

VIRTUAL MEETING VIA ZOOM

Poulsbo Port District – Port Commission

Subject	*REMOTE* Regular Meeting Agenda	Date	March 17, 2022
Recorder	Cassidy Conners	Start Time	7:00 PM
Commission Chair	Thomas Rose	End Time	9:00 PM
Commission Members	Jamie Green, Mark Singer		
Staff Present	Carol Tripp, Port Accountant & Mgr.		

AGENDA		
No.	Topic	Action/Recommendation/Discussion
1.	CALL TO ORDER	
2.	COMMISSIONER COMMENTS	
3.	PUBLIC COMMENTS (limit of 3 minutes)	
4.	POULSBO BOATER'S ASSOCIATION REPORT	
5.	CONSENT AGENDA ITEMS (Next Res: 2022-05) All matters listed within the Consent Agenda have been distributed to each member of the Commission for reading and study, are considered to be routine and will be enacted by one motion of the commission with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by a Commission member or by Citizen Request. A. Approve meeting minutes of: 3/3/22 B. Warrants: 17666 – 17691, P13238 – P13247, 3/2/22 EFT, 3/10/22 EFT, 3/18/22 EFT in the amount of \$103,646.10. C. Resolution 2022-04 – 2021 LP Allocation	
6.	OLD BUSINESS ITEMS A. Breakwater Updates – John Piccone P.E.	
7.	NEW BUSINESS ITEMS A. Commissioner responses to public comments/discussions B. Accounting & Manager's Report	
8.	PUBLIC COMMENT & REQUESTS FOR FUTURE AGENDA ITEMS	
9.	COMMISSIONER COMMENTS	
10.	ADJOURN	

<https://us02web.zoom.us/j/86355833971>

Meeting ID: 863 5583 3971

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The Port of Poulsbo provides a time for citizen input during, 'Public Comments.' Please limit yourself to three (3) minutes per person. If you wish to address the Commission, please speak clearly. The Commission is committed to maintaining a meeting atmosphere of mutual respect and speakers are encouraged to honor this principle. The Board will address public comments during 'New Business Items – public comments.' If you wish to attend the Commission meeting and require physical accommodations in order to do so, please call (360) 779-9905 by 9 a.m. the day of the meeting.

VIRTUAL MEETING VIA ZOOM

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Present: Commissioner Rose, Commissioner Green, Commissioner Singer, Port Accountant Tripp, Dave Musgrove, PBA, Rodney, Nico Jensen

Call to Order 07:00pm

Commissioner Comments

Commissioner Singer said a good job is being done by the Port and Port Accountant Tripp rescues people who need help.

Commissioner Green didn't have anything to report.

Commissioner Rose said kudos to Chris and all the various things with the crew.

Public Comments

Councilman Musgrove shared he will be out of town and would like to communicate with Port Accountant Tripp upon his return to receive any Port updates. He's looking forward to the busy season and wondered if the board had spoken with Lin, the new events coordinator at the City. If there are any updates he can pass along to her, please let him know.

Aaron wanted to introduce the red boat out on the water, Salish Rescue. They've been here maybe two months and accomplished quite a bit already. Thomas Gregory is the head of the program, that is based in Port Townsend. At this moment they're living on donations and doing well. They've towed three dinghies back into Port that ran out of fuel, assisted three vessels dragging anchor, pulled two boats off breakwater, pulled a 50ft sailboat off the beach, dewatered a sinking sailboat, completed two shore transfers of humans, helped with a swamped canoe, and retrieved three adrift dinghies.

Poulsbo Boater's Association

There was no report, but Pam shared an update.

Consent Agenda

Commissioner Singer clarified from the previous meeting that one of the two parking spots lost to downtown construction on Jensen Way is a handicapped parking spot.

The minutes of March 3, 2022 will be reviewed to approve at the next regular meeting to reflect more details pertaining to Commissioner Singer's Commissioner comment.

Motion: Move to approve the warrants as written.

Moved by: Commissioner Singer **Seconded by:** Commissioner Green

Motion passed unanimously.

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Motion: Approve Resolution 2022-04 – 2021 LP Allocation

Moved by: Commissioner Green **Seconded by:** Commissioner Singer

Motion passed unanimously.

Old Business Items

Breakwater Updates

Mr. Piccone is currently in the submittal and procurement phase. He is working his way through numerous submittals and will go through things in detail, give comments, and then give approval. Once that's done, Quigg Brothers will order materials. Some long-lead items have been ordered. The schedule going forward right now is Quigg Brothers mobilizing onsite in mid-May. The first thing to work on is refurbishing the existing floats. Most people won't notice the crew's presence until summer, where they'll be just outside the existing breakwater rehabbing old floats. Beyond that, pile driving will happen in August. August through September will include pile driving and installation of the new floating breakwater. October/November timeframe includes the demolition of the existing breakwater. Toward the end of the 2022 and into January 2023 will include finishing up of utility testing and any other final items before closing out.

The Port will want to consider more frequent public updates to Marina users, especially to satisfy curiosity and spread awareness of what's coming/key notifications. Mr. Piccone has a new flier format that contains more detail (current events, photos, timelines of what's completed, what's coming Q&A, etc.). He will provide another update in May, and then move to monthly updates.

Mr. Piccone is currently at 95% completion of the marina fire suppression system. He met with the fire department and sorted out a list of things to do next. He will be sending out plan sheets, contract documents, and three contractors early next week. This won't be the typical public bid process. Quigg Brothers is also interested in pricing the bid. He will review bids on April 11th and at the April 21st board meeting he can make a recommendation on the award. The big wild card is always when do we award and how long will it take for materials to come in. The piping is HDP piping and there is a long lead on that item. He will continue to keep things moving forward as quickly as possible.

The breakwater main walk and security revisions have been talked about a few times. This is something considered as phase two to the breakwater project. He will circle back and address concerns about separation between the public access to breakwater once it is open, and the permanent Marina users (sailing, rowing clubs, etc.). Mr. Piccone said he and Port Accountant Tripp will have a concept design workshop late in April and invite specific people most impacted between C and AA Docks. He wants to get their input and thoughts on what the concept is, what the specifics are, and try to dovetail the practicality of cost, etc. There are grant programs

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that'll help offset the cost associated with the new gates and reworking the configuration of those floats between B and AA Docks.

New Items

Commissioner Responses to public comments/discussions

Commissioner Singer said, regarding Aaron's comment about Salish Rescue, he thinks it's a positive thing not only to Poulsbo, and it would be of benefit if every marina could get it. He will commit \$100 to the donation box.

Commissioner Green had no comment.

Commissioner Rose will speak to Aaron after the meeting about Salish Rescue. It's a nice concept but if they're open to some recommendations and professional cautions, he has some to share. Anything to help people in need is a good thing, and it must be done right.

Accounting & Manager's Report

See attached.

Port Accountant Tripp requested feedback for current policies. The Inclement Weather Policy needed to be updated to reflect protocol on bad weather shutting down the Port. Port Accountant Tripp had updates on Section E, Subsection 2. All three commissioners were in favor of the change and agreed to review the policy again in three years.

The Employee Performance Review Policy had no changes and will review again in three years.

The Appeal Policy had six changes for consistency throughout the entire document and will be reviewed again in three years.

Public Comments/Request for Future Agenda Items

Port Accountant Tripp would like to discuss the waitlist and make the application more stringent in bringing a vessel into the Port. She has also been researching hot berthing and there is a lot of information available to share.

Councilman Musgrove said he's keeping close track of parking spaces and in the coming week will gather whatever data Port Accountant Tripp has to do some comparison. He mentioned the City purchased land west of the Poulsbo storm water park and is the last couple of acres of unbuilt property on the shoreline. This was done three years ago, and it's now on the horizon for development and partially for public use. He welcomed ideas from the Port in any ways they'd like to be involved. He also stated downtown business owners are looking for first aid training. On a personal note, the coffee shop down there has offered to work with the Port in various ways in hopes of promoting the Port. They wish to retail merchandise, share events, and right now are looking for a way to direct people to the Port and work in a symbiotic way.

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Aaron would like to add protocols for dinghies with concrete rules for size and time limits to a future agenda.

Commissioner Singer was asked where the Port authority is, and stated Port Accountant Tripp has put out charts describing Port authority and City authority. The Port does not control boats, mooring buoys, or anything else outside of the Port's jurisdiction.

Commissioner Comments

Commissioner Singer said, regarding supporting the Easter Candy drive, he wants to donate \$100. He asked Port Accountant Tripp if one commissioner would be included in the union meeting she attends. Port Accountant Tripp said she didn't know but would have to report information to the entire board. The information can be brought to the board in executive session and is allowable under the RCWs.

Commissioner Green asked if the port paddle had an official name? Port Accountant Tripp said the rebranding process is taking place.

Commissioner Rose was curious about maintenance for new and improved methods of taking care of concrete spalling, and confirmed the Port is still at 100% permanent moorage.

Commissioner Rose said later in April, the sponsor himself, Valkyrie, will be down to check on progress moving along in Anacortes and pay a visit at the port.

Final Adjournment 8:05pm



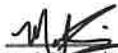
Thomas K. Rose (Apr 14, 2022 17:39 PDT)

Thomas Rose, Commissioner



Jamie Green (Apr 14, 2022 13:33 PDT)

Jamie Green, Commissioner



Mark Singer (Apr 14, 2022 16:36 PDT)

Mark Singer, Commissioner

Cassidy Conners, Recording Secretary (Not in Attendance)

Accounting and Manager Report – March 17, 2022

- **Maintenance Report – Eugene Madayag**

Maintenance in progress or completed for the month of March:

- Basic ongoing maintenance of docks, fuel barge and restrooms.
- Lumber has arrived for added bull railing, will start adding supports to bull rail and tear out of old fire line.
- C dock water piping is complete.
- New controller unit replaced for portable pump out, fully operational.
- Bulbs and photocells replaced on D dock, per licensees' notice.
- Old fire lines have been removed from C dock. Will continue out to AA dock.

Maintenance to be Scheduled:

- Kayak racks pushed back until old fire line tore out and bull rail reinforced.
- Concrete spalling throughout all docks (spring).
- Will be rewiring seaplane dock lights and lowering light poles to better suit sea plane wings.
- Work skiff going on Monday 3/21/22 for bottom paint to Agate Pass Marine.

- **Permanent Moorage Report – Melanie Winnett**

I held a safety meeting, and we will be scheduling the yearly fuel dock refresher training on fuel transfer with employees. We also discussed the possibility of someone falling off of their vessel during fueling. Staff suggested that a life ring be installed on the fuel dock.

I also did some research on CPR and AED classes since all of our employees first aid cards expired well over 2 years ago. The North Kitsap fire department doesn't have anyone that is certified to teach this class, but they are hoping to have someone start their training sometime soon so that they can, in turn teach and certify first aid cards. Therefore, given the information, it doesn't appear that the fire department can provide our staff with training anytime soon. A local business (Bremerton) has a certified instructor to teach this class for \$75.00 per person.

There was an issue on the permanent moorage side with a vessel that was taking on water and had to be pumped out by staff on two separate days. The owner is taking care of the issue.

- **Guest Moorage Report – Jannese Hunt**

We proposed the idea of rebranding the Poulsbo Paddle to Kathi Foresee and requested her assistance. Kathi agreed to take a small role in our committee, she mentioned that she had several ideas of activities that would bring the community down to the docks to participate in.

At the HDPa meeting I briefly discussed the rebranding of the Paddle. Choosing the date of Saturday July 2nd this idea was well received. Bittina Erickson volunteered to be on our committee. Mary Ann Costa & Jessica Wall with the Historical Society presented a variety of ideas that they would like to create and duplicate for the Liberty Bay Festival in August. They suggested that they would like space for large vessels to dock. I gave a brief explanation as to why the Port could not provide free moorage in August. They will be looking for sponsorship to cover the cost of moorage for the large boats that they would like to participate in the event.

It's time to begin getting ready for the Easter Drive Through. We have learned from Kathi that our "candy shoot" has been a wildly popular destination for both the Easter & Halloween events. I am wondering if our Port Commissioners would please support the Easter Event by donating Easter candy.

This past weekend we had an excellent turn out with Tacoma Yacht Club, 36 boats participated in the event. We had a total of 78 boat nights for the weekend. Before leaving they requested a date in March of 2023 for their annual event at our marina.

The next major yacht club events will be on the weekend of March 25th. 2 clubs will be in the port that weekend. We will continue to have Yacht Clubs on almost every weekend through September.

Guest moorage has worked hard organizing historical records and boxing everything for the grant we received for the storage unit. There are now over 30 boxes of documents ready for shredding and at least 12 boxes that will be ready soon for state archive.

Additionally, guest moorage has been actively working to beautify the marina with weeding the docks, working on the parking lots, and general cleaning. "C" and "D" docks have been completely weeded.

Accounting & Manager Report-

The Port's Annual Report has been completed and a copy of it was emailed to the Board earlier this week. Most of last week was spent preparing and finalizing the report. As a reminder, this is the year for our SAO audit.

The Collective Bargaining Agreement is due to be renegotiated this month. As soon as I meet with the Union Representative and shop steward, I will forward the proposed agreement.

A brief update was emailed to all licenses last week. We have 3 viable candidates for the Capital Improvement committee.

I'll be bringing two resolutions to the next meeting. One resolution is for the annual reserve match, that goes into the Port's Contingency Reserve Fund. The other resolution will be to transfer funds into the Port's Construction Fund. I will send these resolutions out later this week for review and ask that they be included in the next meeting agenda for passing.

The Inclement Weather Policy was due for review on March 7, 2022. The staff is requesting a small change to the policy. Part of the current policy states, "...if the shutdown is announced in advance of the workday and employees do not report on that basis, they must use their own paid leave for the day." Staff is asking for the statement to read, ".....,this time is considered inclement weather leave."

The Employee Performance Review policy is due for review; I sent a copy to the Board for review. At this time, I have no changes to be made to the policy.

The last policy to review is the Appeal policy; again, this was sent to the Board for read and study. The only change made to this document was the consistent use of the word, "Executive Director" vs "Port Manager."

We are preparing for the incoming barges for the Breakwater Replacement. There are several vessels that are too close to the current breakwater and will impede the barges from staging in the correct area. Over the next 2 weeks, we are hoping that the Poulsbo Police Department will assist us in encouraging these vessels to relocate. If we are unsuccessful in obtaining help from the police department, I will see if I can get some assistance from the US Coast Guard.

Respectfully Submitted,

Carol Tripp

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1
Poulsbo, WA 98370

Kitsap County, WA

March 18, 2022

We, the undersigned Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of _____ and from the General Fund, this _____ 18th day of _____ March 2022 .

\$71,673.79


Mark Singer (Mar 19, 2022 13:00 PDT)

Mark Singer, Commissioner

ATTEST:


Jamie Green (Mar 19, 2022 09:17 PDT)

Jamie Green, Commissioner

Cassidy Conners, Recording Secretary


Thomas K. Rose (Mar 19, 2022 18:49 PDT)

Thomas Rose, Commissioner

Voucher #	Claimant	Amount
17647	Uline VOIDED	2,178.87
17666	VOID	
17667	VOID	
17668	VOID	
17669	VOID	
17670	K&L Galtes LLP	28,000.00
17671	Performance Systems Integration, LLC	3,038.92
17672	Carl Grobey	139.14
17673	Mark Allanmano	375.60
17674	Puget Sound Energy	5,631.77
17675	Bank of America	4,322.91
17676	BMC	6,812.42
17677	CHS Inc/Cenex	117.22
17678	City of Poulsbo	2,849.67
17679	Coast to Coast Hardware	26.17
17680	Excel Business Systems	473.96
17681	HD Fowler Co	513.09
17682	Home Depot	309.92
17683	Kitsap Networking Services	830.00
17684	Olympic Springs Inc	39.43
17685	RP On-Site LLC	38.40
17686	PetroCard	15,527.41
17687	Propane Northwest	1.00
17688	PUD #1 of Kitsap County	345.00
17689	CenturyLink	77.32
17690	VOID	
17691	WA Dept of Corrections	25.57
TOTAL		\$ 71,673.79

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, the labor performed, or the expense incurred as described herein and that the claim is a just, due and unpaid obligation against the Port of Poulsbo and that I am authorized to authenticate and certify to said claim.


Carol Tripp (Mar 18, 2022 09:26 PDT)
Port Auditor

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1
Poulsbo, WA 98370

Kitsap County, WA March 18, 2022

We, the undersigned Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of \$13,043.20 and from the General Fund, this 18th day of March 2022.


Mark Singer (Mar 19, 2022 13:00 PDT)
Mark Singer, Commissioner


Jamie Green (Mar 19, 2022 09:17 PDT)
Jamie Green, Commissioner


Thomas K. Rose (Mar 19, 2022 18:49 PDT)
Thomas Rose, Commissioner

Voucher #	Claimant	Amount
P13238	Christopher C. Henry	950.45
P13239	Christopher C. Henry	0.00
P13240	Kelli M. Hodges	1,749.64
P13241	Eugene F. Madayag	1,579.53
P13242	Nicholas Mandeville	970.01
P13243	Jannese M. Hunt	1,349.51
P13244	Bruce Riley	1,167.64
P13245	Brian T. Smith	1,106.29
P13246	Carol L Tripp	2,440.32
P13247	Melanie I Winnett	1,729.81
TOTAL		\$ 13,043.20

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, the labor performed, or the expense incurred as described herein and that the claim is a just, due and unpaid obligation against the Port of Poulsbo and that I am authorized to authenticate and certify to said claim.


Carol Tripp (Mar 18, 2022 09:26 PDT)
Port Auditor

~~~DIRECT DEPOSIT ADVICES~~~

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA March 2, 2022

We, the undersigned Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of \$74.00 and from the General Fund, this 2nd day of March 2022.

  
Mark Singer (Mar 19, 2022 13:00 PDT)

Mark Singer, Commissioner

ATTEST:

  
Jamie Green (Mar 19, 2022 09:17 PDT)

Jamie Green, Commissioner

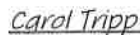
Cassidy Conners, Recording Secretary

  
Thomas K. Rose (Mar 19, 2022 18:49 PDT)

Thomas Rose, Commissioner

| Voucher #  | Claimant                          | Amount         |
|------------|-----------------------------------|----------------|
| EFT 3/2/22 | WA State Business License Service | \$74.00        |
|            | TOTAL                             | <b>\$74.00</b> |

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, the labor performed, or the expense incurred as described herein and that the claim is a just, due and unpaid obligation against the Port of Poulsbo and that I am authorized to authenticate and certify to said claim.

  
Carol Tripp (Mar 18, 2022 09:26 PDT)

Port Auditor

~~~ EFT ~~~

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1
Poulsbo, WA 98370

Kitsap County, WA March 10, 2022

We, the undersigned Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of \$14,706.00 and from the General Fund, this 10th day of March 2022.

Mark Singer
Mark Singer (Mar 19, 2022 13:00 PDT)

Mark Singer, Commissioner

ATTEST:

Jamie Green
Jamie Green (Mar 19, 2022 09:17 PDT)

Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

Thomas K. Rose
Thomas K. Rose (Mar 19, 2022 18:49 PDT)

Thomas Rose, Commissioner

| Voucher # | Claimant | Amount |
|-------------|------------------------------------|--------------------|
| EFT 3/10/22 | Washington Teamsters Welfare Trust | \$14,706.00 |
| | TOTAL | \$14,706.00 |

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, the labor performed, or the expense incurred as described herein and that the claim is a just, due and unpaid obligation against the Port of Poulsbo and that I am authorized to authenticate and certify to said claim.

Carol Tripp
Carol Tripp (Mar 18, 2022 09:26 PDT)

Port Auditor

~~~ EFT ~~~

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA March 18, 2022

We, the undersigned Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of \$4,149.11 and from the General Fund, this 18th day of March 2022.

Mark Singer  
Mark Singer (Mar 19, 2022 13:09 PDT)  
Mark Singer, Commissioner

ATTEST:

Jamie Green  
Jamie Green (Mar 19, 2022 09:17 PDT)  
Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

Thomas K. Rose  
Thomas K. Rose (Mar 19, 2022 18:49 PDT)  
Thomas Rose, Commissioner

| Voucher #    | Claimant                    | Amount            |
|--------------|-----------------------------|-------------------|
| EFT 03/18/22 | US Treasury/Financial Agent | \$3,944.65        |
| EFT 03/18/22 | DSHS                        | \$204.46          |
|              | <b>TOTAL</b>                | <b>\$4,149.11</b> |

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, the labor performed, or the expense incurred as described herein and that the claim is a just, due and unpaid obligation against the Port of Poulsbo and that I am authorized to authenticate and certify to said claim.

Carol Tripp  
Carol Tripp (Mar 18, 2022 09:26 PDT)  
Port Auditor

~~~ EFT ~~~

**PORT OF POULSBO
Kitsap County, Washington
RESOLUTION 2022-04**

WHEREAS, the Port's Auditor has reported that the expenses directly attributable for the operation of Liberty Park Marina for the period January 1, 2021, through December 31, 2021, are as follows:

| | |
|---------------------------|-----------------------------------|
| Commissioner/Secty Comp | \$5,673.00 |
| Salaries & Wages | 107,113.92 |
| Taxes-Payroll-Federal | 8,628.20 |
| Taxes-Payroll-State | 4,672.50 |
| Employee Benefit Programs | 2,115.25 |
| Insurance-Health | 35,847.86 |
| Uniforms – Park | 757.20 |
| Accounting | 181.25 |
| Legal | 1,778.00 |
| Office Expense - Park | 6,217.61 |
| Janitorial Supplies | 5,017.41 |
| Storage Rent | 1,512.00 |
| General & Admin (Direct) | 10,462.31 |
| Insurance-General | 15,838.31 |
| Advertising-Park | 4,912.93 |
| Electricity & Propane | 26,079.82 |
| Garbage, Sewer, Water | 16,622.46 |
| Telephone/Communication | 2,973.13 |
| Maintenance-Park | 3,561.46 |
| Outside Services | 4,575.00 |
| Outside Services-Park | 2,327.15 |
| Supplies-Park | 3,453.50 |
| Training | 2,516.33 |
| Taxes-Excise PARK | 7,285.09 |
| Total Expenses | <u><u>\$276,668.17</u></u> |

WHEREAS, funds are not currently available in full, the Port Treasurer is directed to transfer funds immediately when they become available.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington as follows:

1. The allocation of expenses associated with the operation of the Liberty Park Marina for the period January 1, 2021 through December 31, 2021, as identified above, are hereby approved.
2. The Port Treasurer is hereby authorized and directed to transfer the amount of \$276,668.17 from the Liberty Park Fund to the Port of Poulsbo General Fund.

ADOPTED, by the Board of Commissioners of the Port of Poulsbo at the regular public meeting thereof held this 17th day of March 2022, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof.

Thomas K. Rose

Thomas K, Rose (Mar 19, 2022 18:49 PDT)

Thomas Rose, Commissioner

Mark Singer

Mark Singer (Mar 19, 2022 13:01 PDT)

Mark Singer, Commissioner

Jamie Green

Jamie Green (Mar 19, 2022 09:16 PDT)

Jamie Green, Commissioner