
<b>Plan 1 Payments</b>				
PERS	3318			0.00
		Total Amount for Plan 1:		0.00
<b>Plan 2 Payments</b>				
PERS	3318			15,320.40
		Total Amount for Plan 2:		15,320.40
<b>Plan 3 Payments</b>				
		DB Employer	DC WSIB	DC Self
PERS	3318	2,272.52	828.78	663.26
		2,272.52	828.78	663.26
		Total Amount for Plan 3:		3,764.56
		Total Payment Amount:		<b>19,084.96</b>
		Scheduled Date of Payment (MM/DD/YYYY):		<b>7/3/2015</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)



**COPY - Submitted Invoice. Contains reconciliation/changes made by account.**

**Worldwide Headquarters • Columbus, Georgia 31999**  
**1.800.99.AFLAC (1.800.992.3522)**  
 aflac.com

Invoice Copy  
7/1/2015

Invoice Number: 722560  
 Account Number: RT272  
 Premium Due Date: 7/15/2015  
 Amount Billed: \$798.94  
 Amount Remitting: \$783.75  
 Billing Period: June

Account Name: PORT OF PORT TOWNSEND  
 Address: Attn Kathy Hawley  
 PO Box 1180  
 PORT TOWNSEND, WA 98368-0980

Date Prepared: 6/25/2015  
 Billing Frequency: MONTHLY

\*\* Highlighted lines indicate that the premium amount being remitted was adjusted and/or a Change Request was submitted for the employee.

Policy	Policy Type	CT	Dept.	Employee/Member #	Name	RM	Premium Due	Employee Sub-Total	Adjusted Premium	Adjusted Sub-Total	CR	
							\$37.57		\$37.57			
							\$51.48	\$89.05	\$51.48	\$89.05		
							\$34.19	\$34.19		\$0.00	T	
							\$23.80	\$23.80		\$0.00	T	
							\$23.80		\$23.80			
							\$33.70		\$33.70			
							\$32.76	\$90.26	\$32.76	\$90.26		
							\$82.55	\$82.55	\$82.55	\$82.55		
							\$80.86		\$80.86			
							\$47.58		\$47.58			
							\$49.40	\$177.84	\$49.40	\$177.84		
							\$64.40	\$64.40	\$64.40	\$64.40		
							\$57.60	\$57.60	\$57.60	\$57.60		
							\$23.80		\$23.80			
							\$26.90		\$26.90			
							\$7.90	\$58.60	\$7.90	\$58.60		
							\$43.03		\$43.03			
							\$17.42	\$60.45	\$17.42	\$60.45		
							\$23.80		\$23.80			
							\$36.40	\$60.20	\$36.40	\$60.20		
							\$0.00		\$42.80		N	
Total Amount Billed:							\$798.94	<b>Amt Due</b>	<b>\$783.75</b>			

LEGEND		
COVERAGE TYPE (CT)	REMARKS (RM)	CHANGE REQUEST (CR)
I = Individual F = Family S = Single-Parent Family P = Primary-Spouse	CV = Pending Conversion PA = Policy is Paid Ahead PC = Policy is Pending Conversion and is Paid Ahead	A = Add person to policy C = Cancel Coverage D = Deceased E = Unknown Insured-Remove F = Family Medical Leave H = Name Change I = Delete person from policy L = Non-Family Medical Leave M = Missed Deduction O = Other R = Retired T = No longer employed here W = Transfer to another account Y = Military Leave



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. 054779 through No. 054824, are approved for payment in the amount of \$90,157.56 on this 8th day of July, 2015.

For: **Accounts Payable**

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

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

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

\_\_\_\_\_  
S. Abigail Berg, 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	
054779	7/8/2015	A+E001	A+ Equipment Rentals, Inc					Check Entry Number: 001
			36298-1	6/8/2015	36.19	0.00	36.19	
			36481-1	6/18/2015	58.86	0.00	58.86	
			Check 054779 Total:		95.05	0.00	95.05	
054780	7/8/2015	A1S020	A-1 Services, Inc					Check Entry Number: 001
			1506021	6/19/2015	2,357.13	0.00	2,357.13	
054781	7/8/2015	ADM002	Admiral Ship Supply Inc.					Check Entry Number: 001
			05312015	5/31/2015	87.41	0.00	87.41	
054782	7/8/2015	ARR010	Arrow Lumber Port Townsend					Check Entry Number: 001
			06/28/2015	6/28/2015	183.93	0.00	183.93	
054783	7/8/2015	CAI040	AI Cairns					Check Entry Number: 001
			05312015	5/31/2015	47.73	0.00	47.73	
			06/30/2015	6/30/2015	380.97	0.00	380.97	
			Check 054783 Total:		428.70	0.00	428.70	
054784	7/8/2015	CAM010	CAMCAL Incorporated					Check Entry Number: 001
			33963	6/29/2015	128.29	0.00	128.29	
054785	7/8/2015	CAM070	Rachael Campbell					Check Entry Number: 001
			06/25/2015	6/25/2015	25.00	0.00	25.00	
054786	7/8/2015	CAR001	Carl's Building Supply					Check Entry Number: 001
			06/30/2015	6/30/2015	146.92	0.00	146.92	
054787	7/8/2015	CEN035	CenturyLink					Check Entry Number: 001
			06082015	6/8/2015	220.18	0.00	220.18	
054788	7/8/2015	CEN040	CENTURYLINK					Check Entry Number: 001
			1343437197	6/19/2015	2,803.73	0.00	2,803.73	
054789	7/8/2015	CLI070	Brad Clinefelter					Check Entry Number: 001
			06302015	6/30/2015	73.60	0.00	73.60	
054790	7/8/2015	COO050	Cooper Fuel & Auto Repair					Check Entry Number: 001
			087863	6/18/2015	3,131.10	0.00	3,131.10	
			087922	6/19/2015	243.58	0.00	243.58	
			087928	6/19/2015	904.10	0.00	904.10	
			Check 054790 Total:		4,278.78	0.00	4,278.78	
054791	7/8/2015	CRO001	Lawrence C Crockett					Check Entry Number: 001
			06302015	6/30/2015	140.40	0.00	140.40	
054792	7/8/2015	DEP020	Department of Commerce					Check Entry Number: 001
			06/25/2015	6/25/2015	58,250.00	0.00	58,250.00	
054793	7/8/2015	EDE005	Edensaw Woods, LTD					Check Entry Number: 001
			00296828-0	6/29/2015	30.51	0.00	30.51	
054794	7/8/2015	EDS030	Edson International					Check Entry Number: 001
			6595238	6/17/2015	317.23	0.00	317.23	
054795	7/8/2015	EVE055	Nancy Everds					Check Entry Number: 001
			06/19/2015	6/19/2015	622.92	0.00	622.92	
054796	7/8/2015	FUL040	J.C. Fulton					Check Entry Number: 001
			06/24/2015	6/24/2015	27.00	0.00	27.00	
054797	7/8/2015	GOO002	Good Man Inc.					Check Entry Number: 001
			82378	7/1/2015	561.96	0.00	561.96	
054798	7/8/2015	HAD001	Hadlock Building Supply					Check Entry Number: 001
			06/25/2015	6/25/2015	152.53	0.00	152.53	
054799	7/8/2015	HEN002	Henery Hardware					Check Entry Number: 001
			540755	5/26/2015	25.78	0.00	25.78	
			540759	5/26/2015	11.98	0.00	11.98	
			540979	5/28/2015	27.24	0.00	27.24	
			540982	5/28/2015	469.25	0.00	469.25	
			540987	5/28/2015	54.93	0.00	54.93	
			541010	5/28/2015	9.78	0.00	9.78	
			541072	5/28/2015	20.37	0.00	20.37	
			541104	5/29/2015	20.69	0.00	20.69	
			541109	5/29/2015	16.97	0.00	16.97	
			541115	5/29/2015	23.93	0.00	23.93	
			541494	6/2/2015	11.03	0.00	11.03	
			541497	6/2/2015	55.93	0.00	55.93	
			541542	6/3/2015	33.77	0.00	33.77	
			541681	6/4/2015	6.53	0.00	6.53	
			541788	6/5/2015	14.16	0.00	14.16	
			542187	6/9/2015	40.25	0.00	40.25	
			542189	6/9/2015	12.19	0.00	12.19	
			542231	6/10/2015	35.72	0.00	35.72	
			542294	6/10/2015	11.98	0.00	11.98	
			542330	6/10/2015	27.86	0.00	27.86	
			542379	6/11/2015	55.09	0.00	55.09	
			542707	6/15/2015	5.00	0.00	5.00	
			542733	6/15/2015	15.01	0.00	15.01	
			542822	6/16/2015	8.71	0.00	8.71	
			542873	6/16/2015	34.87	0.00	34.87	
			542942	6/17/2015	66.40	0.00	66.40	
			542968	6/17/2015	6.18	0.00	6.18	
			543123	6/18/2015	47.94	0.00	47.94	
			543213	6/19/2015	18.93	0.00	18.93	
			543412	6/22/2015	3.25	0.00	3.25	
			543428	6/22/2015	31.78	0.00	31.78	
			543574	6/23/2015	31.13	0.00	31.13	
			543622	6/24/2015	326.98	0.00	326.98	
			543742	6/25/2015	10.19	0.00	10.19	
			543811	6/25/2015	38.32	0.00	38.32	

Bank Code: W - WARRANTS PAYABLE							
Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
Check 054799 Total:					1,630.12	0.00	1,630.12
054800	7/8/2015	HEN006	Quilcene Henery's Hardware 06252015	6/25/2015	73.95	0.00	73.95
054801	7/8/2015	HIG020	Highway Specialties LLC 1506666	6/25/2015	32.70	0.00	32.70
054802	7/8/2015	KEN010	Kendrick Equipment LTD U2669	6/17/2015	171.68	0.00	171.68
054803	7/8/2015	M&P010	M&P Overhead Garage Doors 3333	6/23/2015	1,110.12	0.00	1,110.12
054804	7/8/2015	NEL001	Sue Nelson 06302015	6/30/2015	27.60	0.00	27.60
054805	7/8/2015	PEN030	Peninsula Paint Co. 06252015	6/25/2015	202.97	0.00	202.97
054806	7/8/2015	PET020	Peters Marine Services 327291	6/24/2015	65.40	0.00	65.40
054807	7/8/2015	POR005	Port Townsend Leader 06/27/2015	6/27/2015	67.50	0.00	67.50
054808	7/8/2015	POR006	Port Supply 8299	6/24/2015	305.16	0.00	305.16
054809	7/8/2015	PUD001	Pud District #1 06242015	6/24/2015	471.25	0.00	471.25
054810	7/8/2015	PUD005	PUD #1 of Jefferson County 06052015	6/5/2015	9,606.76	0.00	9,606.76
054811	7/8/2015	QUE030	Queensboro Shirt Co 1246359	5/30/2015	83.60	0.00	83.60
054812	7/8/2015	QUI001	Quill Corporation 5289809 5290071	6/22/2015 6/22/2015	207.99 68.55	0.00 0.00	207.99 68.55
Check 054812 Total:					276.54	0.00	276.54
054813	7/8/2015	SAF001	Safeway, Inc. 06/13/2015	6/13/2015	1,291.04	0.00	1,291.04
054814	7/8/2015	SMI002	David A Smith 06/21/2015	6/21/2015	40.00	0.00	40.00
054815	7/8/2015	SNO030	Laura Snodgrass 06302014	6/30/2015	311.65	0.00	311.65
054816	7/8/2015	SPE001	SOS Printing 51926	6/19/2015	70.85	0.00	70.85
054817	7/8/2015	STA005	Staples Credit Plan 06/15/2015	6/15/2015	207.93	0.00	207.93
054818	7/8/2015	STA030	The Station 06292015	6/29/2015	316.10	0.00	316.10
054819	7/8/2015	TER005	Terry's Lock & Safe 012615-232	1/26/2015	218.00	0.00	218.00
054820	7/8/2015	TWI001	Spectra Laboratories - Kitsap 15-04469	6/30/2015	69.00	0.00	69.00
054821	7/8/2015	VER001	Verizon Wireless, Bellevue 9747387489	6/15/2015	236.87	0.00	236.87
054822	7/8/2015	WAS003	Washington Public Ports Assn. 015-352 015387	6/7/2015 6/16/2015	300.00 200.00	0.00 0.00	300.00 200.00
Check 054822 Total:					500.00	0.00	500.00
054823	7/8/2015	WAS027	Washington Tourism Alliance 1601	6/29/2015	1,000.00	0.00	1,000.00
054824	7/8/2015	WES006	Westbay Auto Parts, Inc. 06/25/2015	6/25/2015	839.50	0.00	839.50
Report Total:					90,157.56	0.00	90,157.56