



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
1st Monthly Regular Meeting Agenda
Wednesday, September 9, 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 – August 26, 2015.....1-3
 - B. Operations Reports – August 2015.....4-6
 - C. Approval of Warrants
- IV. Public Comments (not related to Agenda)
- V. Second Reading (Action Items)
 - A. Contract Award for Boat Ramp Expansion.....7
 - B. 2016 Budget.....8
 - C. October 28, 2015 Meeting Date/Time Change.....9
- VI. First Reading (discussion only)
 - A. Acceptance of the AWOS Project Work.....10
- VII. Potential Immediate Action Items (unanimous Commission approval required)
- VIII. Staff Comments
- IX. Public Comments
- X. Commissioner Comments
- XI. **Next Meeting:** Wednesday, September 23, 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-- August 26, 2015

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

Present: Commissioners – Tucker and Clinefelter
Executive Director – Crockett
Deputy Director - Pivarnik
Auditor – Berg
Attorney – 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:

Proposed additions to the agenda include VI – First Reading, Item D – Boat Ramp Bid Opening and Item E – October 28, 2015 Meeting Date and/or Time Change.

Commissioner Clinefelter moved to approve the Agenda as amended.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA:

A. Approval of Meeting Minutes – August 12, 2015
Approval of Public Workshop Minutes – August 12, 2015

B. Approval of Warrants

Warrant #054982 through #054994 in the amount of \$60,532.49 for Payroll & Benefits and Airport Liability Insurance

Electronic Payment in the amount of \$18,361.01 for Payroll & Benefits

Warrant #054995 through #055034 in the amount of \$166,611.63 for Accounts Payable

Electronic Payment in the amount of \$11,592.91 for WA State Department of Revenue

Combined Excise Tax Return for July 2015

Commissioner Tucker moved to approve the Consent Agenda as presented.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda) (1:12):

Linda Herzog discussed the Quilcene Waste Water System project, the letter of support from the Port Commissioners to the County Commissioners, and a meeting she had with Jim Parker at PUD. She said she has still seen no action from County Administrator Morley. Mr. Crockett reported Mr. Morley called him and asked for an update on the Quilcene project and that he would like to have a meeting with the Port, PUD and Ms. Herzog. Discussions indicated frustration with the County.

V. SECOND READING (Action Items):

A. 2016 Budget and Capital Facilities Plan (7:33):

Mr. Crockett said there are a number of items on the budget to share. He reported that he, Mr. Pivarnik and Mr. Aase met with Port Engineer, Harold Andersen recently on the Capital Facilities planning. Mr. Andersen has most of the numbers in for Boat Haven and Point Hudson only, with a rough estimate of \$20M in maintenance/repair costs. Mr. Crockett added the airport, Quilcene and the boat ramps have yet to be completed. He said once the plan is complete, the cost to include all properties and facilities is estimated at \$40M. He reminded that at the February 11, 2015 commission meeting it was discussed that all data should be available in October but would take an additional few months beyond that for the finalized plan.

Ms. Berg presented a "Profit Center Analysis of Port's Activities", based on the 2014 Annual Report and Debt Service Schedule. She explained this document details the debt service, including the principal portion, information on the actual cash transactions for the year, revenues, payments, debt service payments, and depreciation.

Mr. Pivarnik explained he recently worked numbers related to the salary survey with Ms. Berg. He reported that next year the Union contract salary increases will total \$44K, but if the salary survey is followed 100%, it would cost an additional \$205K per year, plus the \$44K - the Port would be looking at an increase of a quarter million dollars in salaries. If the commission chooses to split the salary increases over a period of three years, as was done in the past, it would cost the Port an additional \$112,271 per year.

Mr. Crockett announced the budget would be discussed further at the September 9, 2015 Public Workshop.

VI. FIRST READING (Discussion Only):

A. Banking Institution Reductions (23:04):

Ms. Berg stated this basically is an FYI to the commission. She explained that due to the changes in credit card requirements, effective October 1, 2015, the Port needs the new credit card readers to read the new micro-chipped cards. The Port may use a financial institution of their choosing. Ms. Berg reported that currently the Port banks with the County and four different banks. The County serves as the Port Treasurer and Ms. Berg will consolidate the four banks to two – Kitsap Bank and US Bank. (US Bank is the only bank in Quilcene for Quilcene transactions, thus the need for two banks.)

B. Fort Worden Bluff Stabilization (24:37):

Mr. Crockett reported on a call he received from WA State Parks on a bluff stabilization project at Fort Worden. They will be installing sheet pilings along the face of the bluff. Parks will also be replacing all or a significant portion of the stairs on the Port's property. They also request access from the Port's beach for this project. Mr. Crockett stated the project could start in six months and would take one year for completion.

C. Personnel Survey (26:37):

Mr. Crockett discussed a survey he handed to commissioners, originally developed by Mr. Toews. Staff's idea is to hire Ross Ardrey to help finalize the survey, and then conduct the anonymous individual surveys within a two-week period. Cost estimate for this is \$6K.

D. Boat Ramp Bid Opening (29:50):

Mr. Pivarnik reported that two bids were received today by 1:00 PM and were opened immediately after. Quigg Brothers Construction of Aberdeen bid \$531,000 and Neptune Marine out of Anacortes bid \$412,750. He added the project estimate was \$450K with the grant amount to the Port at \$340K. Staff will perform due diligence on Neptune, the apparent low bidder.

Mr. Crockett added that the floats are not included in the price. The cost, including delivery is \$30K, this being the lowest price received so far.

E. October 28, 2015 Meeting Date and/or Time Change (34:10):

Mr. Crockett announced the Northwest Marine Trades Association annual Boatyard & Marina Conference conflicts with the October 28 Commission Meeting, as it begins early that evening. Options are to keep the same date and change the start time, or move the meeting to another date. This will come back for a decision at the September 9 meeting.

VII. POTENTIAL IMMEDIATE ACTION ITEMS):

None.

VIII. STAFF COMMENTS (35:22):

Ms. Berg informed she is busy working on the budget and with revenues and is also in the process of separating maintenance and environmental fees.

Mr. Pivarnik spoke about the "amazing" tribute to Ted Pike earlier today and the large turnout.

He then provided an update on the stormwater cleaning project. He said Phoenix Environmental (P.E.) did a great job, delivering the cleaned stormwater to the City sewer system. Mr. Pivarnik explained the job was budgeted for three days but P.E. stopped work after five, as the amount of stormwater in the vaults was underestimated. Original estimate was 62K gallons and by the end of the fifth day, 107K of water had been pumped. 50 cubic yards of sediment had been removed. P.E. estimates there is another 25% more water and sediment to be removed. The Port has through the month of October to complete this task. Mr. Pivarnik said he would check to see if the Port is required to obtain three bids from companies on the Small Works Roster, or if staff can rehire Phoenix Environmental to complete the job.

Commissioner Clinefelter expressed his concern that a rain event would delay the job. Mr. Pivarnik replied that Maintenance Manager Aase has a good plan in case of inclement weather.

Mr. Crockett informed he would attend the North Olympic Development Council meeting in Sequim tomorrow.

IX. PUBLIC COMMENTS:

None.

X. COMMISSIONER COMMENTS (42:58):

Commissioner Tucker discussed the recent Jefferson Energy Lunch Meeting where they hosted a speaker from Germany who spoke about renewable energy.

Commissioner Clinefelter asked if any commissioners or Port staff would be attending the September WPPA Environmental Meeting. He suggested Environmental Office Cairns attend if he is available.

XI. NEXT MEETING & WORKSHOP: Next regular meeting will be held Wednesday, September 9, 2015 at 1:00 PM, with the Public Workshop preceding at 9:30 AM in the Port Commission Building, 333 Benedict St, Port Townsend.

XII. EXECUTIVE SESSION:

None.

XIII. ADJOURNMENT:

The meeting adjourned at 6:16 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

BOATHAVEN OPERATIONS REPORT/MOORAGE

MONTH: AUGUST 2015

DATE: 9/3/2015

MONTHLY PERMS: 370

MONTHLY GUESTS: 22

# OF SLIPS BY SIZE	OCCUPIED	empty	% occ.
25' <u>35</u>	<u>35</u>	0	100%
27' <u>11</u>	<u>10</u>	1	91%
30' <u>105</u>	<u>103</u>	2	98%
35' <u>24</u>	<u>23</u>	1	96%
40' <u>44</u>	<u>42</u>	2	95%
45' <u>41</u>	<u>40</u>	1	98%
50' <u>32</u>	<u>31</u>	1	97%
OVER 52' <u>7</u>	<u>7</u>	0	100%
TOTAL: <u>299</u>	<u>291</u>	8	AVG: 97%

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

	CURR	PREV MO	YTD
NIGHTLY GUESTS:	795	799	3536
CREDIT SYSTEM:	42	39	257
TEMP TIE UP:	38	42	130
FREE NIGHTS:	0	4	10
PTYC:	52	45	147
RAMP/DAILY:	93	420	914
RAMP/ANNUAL:	32	59	406
RAMP NOT PAID:	10	9	41

WAIT LISTS	
25' PLEA:	<u>15</u>
27' PLEA:	<u>0</u>
30' PLEA:	<u>55</u>
35' PLEA:	<u>33</u>
40' PLEA:	<u>48</u>
45' PLEA:	<u>21</u>
50' PLEA:	<u>18</u>
OVER 52':	<u>9</u>
OVERWID	<u>0</u>
30' COMM.	<u>0</u>
40' COMM.	<u>0</u>
50' COMM:	<u>1</u>

TOTAL OCCUPANCY %: 97%

Port of Port Townsend

POINT HUDSON MARINA & RV PARK

MONTHLY OCCUPANCY REPORT & 5 YEAR COMPARISON

2015

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	1018	2625	JULY
AUG	1131	3877	1178	3940	1188	3880	996	3490	1033	3658	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	1202	4684	JULY
AUG	1257	4869	1300	4901	1293	5124	1228	5348	1287	5971	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	40	42	100%
COMMERCIAL MOORAGE	850	FEET	745	745	88%
SEASONAL MOORAGE	32	SLIPS	0	0	0%
SEASONAL RV'S	10	SITES	0	3	0%
UNDESIRABLE	1	SLIPS	3	2	300%

STORAGE OPERATIONS REPORT								DATE:	9/4/2015
August-15									
	AUG 2012	AUG 2013	AUG 2014	AUG 2015	2012 YEAR TO DATE	2013 YEAR TO DATE	2014 YEAR TO DATE	2015 YEAR TO DATE	REMARKS
HAUL-OUT									
BOAT YARD - OUT	80	76	82	74	541	536	561	568	
BOAT YARD - IN	84	75	81	75	554	515	574	562	
67% RE-BLOCK	2	5	7	5	24	42	52	37	
40% INSPECTION	7	6	1	0	21	26	24	15	
OTHER	2	0	2	4	18	17	31	33	
SUB TOTAL	175	162	173	158	1158	1136	1242	1215	
SHIP - OUT									
SHIP - OUT	9	7	6	10	97	109	93	88	
SHIP - IN	10	9	7	8	97	102	103	85	
SHIP - RE-BLOCK	2	0	0	0	10	1	7	6	
SHIP-INSPECTION	0	1	0	0	0	4	4	2	
SHIP - OTHER	0	0	0	0	2	5	0	2	
SUB TOTAL	21	16	13	18	206	221	207	183	
TOTAL	196	178	186	176	1364	1357	1449	1398	
STORAGE					OFF PORT PROPERTY				
PTBH - START	70	74	68	68	FLY - 1				
PTBH - END	66	78	67	69	GOLD STAR - 7				
PTBH-O.P.P.	20	18	25	22	HAVEN - 1				
SHIP-START	8	11	14	11	PT CO-OP - 8				
SHIP-END	8	9	13	13	DAY BOATS -				
SHIP-O.P.P.	1	1	1	1	TBM - SHIP 1 SM 2				
					STEPHENS - 0				
					CUNNINGHAM - 1				
					STEELHEAD - 1				
Longterm Storage	21	24	22	22					
BOATS									
JCIA OPERATIONS REPORT									
HANGERS	13	13	13	13					
TIE DN - PAVED	2	2	2	2					
TIE DN - GRASS	1	1	0	0					
TIE DN - NIGHTLY	13	19	33	12					
W/L - HANGERS	2	0	0	0					

PORT OF PORT TOWNSEND

MEETING OF: September 9, 2015

AGENDA ITEM: V. Second Reading
A. Contract Award for Boat Ramp Expansion

BACKGROUND:

As you are aware, staff opened bids for the Boat Haven Boat Ramp Expansion project before the last Commission meeting. There were two bids received, one from Neptune Marine Construction out of Anacortes and the second from Quigg Brothers Construction of Aberdeen. The low bidder was Neptune Marine with a bid of \$412,750 plus tax. Staff has checked references and met with the contractor to establish a construction schedule for the project. This project is slated to begin mid-October and last about 6 weeks. We have included a copy of the contract in Dropbox for your review. As of last week all permits except City building permits have been received. Building permits should be completed by mid-September. For your information, the City is not asking for additional developments standards.

Executive Director's Recommendation:

Authorize Executive Director to execute a contract with Neptune Marine Construction.

PORT OF PORT TOWNSEND

MEETING OF: September 9, 2015

AGENDA ITEM: V. Second Reading
B. 2016 Budget

BACKGROUND:

Continued 2016 budget discussions.

Executive Director's Recommendation:

For discussion and direction as appropriate.

PORT OF PORT TOWNSEND

MEETING OF: September 9, 2015

AGENDA ITEM: V. Second Reading
C. October 28, 2015 Meeting Date/Time Change

BACKGROUND:

The 2015 Northwest Marine Trade Association's (NMTA) Boatyard & Marina Conference conflicts with this meeting, which starts in the early evening of the 28th. Would the commissioners prefer to change the date or keep the date and change the start time?

Executive Director's Recommendation:

For discussion and direction.

PORT OF PORT TOWNSEND

MEETING OF: September 9, 2015

AGENDA ITEM: VI. First Reading
A. Acceptance of the AWOS Project Work

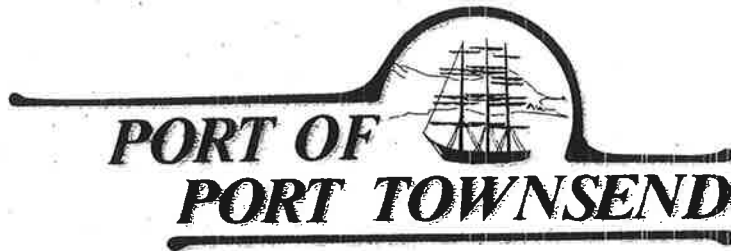
BACKGROUND:

In accordance with RCW 60.28.051 – Duties of disbursing officer upon completion of contract, I have notified the Department of Revenue, Employment Security Department and the Department of Labor and Industries that this project has been completed and requested a release from those state agencies which will allow me to disburse the contract retainage to the general contractor, Christensen, Inc.

Further, in accordance with RCW 39.08.030 – Conditions of Bond – Notice of Claim – Action on Bond – Attorney's fees, the governing body, Port Commission, is required to officially accept the project completion.

Executive Director's Recommendation:

We are requesting the Commission officials accept the completed work of the AWOS project.



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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. 055035 through No. 055049 in the amount of \$96,493.64 and Electronic Payment in the amount of \$44,438.01, are approved for payment for a total amount of \$140,931.65 on this 9th day of September, 2015.

For: **Payroll and Benefits**
Airport Liability Insurance

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
055044	8/31/2015	NOR020	Northwest Administrators, Inc.				Check Entry Number: 001
			08/31/2015	8/31/2015	26,592.30	0.00	26,592.30
055045	8/31/2015	PEJ001	Peninsula Credit Union				Check Entry Number: 001
			08/31/2015	8/31/2015	250.00	0.00	250.00
055046	8/31/2015	POR001	Auditor's Revolving Fund				Check Entry Number: 001
			08/31/2015	8/31/2015	39,241.46	0.00	39,241.46
055047	8/31/2015	SPE010	James Speer				Check Entry Number: 001
			08/31/2015	8/31/2015	250.00	0.00	250.00
055048	8/31/2015	TEA001	Teamsters Local 589				Check Entry Number: 001
			08/31/2015	8/31/2015	1,194.00	0.00	1,194.00
055049	8/31/2015	WA0801	State of Washington				Check Entry Number: 001
			08/31/2015	8/31/2015	16,069.29	0.00	16,069.29
Report Total:					83,597.05	0.00	83,597.05

Manual Check and Payment Register
 Journal Posting Date: 8/31/2015
 Register Number: MC-000064

Port of Port Townsend (PTA)

Bank: K KITSAP BANK						
Check Number/ Invoice Number	Check Date Invoice Date	Vendor Number Invoice Amount		Discount	Distribution Amount	Check Amount
W00015 CKW0001501	8/31/2015	AFL010 AFLAC				783.75
	8/31/2015	783.75		0.00		
	G/L Account: 213-6200-00	EMPLOYEE DEDUCTION - INSURANCE			783.75	
W00016 CKW0001601	8/31/2015	WA0302 State of Washington				1,040.00
	Check Comment: Deferred Comp					
	8/31/2015	1,040.00		0.00		
	G/L Account: 213-5500-00	EE DEFERRED COMP PAYABLE			1,040.00	
W00017 CKW0001701	8/31/2015	INT030 Internal Revenue Service				18,837.90
	Check Comment: 8/16 - 8/31/15 941 Tax					
	8/31/2015	18,837.90		0.00		
	G/L Account: 213-6000-00	PAYROLL TAXES PAYABLE			18,837.90	
W00018 CKW0001801	8/31/2015	WA1801 State of Washington				23,776.36
	Check Comment: PERS Retirement					
	8/31/2015	23,776.36		0.00		
	G/L Account: 213-5400-00	PERS PLAN II PAYABLE			6,954.06	
	G/L Account: 213-5450-00	PERS PLAN III PAYABLE			1,439.17	
	G/L Account: 781-2400-30	EE BENEFITS - HCA / DRS			15,383.13	
	Check W00018 Total:	23,776.36		0.00	23,776.36	23,776.36
	Bank K Total:	44,438.01		0.00	44,438.01	44,438.01
	Report Total:	44,438.01		0.00	44,438.01	44,438.01



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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. 055050 through No. 055099, are approved for payment in the amount of \$154,309.18 on this 9th day of September, 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
055050	9/9/2015	ALL025	Alliant Insurance Services				
			375368	8/19/2015	55,543.00	0.00	55,543.00
			375553	8/19/2015	1,650.00	0.00	1,650.00
			Check 055050 Total:		57,193.00	0.00	57,193.00
055051	9/9/2015	ALL070	All Weather, Inc.				
			61717	8/26/2015	1,962.00	0.00	1,962.00
055052	9/9/2015	BRO040	Brother's Plumbing, Inc				
			47581	8/19/2015	150.42	0.00	150.42
055053	9/9/2015	CAI040	Al Cairns				
			08312015	8/31/2015	131.23	0.00	131.23
055054	9/9/2015	CAR001	Carl's Building Supply				
			08/31/2015	8/31/2015	984.05	0.00	984.05
055055	9/9/2015	CEN040	CENTURYLINK				
			1349483940	8/19/2015	2,823.52	0.00	2,823.52
055056	9/9/2015	CIT001	City Of Port Townsend				
			08/31/2015	8/31/2015	12,547.14	0.00	12,547.14
055057	9/9/2015	CLI070	Brad Clinefelter				
			08/31/2015	8/31/2015	119.60	0.00	119.60
055058	9/9/2015	COA050	Coast & Harbor Engineering				
			344092-9	8/28/2015	5,263.90	0.00	5,263.90
055059	9/9/2015	COO050	Cooper Fuel & Auto Repair				
			08/31/2015	8/31/2015	3,028.78	0.00	3,028.78
055060	9/9/2015	CRO001	Lawrence C Crockett				
			08/31/2015	8/31/2015	76.39	0.00	76.39
055061	9/9/2015	DLH004	DLH Enviromental Consulting				
			0901-01	9/1/2015	701.40	0.00	701.40
055062	9/9/2015	EDE005	Edensaw Woods, LTD				
			00300798	8/5/2015	20.26	0.00	20.26
055063	9/9/2015	GOO002	Good Man Inc.				
			83222	9/1/2015	561.96	0.00	561.96
055064	9/9/2015	GRE035	Ken Green				
			08/28/2015	8/28/2015	120.00	0.00	120.00
055065	9/9/2015	HAD001	Hadlock Building Supply				
			08/25/2015	8/25/2015	164.29	0.00	164.29
055066	9/9/2015	HAY050	Julie Hayes				
			08/31/2015	8/31/2015	130.31	0.00	130.31
055067	9/9/2015	HEN002	Henery Hardware				
			546555	7/27/2015	40.32	0.00	40.32
			546636	7/28/2015	30.50	0.00	30.50
			546754	7/29/2015	16.07	0.00	16.07
			546806	7/29/2015	44.64	0.00	44.64
			547241	8/4/2015	20.69	0.00	20.69
			547258	8/4/2015	18.50	0.00	18.50
			547277	8/4/2015	15.99	0.00	15.99
			547821	8/11/2015	5.21	0.00	5.21
			547851	8/11/2015	99.14	0.00	99.14
			547861	8/11/2015	15.24	0.00	15.24
			547941	8/12/2015	22.85	0.00	22.85
			548001	8/12/2015	34.65	0.00	34.65
			548061	8/13/2015	51.16	0.00	51.16
			548344	8/17/2015	11.72	0.00	11.72
			548412	8/17/2015	9.80	0.00	9.80
			548414	8/17/2015	21.78	0.00	21.78
			548557	8/18/2015	51.22	0.00	51.22
			548786	8/20/2015	26.12	0.00	26.12
			Check 055067 Total:		535.60	0.00	535.60
055068	9/9/2015	HEN006	Quilcene Henery's Hardware				
			08/25/2015	8/25/2015	11.96	0.00	11.96
055069	9/9/2015	ICS001	ICS Support, Inc.				
			0055348-IN	8/31/2015	51.00	0.00	51.00
			0055375-IN	8/31/2015	255.00	0.00	255.00
			Check 055069 Total:		306.00	0.00	306.00
055070	9/9/2015	LEA005	Leavitt Trucking Inc				
			8/20/2015	8/20/2015	337.90	0.00	337.90
055071	9/9/2015	M&P010	M&P Overhead Garage Doors				
			3468	8/31/2015	257.94	0.00	257.94
055072	9/9/2015	NEL001	Sue Nelson				
			08/31/2015	8/31/2015	27.03	0.00	27.03
055073	9/9/2015	OLY002	SupplyWorks				
			343243580	7/29/2015	332.08	0.00	332.08
			343243598	7/29/2015	218.80	0.00	218.80
			343717088	8/4/2015	343.31	0.00	343.31
			343845467	8/5/2015	415.29	0.00	415.29
			343845475	8/5/2015	339.13	0.00	339.13
			344469630	8/12/2015	219.71	0.00	219.71
			344469648	8/12/2015	89.95	0.00	89.95
			344596101	8/13/2015	183.84	0.00	183.84
			344596119	8/13/2015	91.92	0.00	91.92
			344943253	8/18/2015	36.34	0.00	36.34
			345071476	8/19/2015	354.45	0.00	354.45
			345071484	8/19/2015	218.80	0.00	218.80
			Check 055073 Total:		2,843.62	0.00	2,843.62
055074	9/9/2015	PAC004	Pacific Office Equipment Co				

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
055075	9/9/2015	PEN003	08/31/2015 Peninsula Daily News	8/31/2015	549.19	0.00	549.19
							Check Entry Number: 001
055076	9/9/2015	PEN030	08/31/2015 Peninsula Paint Co.	8/31/2015	135.20	0.00	135.20
							Check Entry Number: 001
			F0118813	8/20/2015	42.17	0.00	42.17
			F0118854	8/20/2015	12.20	0.00	12.20
			F0119200	8/27/2015	42.17	0.00	42.17
			Check 055076 Total:		96.54	0.00	96.54
055077	9/9/2015	PEN045	16510 Peninsula Tank Services, Inc	8/26/2015	708.50	0.00	708.50
							Check Entry Number: 001
055078	9/9/2015	PHO030	2153383 Phoenix Environmental Services, Inc	8/17/2015	41,517.20	0.00	41,517.20
							Check Entry Number: 001
055079	9/9/2015	PIN010	48351 Pinnacle Investigations Corp	9/2/2015	71.25	0.00	71.25
							Check Entry Number: 001
055080	9/9/2015	POR005	08/26/2015 Port Townsend Leader	8/26/2015	1,621.04	0.00	1,621.04
							Check Entry Number: 001
055081	9/9/2015	PUD001	08/19/2015 Pud District #1	8/19/2015	324.42	0.00	324.42
							Check Entry Number: 001
055082	9/9/2015	PUD005	08/19/2015 PUD #1 of Jefferson County	8/19/2015	21.25	0.00	21.25
							Check Entry Number: 001
055083	9/9/2015	QUI001	08/20/2015 Quill Corporation	8/20/2015	117.31	0.00	117.31
							Check Entry Number: 001
055084	9/9/2015	QUI010	08/31/2015 Quimper Mercantile	8/31/2015	105.81	0.00	105.81
							Check Entry Number: 001
055085	9/9/2015	SHO010	32707 Shold Excavating Inc	8/24/2015	228.90	0.00	228.90
							Check Entry Number: 001
055086	9/9/2015	SIG020	1508035 The Station Signs & Screen Printing	8/20/2015	174.40	0.00	174.40
							Check Entry Number: 001
055087	9/9/2015	SPE001	52367 SOS Printing	8/19/2015	103.57	0.00	103.57
			52416	8/26/2015	23.48	0.00	23.48
			52418	8/26/2015	243.39	0.00	243.39
			52454	8/27/2015	25.94	0.00	25.94
			Check 055087 Total:		396.38	0.00	396.38
055088	9/9/2015	STA005	08/14/2015 Staples Credit Plan	8/14/2015	387.64	0.00	387.64
							Check Entry Number: 001
055089	9/9/2015	SWI050	21078 Swift Plumbing and Heating	8/24/2015	10,506.67	0.00	10,506.67
							Check Entry Number: 001
055090	9/9/2015	TAC030	38872 Tacoma Hydraulics, Inc	8/28/2015	816.41	0.00	816.41
			38873	8/28/2015	719.40	0.00	719.40
			Check 055090 Total:		1,535.81	0.00	1,535.81
055091	9/9/2015	TER005	0814151134 Terry's Lock & Safe	8/25/2015	8.99	0.00	8.99
							Check Entry Number: 001
055092	9/9/2015	TOW020	08/20/2015 Townsend Bay Marine	8/20/2015	2,038.90	0.00	2,038.90
							Check Entry Number: 001
055093	9/9/2015	TUC050	08/31/2015 Stephen Tucker	8/31/2015	8.16	0.00	8.16
							Check Entry Number: 001
055094	9/9/2015	UPS020	08/31/2015 The UPS Store	8/31/2015	41.60	0.00	41.60
							Check Entry Number: 001
055095	9/9/2015	VER001	9750713954 Verizon Wireless, Bellevue	8/15/2015	234.07	0.00	234.07
							Check Entry Number: 001
055096	9/9/2015	VOG050	08/28/2015 Carol and/or Walt Vogt	8/28/2015	52.00	0.00	52.00
							Check Entry Number: 001
055097	9/9/2015	WAL040	08/28/2015 Phillip Walker	8/28/2015	47.39	0.00	47.39
							Check Entry Number: 001
055098	9/9/2015	WES006	08/25/2015 Westbay Auto Parts, Inc.	8/25/2015	232.26	0.00	232.26
							Check Entry Number: 001
055099	9/9/2015	WIN003	249 Windridge Solutions	8/10/2015	900.00	0.00	900.00
			251	9/2/2015	1,950.00	0.00	1,950.00
			Check 055099 Total:		2,850.00	0.00	2,850.00
			Report Total:		154,309.18	0.00	154,309.18