

**Poulsbo Port District – Port Commission**  
**Fire Station 71 – 911 NE Liberty Road**  
**Poulsbo, WA**

<b>Subject</b>	<b>*HYBRID* Regular Meeting Agenda</b>	<b>Date</b>	<b>12/05/2024</b>
<b>Recorder</b>	<b>Cassidy Conners</b>	<b>Start Time</b>	<b>7:00 PM</b>
<b>Commission Chair</b>	<b>Jay Lawrence</b>	<b>End Time</b>	<b>9:00 PM</b>
<b>Commission Members</b>	<b>Jamie Green, Mark Singer</b>		
<b>Staff Present</b>	<b>Daryll Trask – Harbormaster, Carol Tripp – Port Accountant</b>		

<b>AGENDA</b>			
<b>No.</b>	<b>Topic</b>	<b>Action/Recommendation/Discussion</b>	
1.	CALL TO ORDER		
2.	COMMISSIONER COMMENTS		
3.	PUBLIC COMMENTS (limit of 3 minutes)		
4.	POULSBO BOATER'S ASSOCIATION REPORT		
5.	<b>CONSENT AGENDA ITEMS</b> (Next Res: 2024-09) 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. <b>A. Approve meeting minutes of: 11/7/24</b> <b>B. Warrants: 18950 – 18968, P14150 – P14182, 10/31/24 EFT, 11/8/24 EFT, 11/13/24 EFT, 11/22/24 EFT, 11/25/24 EFT, 12/6/24 EFT in the amount of \$646,128.69.</b>		
6.	<b>OLD BUSINESS ITEMS</b>		
	<b>A. Inclement Weather Policy</b>		
	<b>B. Reservation Policy</b>		
7.	<b>NEW BUSINESS ITEMS</b>		
	<b>A. Commissioner Responses to public comments/discussions</b>		
	<b>B. Olympic Outdoor Center</b>		
	<b>C. Accounting Report - Carol</b>		
	<b>D. Manager Report-Daryll</b>		
8.	<b>PUBLIC COMMENT &amp; REQUESTS FOR FUTURE AGENDA ITEMS</b>		
9.	<b>COMMISSIONER COMMENTS</b>		
10.	<b>ADJOURN</b>		

<https://us02web.zoom.us/j/85607933179>

Meeting ID: 856 0793 3179

**One tap mobile**

**+12532158782,,89253011491# US (Tacoma)**

**+12532050468,,89253011491# US**

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 step up to the podium and 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.

PORT OF POULSBO REGULAR MEETING

DECEMBER 5, 2024

7:00 PM

**Present:** Commissioner Lawrence, Commissioner Green, Commissioner Singer, Port Accountant Carol Tripp, Harbormaster Daryll Trask

**Call to Order 7:00pm**

**Commissioner Comments**

Commissioner Singer had no comment.

Commissioner Green said Yulefest is coming up on Saturday, December 7<sup>th</sup>. The Vikings will have their bonfire at 4pm. Santa will be downtown every Saturday and Sunday, leading up to Christmas. The Yacht Club will have their lighted boat parade on December 21<sup>st</sup>. Feedback has come in that the board needs to have some true delegation and follow up points of contact for calls to action at the end of the meetings.

Commissioner Lawrence hopes everyone had a good Thanksgiving. He will be attending Yulefest and participating in the light parade as well. There was a workshop, and we are trying to work on things together to get everything updated. He appreciates the patience from everyone. The board is invested in the Port and all the money that comes in goes back into the Port. There will be hiccups and we're doing everything we can to make things move forward.

**Public Comments**

Jeff, volunteer consultant, said the Port of Poulsbo is an important marina. The breakwater and relocation of the fuel dock were wonderful improvements. The reservation system is plainly terrible, which he says as a boater. Reservations need to be easily made available and accomplished by Dockwa for guest moorage. The Port Director at Port Ludlow will gladly answer any questions. The comp plan from 2022 touched on remote payments, which would save time and enhance revenue. The fact that power may be unavailable on the breakwater is crazy; it discourages people and groups if they can't have power. Just get it fixed. An alarm system that would alert staff by text if power fails would fix this. The website needs work and updates. Someone needs to stay on top of social media. Hire a consultant if needed. Those slips need to be full year-round and to sell more fuel. The fuel dock should be open until 6pm. Give Daryll the tools he needs to succeed. There are too many excuses about why things can't be done. This culture needs to be positive, and the Port will prosper.

Nico Jensen, D Dock, said there's still trouble with signage. It's hindering communication and it needs to be addressed. There is a marketing strategy of "if you build it they will come" approach. Proactive marketing plans could help fill slips. Promoting guest moorage and breakwater slips would help. Partnering with Yacht Clubs would help. Social media needs to be updated in real time. To help drive progress, 1-3 action items need to be assigned to staff and Commissioners. Without outreach, time, and resources, potential revenue is wasted. She'd like to see "proactive marketing" added to the future agenda. She wants to see the Port utilize the improved facilities and make the Port of Poulsbo the first-class destination it claims to be. The

PORT OF POULSBO REGULAR MEETING  
DECEMBER 5, 2024  
7:00 PM

Port can only fail through mismanagement at this stage. If the Port starts now with positivity and educational campaigns, she thinks annexation is still several voting cycles away.

**Poulsbo Boater's Association**

The association gave their report.

**Consent Agenda**

**Motion:** Move to approve the meeting minutes 11/7/2024.

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

Motion passed unanimously.

**Motion:** Move to approve the warrants as read.

**Moved by:** Commissioner Green **Seconded by:** Commissioner Lawrence

Commissioner Singer abstained.

Motion passed.

**Old Business Items**

**Inclement Weather Policy**

Harbormaster Trask renamed the policy to "Closure Policy." It includes inclement weather and other safety issues. Everything else in the document remains.

**Motion:** Move to approve the Closure Policy as presented.

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

Motion passed unanimously.

**Reservation Policy**

The biggest change is on page two of the reservation policy, and includes no reservations are permitted for Memorial Day, Labor Day, and Viking Fest. Reservations can be made the same day before 11:30am of that day. Everything else reads the same and Harbormaster Trask would like to see the Reservation Policy approved today.

Discussion followed in support of allowing reservations on said restricted holidays. Port Accountant Tripp said if holidays are open for reservations, it'll need to be approved by RCO. If reservations are no-shows, they still need to be charged. Reservations can be limited on holidays, and some can be made first come, first serve.



PORT OF POULSBO REGULAR MEETING  
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7:00 PM

Commissioner Singer believes reservations for holidays should be live. Full payment should be due when the holiday reservation is made without reimbursement within the timelines allotted for cancellations.

**Motion:** Move to table the Reservation Policy until comments are reviewed tonight.

**Moved by:** Commissioner Singer **Seconded by:** *There was no second*

No vote was taken.

#### **New Business Items**

##### **Commissioner Responses to Public Comments/Discussions**

Commissioner Green suggested reviewing January to help save time. There will be a workshop on January 6<sup>th</sup> at 10am. One agenda item will include a marketing strategy plan. Another agenda item will be communication and will also include social media. Signage will also be discussed. The kayak racks are not being utilized.

Commissioner Lawrence attended the Bloody Mary Crawl. He watched a boat loop around before tying up at a dock. He tried to tell the boater the Port was closed. He saw the boat loop back around to tie up at the dock again. He said we're doing what we can, but we can't just make people stop doing what they're doing. There are things we're working on. Policies are outdated or soon expiring. We've been taking care of them and Harbormaster Trask is addressing them. Once addressed, the Commission can start working on them. In the past, people started doing things they wanted to do. He's going to get the systems written and it'll take some time. Unexpected things have popped up that the board is trying to deal with.

##### **Olympic Outdoor Center**

No one from the Olympic Outdoor Center was in attendance.

##### **Manager Report**

Please see attached.

##### **Accountant Report**

Please see attached.

**Motion:** Move to approve Resolution 2024-09

**Moved by:** Commissioner Singer **Seconded by:** Commissioner Lawrence

Motion passed unanimously.

**Motion:** Move to approve SME to do work on the fuel dock.

**Moved by:** Commissioner Lawrence **Seconded by:** Commissioner Singer

PORT OF POULSBO REGULAR MEETING  
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7:00 PM

Motion passed unanimously.

**Public Comments & Requests for Future Agenda Items**

Jeff would like to see the board continue to talk about Dockwa and be able to proceed with vetting Dockwa. He also wants to see the board get into the mode of how things are going to get done and kick it into gear. He hears a lot of reasoning about why it can't be done. It can all be done. Everyone needs to work together. It needs to be positive attitudes and get things going.

Aaron Wenholz, D Dock, addressed his comment to Commissioner Lawrence. His comment about signage and the boater tying up to the dock even after being told the Port was closed is not an excuse to not do what's right. Commissioner Lawrence's attitude perpetuates things not happening. Signage will help relieve the Port of liability and will communicate with the public.

Nico Jensen, D Dock, said signage is about risk mitigation. Not about people who are poaching moorage. The point is your sign is going to protect you against incidence or injury when you don't have any signage or adequate signage posted. The signage doesn't say anything that protects the Port. Someone who shouldn't be there can sue just as easily as someone who should be there. It's about protecting the port and that's disheartening when it's known there's limited reserves.

Damien Clark offered to rent the spot the kayaks are in as a moorage slip. There's ten years of lost revenue there. He will rent the spot and be done with it.

**Commissioner Comments**

Commissioner Lawrence wasn't trying to razz on signage and getting things taken care of. Port Accountant Tripp has been doing more about signage, and he isn't trying to shut anybody down. The Reservation Policy is nearly done but isn't quite ready to sign. He wishes he could do it faster. He listens and there are workshops and meetings. Sometimes it won't be how everyone wants it. There are steps that have to be taken, and those steps take time. We are all working together.

Commissioner Green addressed the PBA's questions. Harbormaster Trask has already preemptively responded to some questions. He will send the new organizational chart on Monday. We do have our five-year comp plan. It is something to collaborate on with Harbormaster Trask and Port Accountant Tripp to be broken down year by year. Nico said she would like to see general goals for the future, how the Port plans to get there, and how and when maintenance will happen.

See attached for Commissioner Singer's comment.

PORT OF POULSBO REGULAR MEETING  
DECEMBER 5, 2024  
7:00 PM

Commissioner Lawrence said Commissioner Singer has done a lot for the Port and wishes him the best in the future.

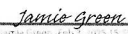
Commissioner Green said she is sad to see Commissioner Singer go, but she understands.

Port Accountant Tripp requested a copy of the resignation for the minutes.

Commissioner Lawrence wished everybody a Merry Christmas and Happy New Year.

**Adjourn 8:49pm**

  
\_\_\_\_\_  
Jay Lawrence, Commissioner & Chairman

  
\_\_\_\_\_  
Jamie Green, Commissioner

\_\_\_\_\_  
Mark Singer, Commissioner

\_\_\_\_\_  
Cassidy Conners, Recording Secretary (Not in Attendance)



## Accounting & Business Report – December 5, 2024

### Accounting Report –

The Summary of Financial Statements for the month ending October 31, 2024 has been completed and are attached to this report.

For the month of October, there was a net gain of \$111,572.71 which is due to real estate and personal property taxes received in the amount of \$118,342.64. There were no payments made for capital improvements project for this month.

We have a quote from 2 contractors to complete some needed maintenance on the fuel dock. The lowest responsive bidder was SME Solutions, LLC in the amount of \$32,765.95. The two quotes that we received were as follows:

- Saybr Contractors Inc. - \$60,268.02 (inc WSST)
- SME Solutions, LLC - \$32,765.95 (inc WSST)

Additional information was requested from SME Solutions, and it has not been received as of 12/05/2024 @ 1:30 pm. If the Commission would like the fuel dock to open before January 2, 2025, I would suggest that the Commission approve the low bid of \$32,765.95 with a contingency of \$15,000 (plus WSST). This will allow for the completion of the project without delay or causing a special meeting occurrence. **BOARD ACTION REQUIRED.**

End of year 'housekeeping' issues-

1. Resolution 2024-09 was drafted and requires approval this evening. This resolution was emailed to the Commission earlier. RCW 39.56.040 requires that warrants (checks) be presented 'within one year of their issue.' There are three warrants that have exceeded the time period and have been listed on the resolution. **BOARD ACTION REQUIRED.**
2. There is one remaining individual who has an outstanding balance on their account, and it has been submitted to our collection company. At this time, I do not recommend writing off this account as a 'bad debt' until it has been in collections for 6 months or more. There are no other accounts to write off as bad debt, therefore a resolution is not required.

Lastly, as a result of completing an **unanticipated** replacement of the Port's Fireline in 2023/2024 in the amount of \$429,156.01; combined with, a higher than estimated, breakwater replacement in the amount of approximately \$980,000 in 2023/2024, the Port was hit hard financially.

We now have another unanticipated expense of approximately \$49,160.95 for fuel dock maintenance and a repair to the Fireline, which is estimated to cost \$15,000. The Fireline was damaged by the floats grounding and damaging the connector.

These are the reasons for the cash shortfall that we are in currently. Assuming that a Cash Flow Projection was not done is incorrect assumption.

In addition, grant funding was approved for the E/F Dock project in 2023, and the Port started the process of moving forward with the project. Until earlier this week, the Port was waiting for \$464,186.28 in grant reimbursements from the State of Washington. We did receive one grant reimbursement of \$225,578.43 this week but the other amount is still outstanding, and I am hoping to receive it by the end of the month given delays because of the holidays.

Please feel free to reach out to me directly if you have questions rather than making incorrect assumptions with inaccurate data.

Respectfully Submitted,

Carol Tripp, Port Accountant



**Port of Poulsbo  
Summary of Financial Statements  
For the Ten Months Ending October 31, 2024**

**ASSETS, LIABILITIES, EQUITY**

Cost of Capital Assets	\$ 12,822,273.98
Current Assets	1,212,748.69
<b>TOTAL ASSETS</b>	<b>\$ 14,035,022.67</b>
Current Liabilities	\$ 680.00
Long-Term Liabilities	4,909,741.48
<b>TOTAL LIABILITIES</b>	<b>\$ 4,910,421.48</b>
<b>TOTAL EQUITY</b>	<b>\$ 9,124,601.19</b>

	<b>October</b>	<b>Year To Date</b>
<b>INCOME &amp; EXPENSES</b>		
Gross Profit	238,346.63	2,345,050.63
Operating Expenses	126,773.92	1,636,466.73
<b>NET GAIN/LOSS</b>	<b>\$ 111,572.71</b>	<b>708,583.90</b>

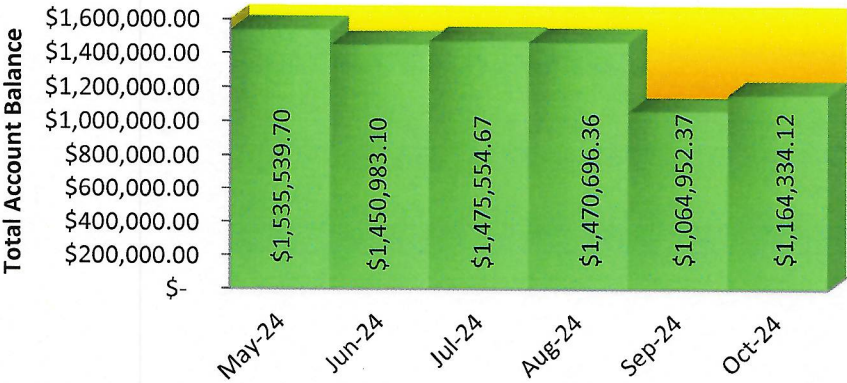
<b>CAPITAL IMPROVEMENTS</b>	<b>\$ -</b>	<b>1,231,918.34</b>
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Balances of Assets Accts  
*October 31, 2024*

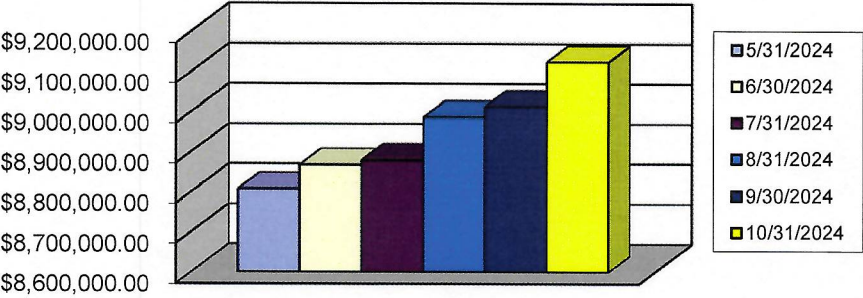
General Fund	\$ 252,681.57
General Investment Fund	69,966.22
Liberty Park Fund	7,342.76
Park Investment Fund	557.00
Remaining Fund Balances and other current assets	882,201.14
	<b>\$ 1,212,748.69</b>

**CAPITAL ASSETS ARE BASED ON HISTORICAL COSTS AND DO NOT REPRESENT THE CURRENT FAIR MARKET  
VALUE OR REPLACEMENT COST.**

Change in Cash Accounts



Equity Comparison - Monthly



CAPITAL ASSETS ARE BASED ON HISTORICAL COSTS AND DO NOT REPRESENT THE CURRENT FAIR MARKET VALUE OR REPLACEMENT COST.

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA

November 22, 2024

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 \$557,469.55 and from the General Fund, this 22nd day of November 2024.

Mark Singer, Commissioner

ATTEST:

Jamie Green

Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

Jay Lawrence

Jay Lawrence, Commissioner

Voucher #	Claimant	Amount
18950	Bank of America	1,342.61
18951	Blue Sky Printing	38.21
18952	CHS Inc/Cenex	168.57
18953	Cleanenergy Detailed Cleaning LLC	65.00
18954	Coast to Coast Hardware	107.96
18955	Critter Ridders Pest Control	2,623.20
18956	Ferguson Enterprises Inc	404.31
18957	Home Depot	307.66
18958	Kitsap Networking Services	1,190.00
18959	Olympic Springs Inc	53.43
18960	PUD #1 of Kitsap County	682.00
18961	Quigg Brothers Inc	505,704.33
18962	Soundwest Engineering Assoc Inc	18,556.75
18963	State Auditor's Office	5,182.12
18964	Verizon Wireless	80.02
18965	Western Washington University	12,395.00
18966	Puget Sound Energy	4,209.55
18967	City of Poulsbo	3,338.03
18968	Edward Jones	1,020.80
TOTAL		\$ 557,469.55

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

Port Auditor



**PORT OF POULSBO**

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA                      November 8, 2024

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 \$13,528.10  
and from the General Fund, this                      8th                      day of                      November 2024 .

\_\_\_\_\_  
Mark Singer, Commissioner

Jamie Green  
\_\_\_\_\_  
Jamie Green, Commissioner

Jay Lawrence  
\_\_\_\_\_  
Jay Lawrence, Commissioner

Voucher #	Claimant	Amount
P14150	Sean P. Bauman	1,599.58
P14151	Hannah E. Harness	1,560.28
P14152	Yordon I. Henry	682.50
P14153	Kelli M. Hodges	1,970.82
P14154	VOID	
P14155	Nicholas C. Mandeville	1,065.43
P14156	GL D. Berumen Tabanico	1,331.16
P14157	Daryll Trask	2,898.08
P14158	Carol Tripp	2,420.25
TOTAL		\$ 13,528.10

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  
\_\_\_\_\_  
Port Auditor

~~~DIRECT DEPOSIT ADVICES~~~

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA

November 22, 2024

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

\$13,242.62

and from the General Fund, this

22nd day of

November 2024

Mark Singer, Commissioner

Jamie Green

Jamie Green, Commissioner

Jay Lawrence

Jay Lawrence, Commissioner

| Voucher # | Claimant               | Amount       |
|-----------|------------------------|--------------|
| P14159    | Sean P. Bauman         | 1,456.35     |
| P14160    | Hannah E. Harness      | 1,408.27     |
| P14161    | Yordon I. Henry        | 831.84       |
| P14162    | Kelli M. Hodges        | 1,736.10     |
| P14163    | VOID                   |              |
| P14164    | Nicholas C. Mandeville | 1,196.07     |
| P14165    | Daryll Trask           | 2,900.43     |
| P14166    | Carol Tripp            | 2,413.45     |
| P14167    | VOID                   |              |
| P14168    | GL D. Berumen Tabanico | 1,300.11     |
| TOTAL     |                        | \$ 13,242.62 |

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

Port Auditor

~~~DIRECT DEPOSIT ADVICES~~~

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA December 6, 2024

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 \$13,309.33 and from the General Fund, this 6th day of December 2024.

Mark Singer, Commissioner

Jamie Green

Jamie Green, Commissioner

Jay Lawrence

Jay Lawrence, Commissioner

| Voucher # | Claimant               | Amount       |
|-----------|------------------------|--------------|
| P14169    | Jamie Green            | 927.19       |
| P14170    | Jason Lawrence         | 629.83       |
| P14171    | Mark Singer            | 357.03       |
| P14172    | Cassidy Conners        | 297.37       |
| P14173    | Sean Bauman            | 1,298.26     |
| P14174    | Yordon Henry           | 785.20       |
| P14175    | Kelli Hodges           | 1,512.10     |
| P14176    | VOID                   |              |
| P14177    | Nicholas Mandeville    | 1,067.76     |
| P14178    | Daryll Trask           | 2,900.28     |
| P14179    | Carol Tripp            | 2,414.15     |
| P14180    | VOID                   |              |
| P14181    | GL D. Berumen Tabanico | 1,120.16     |
| P14182    | VOID                   |              |
| TOTAL     |                        | \$ 13,309.33 |

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

Port Auditor

~~~DIRECT DEPOSIT ADVICES~~~



PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA

October 31, 2024

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 \$23,830.74  
and from the General Fund, this 31st day of October 2024.

Mark Singer, Commissioner

ATTEST:

Jamie Green

Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

Jay Lawrence

Jay Lawrence, Commissioner

| Voucher #    | Claimant                       | Amount      |
|--------------|--------------------------------|-------------|
| EFT 10/31/24 | WA State Dept of Revenue - LET | \$23,830.74 |
|              | TOTAL                          | \$23,830.74 |

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

Port Auditor

~~~ EFT ~~~

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA

November 8, 2024

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

\$4,035.33

8th day of

November 2024

Mark Singer, Commissioner

ATTEST:

Jamie Green

Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

Jay Lawrence

Jay Lawrence, Commissioner

| Voucher #   | Claimant                    | Amount     |
|-------------|-----------------------------|------------|
| EFT 11/8/24 | US Treasury/Financial Agent | \$3,722.70 |
| EFT 11/8/24 | US Treasury/Financial Agent | \$312.63   |
| TOTAL       |                             | \$4,035.33 |

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

Port Auditor

~~~ EFT ~~~

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA

November 13, 2024

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 \$12,341.00  
and from the General Fund, this 13th day of November 2024.

Mark Singer, Commissioner

ATTEST:

Jamie Green

Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

Jay Lawrence

Jay Lawrence, Commissioner

| Voucher #    | Claimant                   | Amount      |
|--------------|----------------------------|-------------|
| EFT 11/13/24 | WA Teamsters Welfare Trust | \$12,341.00 |
|              | TOTAL                      | \$12,341.00 |

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

Port Auditor

~~~ EFT ~~~



PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA

November 22, 2024

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 \$3,659.21 and from the General Fund, this 22nd day of November 2024.

Mark Singer, Commissioner

ATTEST:

Jamie Green

Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

Jay Lawrence

Jay Lawrence, Commissioner

| Voucher #    | Claimant                    | Amount     |
|--------------|-----------------------------|------------|
| EFT 11/22/24 | US Treasury/Financial Agent | \$3,659.21 |
|              | TOTAL                       | \$3,659.21 |

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

Port Auditor

~~~ EFT ~~~

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA

November 25, 2024

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 \$972.13 and from the General Fund, this 25th day of November 2024.

Mark Singer, Commissioner

ATTEST:

Jamie Green

Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

Jay Lawrence

Jay Lawrence, Commissioner

| Voucher #    | Claimant                 | Amount   |
|--------------|--------------------------|----------|
| EFT 11/25/24 | WA State Dept of Revenue | \$972.13 |
|              | TOTAL                    | \$972.13 |

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

Port Auditor

~~~ EFT ~~~

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA

December 6, 2024

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 \$3,740.68 and from the General Fund, this 6th day of December 2024.

Mark Singer, Commissioner

ATTEST:

Jamie Green

Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

Jay Lawrence

Jay Lawrence, Commissioner

| Voucher #    | Claimant                    | Amount     |
|--------------|-----------------------------|------------|
| EFT 12/06/24 | US Treasury/Financial Agent | \$3,740.68 |
|              | TOTAL                       | \$3,740.68 |

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

Port Auditor

~~~ EFT ~~~