



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
2nd Monthly Meeting Agenda
Tuesday, November 24, 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/Public Hearing Minutes – November 9, 2015..... 1-3
 - Approval of Public Workshop Minutes – November 9, 2015.....4-5
 - B. Resolution No. 635-15 – Authorizing Sale of Abandoned Vessel.....6
 - C. Approval of Warrants
- IV. Public Comments (not related to Agenda)
- V. Second Reading (action items)
 - A. Dog Park.....7
 - B. Boat Ramp Update.....8
 - C. Quilcene Wastewater Update.....9
- VI. First Reading (discussion only)
- VII. Potential Immediate Action Items (unanimous Commission approval required)
- VIII. Staff Comments
- IX. Public Comments
- X. Commissioner Comments
- XI. **Next Meeting/Public Workshop: Wednesday, December 9, 2015 – meeting at 1:00 PM, public workshop at 9:30 AM, Port Commission Building, 333 Benedict Street, Port Townsend, WA.**
- XII. Executive Session – (if called)
- XIII. Adjournment

PORT COMMISSION MEETING & PUBLIC HEARING (2nd) ON 2016 OPERATING BUDGET – November 9, 2015

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

Present: Commissioners – Tucker, Clinefelter and Hanke
Executive Director - Crockett
Deputy Director - Pivarnik
Auditor – Berg
Attorney – O’Malley
Minutes – Nelson

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 Hanke seconded the motion.

Motion carried by unanimous vote.

III. PUBLIC HEARING ON 2016 OPERATING BUDGET, 2016 RATES, AND 2016 PROPERTY TAX LEVY:

Commissioner Tucker opened the Public Hearing at 1:01 PM and began by explaining the rules of the hearing. He then introduced Finance Director Abigail Berg.

Ms. Berg stated that everyone has had a chance to see the Draft Operating Budget, posted on the Port's website. She invited discussion from the commission and staff.

Mr. Pivarnik reminded all of the first Draft Budget that originally included a 2% CPI increase, but showed a \$104K deficit. He explained the handout (2016 Budget Summary Income Statement) represents a 5.5% rate increase, including the 2% CPI, and one-third of the salary survey increase. He added this handout shows the Port with \$50K in the bank at the end of the year. He explained a 3.3% rate increase would leave the Port with approximately \$30K at year's end.

Commissioner Tucker opened the hearing for public comment.

George Yount, Port Townsend, commented on rate increases and that the rate increase should be determined based on economic markets.

Melinda Bryden, Port Townsend, stated she is troubled by this budget and discussed her concerns with raising rates by only \$0.02/per square foot. She asked the commission not to adopt the budget at this time.

Ron Hayes, Port Townsend, discussed the Port not charging enough for rates and asked where the Port could increase rates to generate more revenue. He stated, "It sounds like to me that the only place to reduce costs is in salaries, so in other words, we will subsidize the Marina at the expense of our employees and that seems ridiculous".

Hearing no further public testimony, Commissioner Tucker closed the public hearing at 1:14 PM.

Mr. Crockett recommended adopting the budget now as it is due to the County the first part of December. He added that approval of the budget does not mean that rates cannot be revised later on.

IV. CONSENT AGENDA (1:16):

A. Approval of Meeting/1st Budget Hearing Minutes – October 28, 2015

B. Operations Reports

C. Approval of Warrants

Warrant #055302 through #055319 in the amount of \$100,038.40 for Payroll & Benefits
Electronic Payment in the amount of \$45,481.60 for Payroll & Benefits

Warrant #055320 through #055382 in the amount of \$116,006.00 for Accounts Payable

Commissioner Hanke made comments on the Ops Reports (boat & shipyard numbers, Point Hudson nightly guests and RV numbers). Commissioner Hanke recommended increasing Point Hudson prime RV sites to \$56/night and the other sites to \$46/night

Commissioner Hanke moved to approve the Consent Agenda as presented.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

V. PUBLIC COMMENTS (Not related to agenda) (20:47):

Bill Putney, Port Townsend, requested scheduling a formal workshop to discuss the reformation of the Port Strategic Advisory Committee (PSAC) as soon as possible.

Mr. Crockett explained he is drafting a proposed work plan and the PSAC is included. He plans to present this at the January workshop as the December workshop agenda is full with the Capital Facilities Plan.

VI. SECOND READING (Action Items):

A. 2016 Budget (22:52):

Mr. Crockett stated the budget would work, although it is not ideal. However, he reminded, it can be modified. He said the budget is an educated guess and added different factors will come up, which will require adjustments. Mr. Crockett recommends the commission approve the budget today.

Commissioner Clinefelter asked why there has been such a decrease in cash flow, from \$5M down to \$2M in a short period.

Mr. Crockett answered this is not the reason for the meeting today. He stated the commission is here to make investments in the community and provide job creation.

Commissioner Clinefelter discussed commercial fishing rate increases.

Commissioner Tucker believes the 5.5% increase in fees is a good proposal.

Commissioner Clinefelter said the rate increase will not “fix our woes”, and he believes a 5.5% increase is too much at this time and a 3.5% increase is more reasonable. If the commission feels the need to increase fees at another time, they can reexamine the fee structure.

Commissioner Clinefelter agreed with Commissioner Hanke’s earlier proposed RV rate increase.

Mr. Crockett reminded the commission if they are undecided on yard lay day rates, those rates could be changed at any time.

Commissioner Clinefelter asked why military projects receive discounts in the yard.

Commissioner Hanke stated it is okay to keep lay day rates below market. However, he would like to see yard rate comparisons in the Alaska market.

Commissioner Tucker would like to look at other economic indicators other than CPI rates alone when considering rates. For now, he sees the 5.5% proposed increase as a fair increase.

Much discussion ensued on factoring rate increases. Comments made from the following audience members – Ron Hayes, Melinda Bryden and Cathy Langley.

Commissioner Hanke moved to increase rates 3.5% (\$0.02/per square foot) as discussed.

Commissioner Clinefelter seconded the motion.

Motion tabled for further discussion.

Discussions included whether to increase rates 3.5% each year for three years or increase rates 3.5% at this time, only for the year 2016.

(Commissioners were reminded to take action on resolutions in the order presented.)

Commissioner Tucker moved to adopt Resolution No. 631-15 – Fixing the Amount of Tax to be Levied.

Commissioner Clinefelter seconded the motion.

Motion carried by unanimous vote.

Ms. Berg explained Resolution No. 632-15 to the commission.

Commissioner Hanke moved to adopt Resolution No. 632-15 – Adopting the Limit Factor for Property Tax Increases for the 2016 Port Budget

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

Motion remains on the floor for rates and fees.

Commissioner Hanke reread his motion to adopt Resolution No. 634-15 – 2016 Operating Rates and Fees, with a 3.5% rate increase for one year.

Commissioner Clinefelter seconded the motion.

Commissioner Tucker opposed the motion, expressing the need for a 5.5% increase.

Motion carried by two for and one against.

Commissioner Hanke moved to adopt Resolution No. 633-15 – 2016 Operating Budget.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

VII. FIRST READING (Discussion Only):

None

VIII. POTENTIAL IMMEDIATE ACTION ITEMS):

None

IX. STAFF COMMENTS (1:15:39):

Mr. Crockett reported on a teleconference staff had with the FAA and WSDOT in regards to the FAA Grant for runway replacement. He said staff would be meeting with Reid Middleton, the Port's airport consultants, next week. Currently the Port is set to receive \$1.7M from the FAA for a shed runway but Reid Middleton will help to decide whether the more expensive crown runway would be the better choice. Mr. Crockett explained it is better to ask for the larger grant now in case the crown system is the chosen method. The paving project will occur in 2018, with a 10% grant match from the Port. Mr. Crockett then informed that he and Commissioner Tucker attended Team Jefferson's "Five Things" workshop, attended by the City, the County, Main Street, the PUD and the Port.

IX. PUBLIC COMMENTS (1:19:23):

Bill Putney asked if staff has looked in to disaster relief requirements for the runway. He Said there may be grant money available for the runway from Homeland Security/

X. COMMISSIONER COMMENTS (1:20:42):

Commissioner Hanke asked about the AWOS and the antennae at the airport. He then thanked Mr. Pivarnik, Ms. Berg and Mr. Crockett for their work on the budget. Commissioner Tucker reported on the Joint Steering Committee meeting he recently attended.

XI. NEXT MEETING: Next regular meeting on *Tuesday*, November 24, 2015 at 1:00 PM in the Port Commission Building, 333 Benedict St, Port Townsend.

XII. EXECUTIVE SESSION:

None

XIII. ADJOURNMENT OF REGULAR MEETING:

The meeting adjourned at 2:22 PM there being no further business to come before the Commission.

ATTEST:

Stephen R. Tucker, President

Peter W. Hanke, Secretary

Brad A. Clinefelter, Vice President

PORT COMMISSION PUBLIC WORKSHOP – November 9, 2015

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

Present: Commissioners Tucker, Clinefelter and Hanke
Executive Director - Crockett
Deputy Director – Pivarnik
Finance Director – Berg
Minutes Nelson

I. CALL TO ORDER:

The Workshop was called to order at 9:30 AM.

II. AGENDA:

Refer to attached Workshop agenda for items discussed.

III. ADJOURNMENT:

The Workshop adjourned at 11:21 AM.

ATTEST:

Stephen R. Tucker, President

Peter W. Hanke, Secretary

Brad A. Clinefelter, Vice President

**Port of Port Townsend Public Workshop
MONDAY, November 9, 2015, 9:30 AM
Commission Building
333 Benedict Street
Port Townsend, WA**

AGENDA

2016 Budget:

- Final discussions on the 2016 Operating Budget.

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

RESOLUTION NO. 635-15

A Resolution of the Commission of the Port of Port Townsend

RESOLUTION AUTHORIZING THE SALE OF ABANDONED VESSELS

WHEREAS: The Port of Port Townsend has in its possession Vessel(s) described as follows:

<u>VESSEL</u>	<u>OWNER</u>	<u>ACCOUNT #</u>
28 ft. Power Vessel SADIE	Rob Nadge	35557

WHEREAS: proper notices have been sent to the person believed to be the true owner, or to anyone who might claim an ownership interest in the boat and no person or persons or entity has responded claiming ownership and/or willingness to pay the charges owing for storage, and ninety (90) days have elapsed since the sending of such notices,

NOW, THEREFORE BE IT RESOLVED:

1. That the above designated vessel is declared to be abandoned; and
2. The Port Director is directed to sell the said boats at public sale to the highest and best bidder for cash pursuant to the procedures set forth in RCW 53.08.320 (5); and
3. That the date of public auction to be set and proper notifications made.
4. Auction to be held at the Port of Port Townsend Work Yard located at 2790 Washington Street, Port Townsend, Washington.

ADOPTED this 24th day of November 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

PORT OF PORT TOWNSEND

MEETING OF: November 24, 2015

AGENDA ITEM: V. Second Reading
A. Dog Park

BACKGROUND:

Rich and Debbie Jahnke will present the next steps on a proposed dog park at Jefferson County International Airport.

Executive Director's Recommendation:

For discussion and direction.

PORT OF PORT TOWNSEND

MEETING OF: November 24, 2015

AGENDA ITEM: V. Second Reading
B. Boat Ramp Update

BACKGROUND:

Mobilization for boat ramp construction began last Friday. Staff will provide an update to the commission.

Executive Director's Recommendation:

For discussion only.

PORT OF PORT TOWNSEND

MEETING OF: November 24, 2015

AGENDA ITEM: V. Second Reading
C. Quilcene Wastewater Update

BACKGROUND:

Staff will brief the commission on SOQ responses received for the Wastewater project.

Executive Director's Recommendation:

For discussion.



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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 055383 through No. 055395 in the amount of \$48,770.22 and Electronic Payment in the amount of \$18,261.59, are approved for payment for a total amount of \$67,031.81 on this 24th day of November, 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

Manual Check and Payment Register
 Journal Posting Date: 11/16/2015
 Register Number: MC-000070

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
W00032	11/17/2015	INT030 Internal Revenue Service			17,136.59
Check Comment: 11/1 - 11/15/2015 941 Taxes					
CKW0003201					
	11/17/2015	17,136.59	0.00		
G/L Account:	213-6000-00	PAYROLL TAXES PAYABLE		17,136.59	
W00033	11/1/2015	WA0302 State of Washington			1,125.00
Check Comment: Defered Comp 11/1-11/15/15					
CKW0003301					
	11/1/2015	1,125.00	0.00		
G/L Account:	213-5500-00	EE DEFERRED COMP PAYABLE		1,125.00	
Bank K Total:			<u>0.00</u>	<u>18,261.59</u>	<u>18,261.59</u>
Report Total:			<u>0.00</u>	<u>18,261.59</u>	<u>18,261.59</u>

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
055392	11/16/2015	HEA050	Health Equity Attn: Member's Services					Check Entry Number: 001
			11/15/2015	11/16/2015	300.00	0.00	300.00	Check Entry Number: 001
055393	11/16/2015	PEJ001	Peninsula Credit Union					Check Entry Number: 001
			11/15/2015	11/16/2015	250.00	0.00	250.00	Check Entry Number: 001
055394	11/16/2015	POR001	Auditor's Revolving Fund					Check Entry Number: 001
			11/15/2015	11/16/2015	35,472.00	0.00	35,472.00	Check Entry Number: 001
055395	11/16/2015	SPE010	James Speer					Check Entry Number: 001
			11/15/2015	11/16/2015	250.00	0.00	250.00	Check Entry Number: 001
			Report Total:		36,272.00	0.00	36,272.00	



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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. 055396 through No. 055439, are approved for payment in the amount of \$29,803.60 on this 24th day of November, 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
055396	11/24/2015	AMB001	AMB Tools & Equipment Co T305803	11/6/2015	410.35	0.00	410.35
							Check Entry Number: 001
055397	11/24/2015	BAN005	Bank of America 11/5/2015S	11/5/2015	1,971.11	0.00	1,971.11
							Check Entry Number: 001
055398	11/24/2015	BOW030	Bowman-Morton Mfg & Machine, Inc. 66397	11/11/2015	5,409.30	0.00	5,409.30
							Check Entry Number: 001
055399	11/24/2015	CEN030	CenturyLink 11/01/2015	11/1/2015	240.00	0.00	240.00
							Check Entry Number: 001
055400	11/24/2015	CEN035	CenturyLink 11/8/2015	11/8/2015	1,064.22	0.00	1,064.22
							Check Entry Number: 001
055401	11/24/2015	COO050	Cooper Fuel & Auto Repair 101888	11/5/2015	202.70	0.00	202.70
							Check Entry Number: 001
055402	11/24/2015	DLL010	D L Logos 1283	11/11/2015	106.28	0.00	106.28
							Check Entry Number: 001
055403	11/24/2015	EDE005	Edensaw Woods, LTD 00311102-001 00311468-001	11/13/2015 11/17/2015	23.51 26.60	0.00 0.00	23.51 26.60
							Check Entry Number: 001
				Check 055403 Total:	50.11	0.00	50.11
055404	11/24/2015	EDS030	Edson International 6596944	9/3/2015	252.08	0.00	252.08
							Check Entry Number: 001
055405	11/24/2015	FER001	Ferrelgas 10/26/2015S	10/26/2015	349.18	0.00	349.18
							Check Entry Number: 001
055406	11/24/2015	GAL010	Galmukoff Marine 11/13/2015	11/13/2015	1.19	0.00	1.19
							Check Entry Number: 001
055407	11/24/2015	GRA005	Grainger 9883580921 9895889427	11/2/2015 11/17/2015	97.40 203.55	0.00 0.00	97.40 203.55
							Check Entry Number: 001
				Check 055407 Total:	300.95	0.00	300.95
055408	11/24/2015	GRO001	Groves & Co, Inc 20151835	11/5/2015	23.35	0.00	23.35
							Check Entry Number: 001
055409	11/24/2015	HIG020	Highway Specialties LLC 1511181	11/5/2015	71.94	0.00	71.94
							Check Entry Number: 001
055410	11/24/2015	JAC010	JACO Analytical, Inc E5JU48	11/11/2015	11.00	0.00	11.00
							Check Entry Number: 001
055411	11/24/2015	JC0003	Jefferson County - Public Work 11/05/2015S	11/5/2015	488.58	0.00	488.58
							Check Entry Number: 001
055412	11/24/2015	KEN010	Kendrick Equipment LTD U2740 U2752	10/26/2015 11/17/2015	198.79 839.30	0.00 0.00	198.79 839.30
							Check Entry Number: 001
				Check 055412 Total:	1,038.09	0.00	1,038.09
055413	11/24/2015	MUL020	Craig Muller 11092015	11/9/2015	37.00	0.00	37.00
							Check Entry Number: 001
055414	11/24/2015	NEL020	Timothy Nelson 11/30/2015	11/19/2015	66.40	0.00	66.40
							Check Entry Number: 001
055415	11/24/2015	NOR002	Northwest Marine Trade Assn 100240	11/8/2015	487.50	0.00	487.50
							Check Entry Number: 001
055416	11/24/2015	OLY003	Olympic Springs, Inc. 279209	10/31/2015	10.85	0.00	10.85
							Check Entry Number: 001
055417	11/24/2015	PAP020	Pape Material Handling Exchang 7529298	11/4/2015	536.93	0.00	536.93
							Check Entry Number: 001
055418	11/24/2015	PAR003	Harlan Parrish 10312015	10/31/2015	282.95	0.00	282.95
							Check Entry Number: 001
055419	11/24/2015	PEN030	Peninsula Paint Co. F0121923	11/17/2015	66.80	0.00	66.80
							Check Entry Number: 001
055420	11/24/2015	PHO030	Phoenix Enviromental Services, Inc 2156326	11/4/2015	224.23	0.00	224.23
							Check Entry Number: 001
055421	11/24/2015	PIV001	James M Pivarnik 06302015 07312015 08312015 09302015 10312015	6/30/2015 7/31/2015 8/31/2015 9/30/2015 10/31/2015	63.83 112.13 72.45 68.43 66.70	0.00 0.00 0.00 0.00 0.00	63.83 112.13 72.45 68.43 66.70
							Check Entry Number: 001
				Check 055421 Total:	383.54	0.00	383.54
055422	11/24/2015	POR005	Port Townsend Leader 10/31/2015S	10/31/2015	39.19	0.00	39.19
							Check Entry Number: 001
055423	11/24/2015	POR006	Port Supply 001159	10/19/2015	172.15	0.00	172.15
							Check Entry Number: 001
055424	11/24/2015	PRO010	ProPet Distributors 110062	11/5/2015	1,038.00	0.00	1,038.00
							Check Entry Number: 001
055425	11/24/2015	PUD001	Pud District #1 11112015	11/11/2015	349.63	0.00	349.63
							Check Entry Number: 001
055426	11/24/2015	PUD005	PUD #1 of Jefferson County 11112015	11/11/2015	21.25	0.00	21.25
							Check Entry Number: 001
055427	11/24/2015	QUI001	Quill Corporation 9282212	11/3/2015	308.13	0.00	308.13
							Check Entry Number: 001
055428	11/24/2015	QUI010	Quimper Mercantile 11/19/2015	11/19/2015	990.45	0.00	990.45
							Check Entry Number: 001
055429	11/24/2015	SCO070	Richard David Scott 11032015	11/3/2015	449.57	0.00	449.57
							Check Entry Number: 001
055430	11/24/2015	SHA030	Charlie Shaw 11122015	11/12/2015	21.73	0.00	21.73
							Check Entry Number: 001
055431	11/24/2015	SKO000	Skookum Contract Services 9017653	11/6/2015	6,606.08	0.00	6,606.08
							Check Entry Number: 001
055432	11/24/2015	SOU002	Southeast Publications USA, Inc				Check Entry Number: 001

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
			8066058	11/3/2015	678.00	0.00	678.00	
			8066066	11/3/2015	678.00	0.00	678.00	
			Check 055432 Total:		1,356.00	0.00	1,356.00	
055433	11/24/2015	TER005	Terry's Lock & Safe					Check Entry Number: 001
			101315-117	11/13/2015	3.00	0.00	3.00	
			110915-102	11/9/2015	6.54	0.00	6.54	
			Check 055433 Total:		9.54	0.00	9.54	
055434	11/24/2015	TER030	Terrapin Architecture PC					Check Entry Number: 001
			15-266	11/4/2015	2,018.25	0.00	2,018.25	
055435	11/24/2015	US0001	United States Postal Service					Check Entry Number: 001
			11/19/2015	11/19/2015	1,500.00	0.00	1,500.00	
055436	11/24/2015	WAS002	Washington Finance Officers					Check Entry Number: 001
			11/09/2015	11/9/2015	50.00	0.00	50.00	
055437	11/24/2015	WAS003	Washington Public Ports Assn.					Check Entry Number: 001
			015-644	9/2/2015	50.00	0.00	50.00	
055438	11/24/2015	WAV040	Wave Broadband					Check Entry Number: 001
			10/30/2015	10/30/2015	677.82	0.00	677.82	
055439	11/24/2015	WIM001	Wimactel, Inc					Check Entry Number: 001
			000143513	11/1/2015	59.18	0.00	59.18	
			Report Total:		29,803.60	0.00	29,803.60	



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ELECTRONIC DEBIT – Kitsap 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 \$7,149.29 on this 24th day of November, 2015.


For: Washington State, Department of Revenue
Combined Excise Tax Return – for November, 2015 in the amount of
\$7,149.29

Commissioner Stephen R. Tucker

Commissioner Brad A. Clinefelter

Commissioner Pete W. Hanke

S. Abigail Berg, Director of Finance
and Administration

 Electronic Filing – Washington State	E-file Time: 9:45 AM help?
My Account Home Account Activity List Server Suggestions Logout	

BOAT HAVEN FUEL DOCK 161-000-044

Confirmation

Confirmation Number	16714971
Tax Registration Number	161000044
Reporting Period	10/2015
Payment Type	EFT Debit
Date and Time Submitted	11/12/2015 9:44:51 AM
Date of Transfer	11/13/2015
Payment Amount	7,149.29
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

**October 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)	61,897.56	0.00	61,897.56	0.0150	928.46
0002	Retailing	55,523.66	121.64	55,402.02	0.00471	260.94
		117,421.22	121.64	117,299.58		1,189.40

Deductions

Deduction Code	Tax Classification	Deduction Name	Amount
000205	Retailing	Motor Vehicle Fuel Tax	121.64
			121.64

State Sales and Use Section

Taxes

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0001	Retail Sales	55,523.66	1,106.66	54,417.00	0.0650	3,537.11
0005	Use Tax	4,489.23	0.00	4,489.23	0.0650	291.80
		60,012.89	1,106.66	58,906.23		3,828.91

Deductions

Deduction Code	Tax Classification	Deduction Name	Amount
000119	Retail Sales	Motor Vehicle Fuel Sales	1,106.66
			1,106.66

Local Sales Section

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0045	1600	JEFFERSON COUNTY	649.72	0.0250	16.24
0045	1601	PORT TOWNSEND	53,767.28	0.0250	1,344.18
			54,417.00		1,360.42

Local Use Section

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0046	1601	PORT TOWNSEND	4,489.23	0.0250	112.23
			4,489.23		112.23

Lodging Section

Transient Rental Income Information

Line Code	Location Code	Location Name	Income
0047	1601	PORT TOWNSEND	25,880.73
			25,880.73

Special Hotel/Motel Tax

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0070	1601	PORT TOWNSEND	25,880.73	0.0200	517.61
			25,880.73		517.61

Public Utilities Section

Taxes

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0060	Water Distribution	571.93	0.00	571.93	0.05029	28.76
0013	Other Public Service Business	5,813.00	0.00	5,813.00	0.01926	111.96
		6,384.93	0.00	6,384.93		140.72

Summary Section

	Amount
State Business and Occupation Tax Total	1,189.40
State Sales and Use Tax Total	3,828.91
Local and Regional Tax Total	1,472.65
Lodging Tax Total	517.61
Public Utilities Tax Total	140.72
E911 Tax Total	0.00
Other Tax Total	0.00
SubTotal	7,149.29
Less Total Credits	0.00
Total	7,149.29
Amount Paid	7,149.29
Balance	0.00

Additional Information

Confirmation Number	16714971	Date Printed	11/12/2015
Date and Time Submitted	11/12/2015 9:44:51 AM	Tax Registration Number	161-000-044
Payment Type	EFT Debit	Person Completing Return	Donna Frary
Total Amount Paid	7,149.29	Phone Number	(360)379-5217
Date To Transfer Payment	11/13/2015	E-Mail Address	donna@portofpt.com
Person Authorizing Payment	Donna Frary		

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