

VIRTUAL MEETING VIA ZOOM

Poulsbo Port District – Port Commission

Subject	*REMOTE* Regular Meeting Agenda	Date	June 3, 2021
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 BOATERS ASSOCIATION REPORT	
5.	CONSENT AGENDA ITEMS (Next Res: 2021-09) 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. A. Approve meeting minutes of: 05.20.21 B. Warrants: 17261 – 17268, 17269 – 17276, P13003 – P13015, EFT 5/28/21 EFT 6/10/21 in the amount of \$67,015.29. C. Resolution: 2021-06; 2021-07; 2021-08	
6.	OLD BUSINESS ITEMS	
	A. Resolution #9 – Declaring Local Emergency & Delegation of Authority - Review	
	B. Boat Ramp/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/87028270895>

Meeting ID: 870 2827 0895

One tap mobile

+12532158782,,83946997646# US (Tacoma)

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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Find your local number: <https://us02web.zoom.us/j/keFbPAvQoz>

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.

PORT OF POULSBO
REMOTE REGULAR MEETING MINUTES
JUNE 3, 2021
7:00 PM

Present: Commissioner Singer, Commissioner Green, Commissioner Rose, Port Accountant Carol Tripp, ~~Melanie Winnett – Harbormaster~~, Pamela Benson & Peter Horner – PBA, Mr. John Piccone – Port Engineer, Councilman Musgrove, Doug Brusig.

Call to Order 07:00pm

Commissioner Comments

Commissioner Singer had great weekend, saw a lot of people on their boats cleaning and getting ready for summer. He reminded boaters to mind their speeds and slow down when leaving slips.

Commissioner Green said now that summer is here, there's increased boat traffic, and water sports are full swing. She encouraged everyone to give each other space and respect the needs of those around.

Commissioner Rose said to look out after neighbors. There have been a couple of issues that were handled internally.

Public Comments

Councilman Musgrove said there are a few major construction projects happening downtown Poulsbo through this summer and fall. There will be upward of 100 construction workers on certain given days. He wanted to raise awareness of those things coming up and will get a schedule. He also mentioned the efforts of the HDPA board members using their knowledge and input and wanting to pair with the Port's input for any kind of cooperation/considerations given during all said projects.

Poulsbo Boater's Association

There was no report.

Consent Agenda

Motion: Move to approve the regular meeting minutes of May 20, 2021.

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

Motion passed unanimously.

Motion: Move to approve the warrants.

Moved by: Commissioner Rose **Seconded by:** Commissioner Singer

Motion passed unanimously.

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REMOTE REGULAR MEETING MINUTES
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7:00 PM

Motion: Move to approve Resolution 2021-06; 2021-07; 2021;08

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

Motion passed unanimously.

Old Business Items

Resolution #9 – Declaring Local Emergency & Delegation of Authority – Review

There were none.

Breakwater & Boat Ramp Updates

Mr. Piccone began with boat ramp updates. The project is going well, and the rock wall is roughly 60-70% complete with the large rocks. The smaller rocks are being finalized as well as the finishing touches on the wall. He is waiting on low tides (next week) to finish up the wall, and then the project will shift to work on the base for the lower portion of the ramp. Things will happen quickly once the project is finished with the in-water work.

Regarding the breakwater updates, the topic revolves around permitting. There have been good strides overall on permitting at the City level. The hearing examiner has approved the shoreline permit and now it has moved to Ecology for final approval. The HPA was submitted to WDFW as soon as the City was done with SEPAC EPA. WDFW is doing their review and that isn't anticipated to be a long-lead item. DNR has been reviewing all the pieces associated with the PMA and the lease. Their review of the project received good comments about a week ago. They have told Mr. Piccone they're optimistic about finishing in June (which he is interpreting as July). The permits are outstanding, but near complete.

The Army Corps is the organization that continues to be a sticking point. Mr. Piccone has tried to get the Corps to move forward with their review and he finally did get a response. The big sticking point is with the National Marine Fisheries. They aren't budging or doing reviews at that level. Nothing has been accomplished and he hasn't been able to get any replies from them. Mr. Piccone gave three possible options (which won't be necessary to decide until the first or second meeting in July):

First option: Try to continue getting the Corps permitting and move back the project (roughly less than a year, approximately ten months). The purpose of this would be to focus heavily on pushing the Corps to do their review and get the permit to the Port. Then that would mean bidding the entire project late this year or early next year. There is good timing regarding bidding and would allow a lot of preliminary work to be done.

Second option: Request emergency authorization to begin construction on mitigating the emergency areas of the breakwater. This is what was done with the boat ramp. Mr. Piccone had meetings with the Corps and Port Accountant Tripp and discussed the possibility of an

PORT OF POULSBO
RLMOTE REGULAR MEETING MINUTES
JUNE 3, 2021
7:00 PM

emergency authorization. Mr. Piccone feels that is a good chance the Army Corps would authorize it. He has a strong hunch that the emergency authorization would allow the breakwater, but not the new transient moorage. The best way to carry this out would be to bid the project, just as originally planned, only with minor changes with bid documents in two phases. This would allow the breakwater project to start in the fish window in the fall, and then the get authorization to finish phase two from the standard permitting route.

Third option: Pursue the emergency authorization, and break the project into two phases, bidding as two independent projects. This is the least recommended, most expensive path. Introducing multiple contractors introduces issues and the potential for risk at the Port.

Mr. Piccone encouraged focusing on getting assistance from members of congress. Projects are completely shutting down and the only projects getting through this issue are those who have strong support from those in congress and state representatives. This is a route to take regardless of which option the Port chooses. There's no telling how long National Marine Fisheries will sit and stagnate on the permitting. Mr. Piccone has current, direct contact with the Corps and they're communicating with him. He doesn't think the resistance is from the Corps. They're pointing the finger to the National Marine Fisheries and the contention between the two entities is where the issue is. He is happy to get facts to the board to prepare them for reaching out to people in congress directly. Mr. Piccone is attempting to get assistance from Representative Kilmer and is doing so with assistance from the WPPA.

Commissioner Rose said he believes everyone needs to collect facts and figures; the board needs to get educated and compare notes on how to execute a plan of action. He wants to compare calendars with Mr. Piccone and Port Accountant Tripp to figure out how to pursue this. He's also leaning toward option one as a potential route regarding the breakwater project. This topic will be added to the next agenda for further discussion.

New Items

Items for Public Discussion

Commissioner Rose mentioned having another discussion about derelict boats.

Accounting & Manager's Report

See attached.

Motion: Move to authorize 2 for 1 Moorage Option for Classic Boat Rendezvous September 10th and 11th, 2021.

Moved by: Commissioner Rose **Seconded by:** Commissioner Green

Motion passed unanimously.

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Harbormaster's Report
See attached.

Public Comments/Request for Future Agenda Items

Councilman Musgrove reminded the board about a joint City/Port meeting sometime in the second half of July. He encouraged the board to email or call him about planning.


Commissioner Comments

Commissioner Green asked Councilman Musgrove about the downtown Poulsbo lights being replaced (he will have an update at the next meeting).

Commissioner Singer asked about any updates on the kayaks. Port Accountant Tripp said they're aiming to get 12 kayaks but isn't sure how many will fit. Anyone who wants one can call the office to get their name on the list. The cost for a kayak is to be determined.

Commissioner Rose is continuing to work on the boat regatta. He wants to put out some emails to find interest. He's hoping to generate more interest, get boats out, and people enjoying community events.

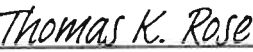
Final Adjournment 8:23pm



Mark Singer (Jun 19, 2021 09:50 PDT)
Mark Singer, Commissioner



Jamie Green (Jun 18, 2021 10:16 PDT)
Jamie Green, Commissioner



Thomas K. Rose (Jun 19, 2021 10:37 PDT)
Thomas Rose, Commissioner

Cassidy Conners, Recording Secretary (Not in Attendance)

Accounting & Manager Report 06/03/2021 –

- Maintenance Report Submitted by Eugene Madayag –
 - Maintenance completed for the month of May/June 2021
 - Pressure testing of fuel barge lines have been tested and are good. Testing was done by SME Solutions.
 - Floats NW – Cleanup has been done. A diver was sent to do a final cleanup of surrounding boats and slips.
 - Electrical and water stanchion repairs during most of the week due to boater accidents.
 - Some preparation to maintenance shop done and some items starting to move back from the Sea Discovery Boat House.
 - Maintenance in Progress-
 - Floats have been connected and framing of floats together, framing of grating is the next step towards completion of the project.
 - Installation of new fuel pumps has been delayed due to incorrect evaluation of the fuel barge the sales rep. In coordination with myself and the installers, and the sales rep, the correct sumps have been ordered and rescheduling of the install will happen after the sumps are in.
 - Divers have been called for a 2x4 extraction, from underneath a main concrete float. Low tides during the week had caused a 2x4 to come through the concrete float. A patch will be made after the 2x4 has been removed.

- Permanent Moorage Coordinator/HM Report by Melanie Winnett—
 - Spoke with Robert from NW Float Services about Styrofoam cleanup within the marina. The divers spent ½ a day cleaning Styrofoam from various vessels, the kayak floats, and cracks between the whalers on B Dock. Because the Port's boathouse supported such heavy items (tools, various machines etc.), there was extra Styrofoam floatation used and it was extremely difficult to capture every single particular of Styrofoam. Perhaps it is time to discuss a set timeline to upgrade the floatation of the boathouses within the Port of Poulsbo.
 - Wanted to thank Pam from the PBA for notifying the office about some weather-related issues. Again, the licensees are our eyes when the staff is not here. Thank you!!
 - KRA's missing 2x4's have been replaced.
 - A sheen was noted on 'B' Dock. Two suspect vessels were inspected but no issues were found with one vessel and the other vessel will be re-inspected in one week after their bilge is cleaned.
 - Spoke with Mike Novak at Ultimate Clean about placements of 2 red bins for zinc recycling. One bin will be at the corner of crossing dock of B dock and the other will be at the C Dock entrance. If any licensees have any suggestions to add another spot, please don't hesitate to contact me.

Accounting and Manager Report --

The Port's Annual Report was emailed to all Commissioners on May 21, 2021. In addition, Actual vs Budgeted Income Statement for the period ending April 30, 2021 was emailed to all Commissioners on June 1, 2021.

With Kelli's assistance, I am currently working on the personnel manual and expect to have an updated draft to the Board within the next few weeks.

Classic Yacht Association has requested 'two nights for the price of one' for the night of September 10-11, 2021; for the Poulsbo Classic Car & Cruise Show. Each vessel will have a sign posted on it with the history of boat. Many of the vessels will be open for boarding. In the past, the Port has supported this event with the 2 nights for the price of 1 for classic vessels only. With Board approval, I would suggest the Port offer this to the Classic Yacht Association again to encourage pedestrian traffic down onto the docks and to the downtown event.

Lastly, the Poulsbo Compounding Pharmacy Building will be available for lease in November of this year. The monthly lease price currently is \$6,000 which includes approximately 20-21 parking spots. The parking spots cannot be leased separately.

The Port was contacted by a Boathouse owner about purchasing their 1, 188 sq ft boathouse. The current asking price is \$65,000.00.

Respectfully Submitted,

Carol Tripp

PORT OF POULSBO

PAYMENT VOUCHER

Post Office Box 732
Poulsbo, WA 98370

Kitsap County, WA

June 3, 2021


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 \$19,086.36 and from the General Fund, this 3rd day of June 2021.


Mark Singer (Jun 10, 2021 10:34 PDT)
Mark Singer, Commissioner

ATTEST:

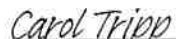

Jamie Green (Jun 7, 2021 07:52 PDT)
Jamie Green, Commissioner

Cassidy Conners, Recording Secretary


Thomas K. Rose (Jun 10, 2021 17:53 PDT)
Thomas Rose, Commissioner

Voucher #	Claimant	Amount
17261	Bank of America	598.65
17262	Home Depot	413.64
17263	Office Depot Credit Plan	52.30
17264	PetroCard	16,625.66
17265	Propane Northwest	133.49
17266	Seattle Injector Co	186.40
17267	Home Depot Pro	513.82
17268	Kitsap Sun	562.40
TOTAL		\$ 19,086.36

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 (Jun 4, 2021 09:18 PDT)
Port Auditor

PORT OF POULSBO

PAYMENT VOUCHER

Post Office Box 732
Poulsbo, WA 98370

Kitsap County, WA June 4, 2021

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 \$17,820.42 and from the General Fund, this 4th day of June 2021.


Mark Singer (Jun 10, 2021 10:34 PDT)
Mark Singer, Commissioner

ATTEST:


Jamie Green (Jun 7, 2021 07:52 PDT)
Jamie Green, Commissioner

Cassidy Conners, Recording Secretary


Thomas K. Rose (Jun 10, 2021 17:53 PDT)
Thomas Rose, Commissioner

Voucher #	Claimant	Amount
17269	Alexander Gow Fire Equipment	1,378.13
17270	Davis Financial	725.00
17271	Bank of America	1,325.31
17272	Kitsap Networking Services	4,000.00
17273	Norbut Law Firm PLLC	30.00
17274	PetroCard	7,409.35
17275	Robison Plumbing	1,477.63
17276	Sea Technology LTD	1,475.00
TOTAL		\$ 17,820.42

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 (Jun 4, 2021 09:18 PDT)
Port Auditor

PORT OF POULSBO

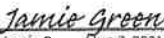
PAYMENT VOUCHER

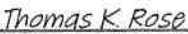
Post Office Box 732
Poulsbo, WA 98370

Kitsap County, WA May 28, 2021

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 \$14,638.64 and from the General Fund, this 28th day of May 21.

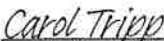

Mark Singer (Jun 10, 2021 10:34 PDT)
Mark Singer, Commissioner


Jamie Green (Jun 7, 2021 07:52 PDT)
Jamie Green, Commissione.


Thomas K. Rose (Jun 10, 2021 17:53 PDT)
Thomas Rose, Commissioner

Voucher #	Claimant	Amount
P13003	Christopher Henry	945.89
P13004	Kelli M. Hodges	1,658.77
P13005	Nicholas Mandeville	925.69
P13006	Jannese M. Hunt	1,339.32
P13007	Bruce Riley	922.35
P13008	Brian T. Smith	1,030.00
P13009	Carol L. Tripp	2,229.04
P13010	Melanie I. Winnett	1,687.57
P13011	Jamie R. Green	971.53
P13012	Thomas K. Rose	550.41
P13013	Mark E. Singer	550.41
P13014	Cassidy P. Conners	315.84
P13015	Eugene F. Madayag	1,511.82
TOTAL		\$ 14,638.64

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 (Jun 4, 2021 09:18 PDT)
Port Auditor

~~~DIRECT DEPOSIT ADVICES~~~

PORT OF POULSBO

PAYMENT VOUCHER

Post Office Box 732  
Poulsbo, WA 98370

Kitsap County, WA May 28, 2021

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 \$4,216.67 and from the General Fund, this 28th day of May 2021.

Mark Singer  
Mark Singer (Jun 10, 2021 10:34 PDT)  
Mark Singer, Commissioner

ATTEST:

Jamie Green  
Jamie Green (Jun 7, 2021 07:52 PDT)  
Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

Thomas K. Rose  
Thomas K. Rose (Jun 10, 2021 17:53 PDT)  
Thomas Rose, Commissioner

| Voucher #    | Claimant                    | Amount            |
|--------------|-----------------------------|-------------------|
| 05/28/21 EFT | US Treasury/Financial Agent | \$4,012.21        |
| 05/28/21 EFT | DSHS                        | \$204.46          |
|              | TOTAL                       | <b>\$4,216.67</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 (Jun 4, 2021 09:18 PDT)  
Port Auditor

~~~ EFT ~~~

PORT OF POULSBO

PAYMENT VOUCHER

Post Office Box 732
Poulsbo, WA 98370

Kitsap County, WA June 10, 2021

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 \$11,253.20 and from the General Fund, this 10th day of June 2021.

Mark Singer
Mark Singer (Jun 10, 2021 10:34 PDT)
Mark Singer, Commissioner

ATTEST:

Jamie Green
Jamie Green (Jun 7, 2021 07:52 PDT)
Jamie Green, Commissioner

Cassidy Connors, Recording Secretary

Thomas K. Rose
Thomas K. Rose (Jun 10, 2021 17:53 PDT)
Thomas Rose, Commissioner

| Voucher # | Claimant | Amount |
|--------------|----------------------------|--------------------|
| EFT 06/10/21 | WA Teamsters Welfare Trust | \$11,253.20 |
| | TOTAL | \$11,253.20 |

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
Carol Tripp (Jun 4, 2021 09:18 PDT)
Port Auditor

~~~ EFT ~~~

**PORT OF POULSBO**  
**Kitsap County, Washington**  
**RESOLUTION 2021-06**  
**DATED: JUNE 3, 2021**

**WHEREAS**, the Board of Commissioners implemented a new fee August 3, 2017 to help fund major Capital Improvements within the Port of Poulsbo; and

**WHEREAS**, the Port Accountant reported that there were \$51,845.81 in Capital Improvement Fees collected for the year ending December 31, 2020; and

**WHEREAS**, the Port Accountant has reported that of those fees collected; \$49,094.50 are from the Port's General Fund and \$2,751.31 are from the Liberty Park Fund.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington that the Port Accountant complete an Interfund Transfer in the amount of \$49,094.50 from the General Fund and \$2,751.31 from the Liberty Park Fund into the Capital Improvement Fund.

**ADOPTED**, by the Board of Commissioners of the Port of Poulsbo at the regular public meeting thereof held this 3<sup>rd</sup> day of June 2021, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof.

PORT OF POULSBO  
Kitsap County, Washington

*Thomas K. Rose*

Thomas K. Rose (Jun 10, 2021 17:52 PDT)

Thomas Rose, Commissioner

*Mark Singer*

Mark Singer (Jun 10, 2021 10:36 PDT)

Mark Singer, Commissioner

*Jamie Green*

Jamie Green (Jun 7, 2021 07:50 PDT)

Jamie Green, Commissioner

**PORT OF POULSBO**  
**Kitsap County, Washington**  
**RESOLUTION 2021-07**  
**DATED: JUNE 3, 2021**

**WHEREAS**, the Board of Commissioners recognizes that the Port of Poulsbo has adopted a reserve policy; and

**WHEREAS**, the Port Accountant has reported that the annual revenue for the year ending December 31, 2020 totals \$2,075,292.71; and

**WHEREAS**, the reserve policy states that the initial minimum contribution into the Contingency Reserve Fund is to be 2% of the annual revenue.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington that the Port Accountant complete an Interfund Transfer in the Amount of \$41,505.85 from the General Fund into the Contingency Reserve Fund.

**ADOPTED**, by the Board of Commissioners of the Port of Poulsbo at the regular public meeting thereof held this 3<sup>rd</sup> day of June 2021, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof.

PORT OF POULSBO  
Kitsap County, Washington

Thomas K. Rose

Thomas K. Rose (Jun 10, 2021 17:52 PDT)

Thomas Rose, Commissioner

M/S

Mark Singer (Jun 10, 2021 10:37 PDT)

Mark Singer, Commissioner

Jamie Green

Jamie Green (Jun 7, 2021 07:50 PDT)

Jamie Green, Commissioner

ATTEST:

\_\_\_\_\_  
Cassidy Conners, Recording Secretary

**PORT OF POULSBO**  
**Kitsap County, Washington**  
**RESOLUTION 2021-08**

**WHEREAS**, the Port's Auditor has reported that the expenses directly attributable for the operation of Liberty Park Marina for the period January 1, 2020, through December 31, 2020, are as follows:

|                           |                     |
|---------------------------|---------------------|
| Commissioner/Secty Comp   | \$5,914.00          |
| Salaries & Wages          | 87,673.06           |
| Taxes-Payroll-Federal     | 7,159.41            |
| Taxes-Payroll-State       | 3,799.46            |
| Employee Benefit Programs | 1,895.67            |
| Insurance-Health          | 31,196.71           |
| Accounting                | 202.50              |
| Office Expense - Park     | 2,589.00            |
| General & Admin (Direct)  | 6,368.86            |
| Insurance-General         | 16,098.80           |
| Advertising-Park          | 4,232.29            |
| Electricity & Propane     | 23,247.75           |
| Garbage, Sewer, Water     | 19,975.32           |
| Telephone/Communication   | 2,886.66            |
| Maintenance-Park          | 492.85              |
| Outside Services-Park     | 5910.00             |
| Supplies-Park             | 3,453.50            |
| Taxes-Excise PARK         | 5,254.43            |
| <b>Total Expenses</b>     | <b>\$228,350.27</b> |

**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, 2020 through December 31, 2020, as identified above, are hereby approved.
2. The Port Treasurer is hereby authorized and directed to transfer the amount of \$228,350.27 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 3<sup>rd</sup> day of June 2021, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof.

PORT OF POULSBO  
Kitsap County, Washington

*Thomas K. Rose*  
Thomas K. Rose (Jun 18, 2021 11:51 PDT)

\_\_\_\_\_  
Thomas Rose, Commissioner

*Mark Singer*  
Mark Singer (Jun 18, 2021 11:51 PDT)

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

*Jamie Green*  
Jamie Green (Jun 7, 2021 07:49 PDT)

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Jamie Green, Commissioner