

**Poulsbo Port District – Port Commission
Poulsbo Marina – 18809 Front Street
Multi-Purpose Building on ‘E’ Dock**

Subject	*HYBRID* Regular Meeting Agenda	Date	April 20, 2023
Recorder	Cassidy Connors	Start Time	7:00 PM
Commission Chair	Thomas Rose	End Time	9:00 PM
Commission Members	Jamie Green, Mark Singer		
Staff Present	Eugene Madayag, Port Manager; Carol Tripp, Port Accountant; John Piccone, P.E.		

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: 2023-1) 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: 4.6.23 B. Warrants: 18201 – 18219, P13575 – P13583, 4/10/23 EFT, 4/14/23 EFT, 4/25/23 EFT in the amount of \$484,092.43. C. Resolution 2022-11 AMENDED	
6.	OLD BUSINESS ITEMS	
	A. Breakwater Updates – John Piccone, P.E.	
	B. Change of Meeting Format	
	C. Parking – HDPA/Port Interlocal Agreement – Port Manager	
7.	NEW BUSINESS ITEMS	
	A. Commissioner Responses to public comments/discussions	
	B. Manager’s Report	
	C. Marketing – Boater’s App	
8.	PUBLIC COMMENT & REQUESTS FOR FUTURE AGENDA ITEMS	
9.	COMMISSIONER COMMENTS	
10.	ADJOURN	

<https://us02web.zoom.us/j/83542946528>

Meeting ID: 835 4294 6528

One tap mobile

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.

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Meeting ID: 835 4294 6528

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

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REGULAR MEETING PORT OF POULSBO

APRIL 20, 2023

7:00PM

Present: Commissioner Rose, Commissioner Green, Commissioner Singer, Port Manager Madayag, Port Accountant Tripp, Councilman Musgrove, PBA members

Call to Order 7:00pm

Commissioner Comments

Commissioner Singer said, from Florida, it's 80 degrees, sunny, and wishes everyone was there. He said Pam mentioned water hitting and coming over the breakwater; that's why it's a breakwater and it's doing a good job. He's looking forward to being home.

Commissioner Green said the Poulsbo Historical Society is hosting an I Spy event with lemonade and cookies on Saturday the 22nd from 11am-4pm. A new business, Spice and Tea Exchange, is officially open.

Commissioner Rose is looking forward to Monday's All Port's meeting.

Public Comments

Nico read a statement for Rick and Mary. May 22nd, 2022, they came to end of F dock. They were informed of a reservation coming in next day and need to move boat to different slip for next night. The weather was blowing at 30 knots, and the reservation had cancelled due to weather. The following morning, they went to pay for second night of stay. Chris approached the boat an hour or two later to inform them the customer who had previously cancelled would still be coming. The wind was blowing at 30-35 knots and pinning them to dock. They could not relocate the boat without damage being done to the boat or to the port dock. They understood there was confusion with the other vessel and offered to pay for the extra 10' and offered to lend the incoming vessel 30-50amp splitter so they could plug in effectively. They also offered to move as soon as the winds allowed them to do so. They were seeking safe harbor as to not create accident or human safety issue. Chris then became hostile toward them and told them they "had to get off the fucking dock and leave no matter what." They told him no because it wasn't safe to leave. Chris came back with Eugene, who agreed it was too stormy to move the boat at that current time. Chris became angry and said it was "bullshit" and they "had to move because of the reservation." Again, they claimed safe harbor. Chris was waving his hands around and making a scene. The reservation arrived at 9pm. Rick and Mary helped secure their lines and offered to help hook them up to electricity. The boaters said it was no big deal, they were just happy to arrive after making the passage in such foul weather. Chris had a bad attitude around them for weeks and went out of his way to be unpleasant. It made their stay and subsequent visits very unpleasant. They were told by Melanie that Chris would be written up. December 29th, they arrived by dinghy and saw a large round fender. They heard Chris say, "It's Aaron's; I just got back from cutting it." *Nico was stopped for the three-minute mark.*

There was another statement about Chris. The first week in January he observed a situation on the dock. The individual approached Chris and Eugene and asked why his boat had been tagged. Chris said it was because he didn't pay. The man said that he did pay, and Chris called him a liar.

REGULAR MEETING PORT OF POULSBO

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7:00PM

Then he went to the office and Jannese confirmed he had paid, and the wrong boat had been tagged. He went back and told Eugene and Chris that he had in fact paid, informing them of the mistake. Chris became very angry, threatened violence, and challenged the man to fight. Eugene who observed all of this, stood there, and laughed. The individual upset by this and fortunately was wise enough to walk away. The person who observed the situation expressed to him his frustration at being threatened this way and treated this way. He wondered who he was supposed to make a complaint to when the manager was laughing at the situation. He was deeply disappointed in the way some people have been treated by some staff. Management should never allow threats of violence to be offered by one of their employees and the behavior has been damaging to the Port of Poulsbo reputation in the maritime community. The person who observed this situation was afraid of retribution and did not want to come and speak.

Aaron wanted to share the Port of Poulsbo conduct and behavior policy just in case Commissioners and management hadn't read or understood the rules. The conduct and behavior policy are specific to what these statements are about and beyond. He then read aloud rules 1-5.

Poulsbo Boater's Association Report

There was no report.

Consent Agenda

Motion: Move to approve minutes from April 6, 2023

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

Motion passed unanimously.

Motion: Move to approve the warrants as read.

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

Motion passed unanimously.

Motion: Move to approve new tariffs for the kayak docks

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

Motion passed unanimously.

Old Business

Breakwater Updates

Mr. Piccone said the connector walkway between AA and the breakwater is now in place. The crews are working to finish all connections between the main marina and the breakwater. The project power and light pedestals are 90% complete and most of the electrical feeders are in place. The fire extinguishers are fully installed. All electrical should be complete within the next

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APRIL 20, 2023

7:00PM

few weeks. Some items such as ladders, life rings, navigation lights, etc., have been subject to backorder issues throughout every industry. Everything will be installed once it arrives. In the meantime, the old navigation lights are in use. The schedule for the finger floats is unknown at this time. Though he has continued to have numerous discussions, BMI has yet to submit drawings that provide floats that are acceptable in terms of quality and performance in the plans and what the Port is paying. He will be in touch with Port Accountant Tripp with updates.

Most of the other heavy work will be completed within the next three weeks. The crane barge will likely demobilize, but it'll be back for installation of the finger floats once they arrive. The E & F dock survey work will take place in the next couple of weeks. He doesn't have a set date confirmed with the surveyor and will let Eugene know the information once he has it.

Mr. Piccone is working with L&I in the next couple weeks for electrical permitting. He is asking them to relieve the Port from bringing all things up to the current code, but to maintain the code in which they were installed. He did get that confirmation from DNR. The electrical work associated with E & F dock need only happen in proximity of the gangway.

The Corps permit for the project is being pushed. There are questions regarding the tribe and he's in the process of answering them. He knows that, unofficially, the Port is receiving the grant and the official announcement will be in June/July. He's working with RCO to finalize the grant agreement to start submitting reimbursement on drawings, planning, design, and ultimately, construction.

The remaining item on the permanent moorage side is access improvement and gates. The fabrication of the four new gates was awarded to Mantel Industries. He's working with them regularly to approve materials and submittals for ordering the new lock sets, and answering their questions as they order materials and prepare to fabricate the gates. He's also getting ready to order key fobs and lock programmers once the new lock system is in place. Mantel Industries will also work to modify the existing C dock gate. No significant changes are happening except modifying the old lock to the new lock system. The door will be off for a few days to a week while they get the new lock installed. He's expecting it to be the end of June before we see gates out there and installed.

Regarding the CBA grant for the floating restrooms, things were stalled because the Army Corps allowed us to proceed with the breakwater but not the floating restroom. It's still part of the final permitting of things to do and we are coming up on the grant deadline. He had a chat with the CBA and got their permission to extend the grant for the floating restroom. He sent the info on escalation to the construction industry and was awarded an additional \$40,000 for the floating restroom to cover escalation. That's enough added money to upgrade the pump out system on C dock.

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APRIL 20, 2023
7:00PM

Change of Meeting Format

Commissioner Rose said many other Ports, particularly the Port of Kingston, have a blend of working meetings so the commission can come together with staff, and then have one meeting with an actual business meeting. He recommends the Port of Poulsbo shift to a similar format and essentially get together in a public format with Commissioners, staff, and members, so the public can witness the planning and dialogue reviewing marketing issues, plans, strategic planning for infrastructure, the comp plan, and the eventual expansion of the Port district. The board could review the Port policies openly. The public type a meeting means no decision can be made, but decisions can be made in a business meeting. His suggestion is to shift to a general meeting the first Thursday of the month, and the third Thursday of the month would be the planning meeting.

Commissioner Singer recommends this format. He believes it'll allow better communication and discussion. The general community can listen in and give the board the ability to sit and talk more in depth, which is something the board can't do with the current format. There are long term plans the board needs to discuss and put together and say how it'll be done. A lot more needs to be done for the Port.

Commissioner Green is willing to try this out for six months and then reevaluate.

Motion: Move to adopt a change in meeting format to a general meeting on first Thursday of the month, and a collaborative meeting the third Thursday of the month to meet the board's current schedule for a six-month trial period.

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

Motion passed unanimously.

Parking – HDP/Port Interlocal Agreement

Eugene said they're in the very beginning stages of planning but wants to let the board know what's happening and where things are. He thinks the Port can utilize the parking lot otherwise without breaking any parking rules for the licensees. He will stay in touch with Port Accountant Tripp, and she's already worked out what the Port can do money/cost wise. He's hoping to work on an interlocal agreement to help downtown businesses create parking for employees.

New Business Items

Commissioner Responses to public comments/discussions

Commissioner Singer thanked everyone for bringing their views and keeping everyone informed. He loves being part of the Port, being a Commissioner and lessee. He's going to make things better down here and wants to keep things moving forward.

Commissioner Rose appreciates and is aware of the reiterations of the various incidents that have happened. They're working in close communication with the Port's legal counsel and

things will be followed through with. It's a frustrating part of the process, but the board is committed to seeing it through.

Manager's Report

See attached.

Request for future agenda items and public comments

Paul is still entertaining a solution to his issue that happened at the beginning of the year. He hasn't received a response to several emails sent. After a brief exchange of communication regarding who has sent emails and who has replied to them, Commissioner Singer said he will gather data and discuss with the Port attorney to finalize issues. He will be in contact with Paul, Nico, Aaron, and Eugene, put all emails together in chronological order, and bring all paperwork together to bring to the Commission. Commissioner Singer doesn't believe the board has been ignoring any issues; there is confusion, and he will be the designated individual to handle it.

Nico said the concern and complaint process feels esoteric. If people are submitting statements that can't be used legally or professionally then provide a solution. The Commission can create a form they want people to use that has everything needed so it can be used. You're talking to us like there's only one way for that to go and the problem is getting bigger. The Port needs to figure out how to put it to rest before things get so heated.

Aaron said liabilities are going to continue.

Port Accountant Tripp said Eugene will need to amend the bylaws to change the meeting format.

Paul said six slips were available and offered to people on waiting list. He was curious if anyone knows the size of slips and the waitlist.

Commissioner Comments

Commissioner Rose said it isn't easy, but we're all together. Sometimes it's rough but the board is working within the constraints of what the Commission must do. He thanked the City for things they've been doing, and was thankful for the encouraging emails that have come in.

Commissioner Singer thanked everyone attending. He will get with Nico, Aaron, Paul, and Eugene and put together something that meets their timeframe and get things straightened out in a manner that works for everyone.

Commissioner Green thanked everyone who attended and for their insights. She said the forum idea is brilliant and a good idea to implement. She encouraged everyone to stay warm.

Motion: Move to adjourn

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

REGULAR MEETING PORT OF POULSBO
APRIL 20, 2023
7:00PM

Adjournment: 8:18pm

Thomas K. Rose

Thomas K. Rose (Jun 1, 2023 18:24 PDT)

Thomas Rose, Commissioner & Chairperson

Jamie Green

Jamie Green (May 9, 2023 17:30 PDT)

Jamie Green, Commissioner

Mark Singer

Mark Singer (Jun 1, 2023 18:10 PDT)

Mark Singer, Commissioner

Cassidy Conners, Recording Secretary (Not in Attendance)

4/20/23

Port Commissioner Meeting

Maintenance: Eugene

- Pressure washing of docks has been pushed back a couple weeks due to inclement weather.
- Repairs to Activity float are complete, whaler material has been added for safe docking in adjacent slip.
- The week of the 24th thru 28th will be a Marine Flare Collection event as well as specifically on the 28th a Hazmat Collection Day sponsored by the by the Poulsbo Fire Dept and the Port. Maintenance will be collecting drop offs by the grid.

Guest Moorage: Jannese

- Despite the weather, the Roche Harbor Yacht Club Rendezvous this past weekend was well attended, 30 boats came to our docks & 5 large boats anchored out. Several of their members came by car to enjoy their catered dinner at the "Sons". A total of 98 people came to the dinner. On Saturday 38 people participated in the Poker Run. Next week the organizer of the rendezvous "Leslie Olson" and I will stop by the 7 businesses that participated. Leslie especially wants to give them each a thank you card. I'm on a fact-finding mission to learn how to make the events better!
- The club organizers and participants were very excited to learn that at next year's rendezvous all their boats may have the opportunity to dock together on the new docks and use the 50amp shore power that several of them need.
- As we are working on the second quarter Newsletter it would be fun to include the date of the "Commissioner Cook off" in the upcoming Newsletter in May. I'd love to get your feedback!

Permanent Moorage: Kaitlyn

- Occupancy is maintaining at 97%.
- Offers are out for most of the remaining slips which total 6.
- We have a lot of interest in the kayak storage once we get the policy in place I have roughly 16 people interested in them.

Port overview looking forward: Eugene

- Port is working with HDPa in a pilot parking program in utilizing our parking lot on Jensen. Utilizing Park Mobile will allow us to designate certain downtown business employees rates during certain hours of the day in an effort to elevate the parking spots for more retail customers.
- Boaters Guide app which the port sponsors has reported analytics that breakdown general usage of what boaters use and exposure to the port and city.

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1
Poulsbo, WA 98370

Kitsap County, WA

May 4, 2023

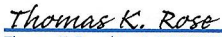
We, the undersigned Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of \$44,447.27 and from the General Fund, this 4th day of May 2023.


Mark Singer (Jun 1, 2023 18:12 PDT)
Mark Singer, Commissioner

ATTEST:


Jamie Green (May 9, 2023 17:29 PDT)
Jamie Green, Commissioner

Cassidy Conners, Recording Secretary


Thomas K. Rose (Jun 1, 2023 18:26 PDT)
Thomas Rose, Commissioner

Voucher #	Claimant	Amount
18220	WA State Dept of Retirement Systems	25.00
18221	Edward Jones	2,416.39
18222	Philip Struck	228.00
18223	Julia Berg	100.00
18224	Matthew's Electric Corp	3,529.02
18225	Bank of America	1,782.55
18226	Bird Electric Corp	1,634.00
18227	CSD Attorneys at Law	12,067.84
18228	Coast to Coast Hardware	48.07
18229	Home Depot	512.69
18230	Kitsap Networking Service	3,572.50
18231	Mascott Equipment	3,134.90
18232	Office Depot Credit Plan	116.21
18233	PetroCard	14,306.57
18234	Propane Northwest	558.50
18235	Home Depot Pro	148.32
18236	Tuna Graphics Inc	266.71
TOTAL		\$ 44,447.27

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 2, 2023 08:05 PDT)
Port Auditor


PORT OF POULSBO

PAYMENT VOUCHER


18809 Front St NE Box 1
Poulsbo, WA 98370

Kitsap County, WA April 28, 2023

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 \$15,846.94 and from the General Fund, this 28th day of April 2023.



Mark Singer (Jun 1, 2023 18:12 PDT)
Mark Singer, Commissioner


Jamie Green (May 9, 2023 17:29 PDT)
Jamie Green, Commissioner


Thomas K. Rose (Jun 1, 2023 18:26 PDT)
Thomas Rose, Commissioner

Voucher #	Claimant	Amount
P13584	Sean P. Bauman	1,492.22
P13585	Kaitlyn Cook	1,507.85
P13586	Chris C. Henry	980.43
P13587	VOID	
P13588	Yordon I. Henry	823.61
P13589	Kelli M. Hodges	1,858.11
P13590	Eugene F. Madayag	1,965.93
P13591	Nicholas C. Mandeville	1,260.30
P13592	Jannese M. Hunt	1,356.78
P13593	Carol L. Tripp	2,424.09
P13594	Jamie R. Green	550.41
P13595	Thomas K. Rose	760.96
P13596	Mark E. Singer	550.41
P13597	Cassidy P. Conners	315.84
	TOTAL	\$ 15,846.94

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 7, 2023 08:05 PDT)
Port Auditor

~~~DIRECT DEPOSIT ADVICES~~~

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA

April 25, 2023

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 \$4,137.75 and from the General Fund, this 25th day of April 2023.

*Mark Singer*  
Mark Singer (Jun 1, 2023 18:12 PDT)  
Mark Singer, Commissioner

ATTEST:

*Jamie Green*  
Jamie Green (May 9, 2023 17:29 PDT)  
Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

*Thomas K. Rose*  
Thomas K. Rose (Jun 1, 2023 18:26 PDT)  
Thomas Rose, Commissioner

| Voucher #   | Claimant                       | Amount            |
|-------------|--------------------------------|-------------------|
| EFT 4/25/23 | WA State Department of Revenue | \$3,804.10        |
| EFT 4/25/23 | WA State Department of Revenue | \$333.65          |
| TOTAL       |                                | <b>\$4,137.75</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 7, 2023 08:05 PDT)  
Port Auditor

~~~ EFT ~~~

PORT OF POULSBO


PAYMENT VOUCHER

18809 Front St NE Box 1
Poulsbo, WA 98370


Kitsap County, WA

April 28, 2023


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 \$4,803.98 and from the General Fund, this 28th day of April 2023.


Mark Singer (Jun 1, 2023 18:12 PDT)
Mark Singer, Commissioner

ATTEST:

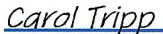

Jamie Green (May 9, 2023 17:29 PDT)
Jamie Green, Commissioner

Cassidy Conners, Recording Secretary


Thomas K. Rose (Jun 1, 2023 18:26 PDT)
Thomas Rose, Commissioner

| Voucher # | Claimant | Amount |
|-------------|-----------------------------|-------------------|
| EFT 4/28/23 | US Treasury/Financial Agent | \$4,599.52 |
| EFT 4/28/23 | DSHS | \$204.46 |
| TOTAL | | \$4,803.98 |

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 7, 2023 08:05 PDT)
Port Auditor

~~~ EFT ~~~



**PORT OF POULSBO**

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA \_\_\_\_\_ April 20, 2023 \_\_\_\_\_

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 \$423,324.57 and from the General Fund, this 20th day of April 2023.

  
Mark Singer (May 5, 2023 15:02 PDT)  
Mark Singer, Commissioner

ATTEST:

Jamie Green  
Jamie Green (May 4, 2023 18:36 PDT)  
Jamie Green, Commissioner

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

Thomas K. Rose  
Thomas K. Rose (May 5, 2023 15:21 PDT)  
Thomas Rose, Commissioner

| Voucher #    | Claimant                      | Amount               |
|--------------|-------------------------------|----------------------|
| 18201        | Julia Berg                    | 8.25                 |
| 18202        | City of Poulsbo               | 800.00               |
| 18203        | Bank of America               | 35.31                |
| 18204        | BMC                           | 1,583.42             |
| 18205        | City of Poulsbo               | 3,376.35             |
| 18206        | Coast to Coast Hardware       | 93.20                |
| 18207        | Curbell Plastics              | 723.48               |
| 18208        | Home Depot                    | 745.45               |
| 18209        | New Pig Corporation           | 357.63               |
| 18210        | Office Depot Credit Plan      | 374.07               |
| 18211        | Olympic Springs Inc           | 68.95                |
| 18212        | PetroCard                     | 12,148.82            |
| 18213        | PSE                           | 6,196.99             |
| 18214        | PUD #1 of Kitsap County       | 682.00               |
| 18215        | Soundwest Engineering         | 34,150.25            |
| 18216        | CenturyLink                   | 77.69                |
| 18217        | Tacoma Screw Products         | 650.99               |
| 18218        | Western Washington University | 530.00               |
| 18219        | Quigg Bros Inc                | 360,721.72           |
| <b>TOTAL</b> |                               | <b>\$ 423,324.57</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 (Apr 24, 2023 11:04 PDT)  
Port Auditor


PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA April 14, 2023

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 \$13,658.31 and from the General Fund, this 14th day of April 2023.

  
Mark Singer (May 5, 2023 15:02 PDT)  
Mark Singer, Commissioner

Jamie Green  
Jamie Green (May 4, 2023 18:36 PDT)  
Jamie Green, Commissioner

Thomas K. Rose  
Thomas K. Rose (May 5, 2023 15:21 PDT)  
Thomas Rose, Commissioner

| Voucher # | Claimant               | Amount       |
|-----------|------------------------|--------------|
| P13575    | Sean P. Bauman         | 1,492.77     |
| P13576    | Kaitlyn Cook           | 1,509.47     |
| P13577    | Chris C. Henry         | 879.98       |
| P13578    | Yordon I. Henry        | 927.65       |
| P13579    | Kelli M. Hodges        | 1,857.51     |
| P13580    | Eugene F. Madayag      | 1,966.06     |
| P13581    | Nicholas C. Mandeville | 1,252.57     |
| P13582    | Jannese M. Hunt        | 1,348.21     |
| P13583    | Carol L. Tripp         | 2,424.09     |
| TOTAL     |                        | \$ 13,658.31 |

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 (Apr 24, 2023 11:04 PDT)  
Port Auditor

~~~DIRECT DEPOSIT ADVICES~~~

PORT OF POULSBO


PAYMENT VOUCHER

18809 Front St NE Box 1
Poulsbo, WA 98370

Kitsap County, WA

April 10, 2023


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 \$10,326.00 and from the General Fund, this 10th day of April 2023.


Mark Singer (May 5, 2023 15:02 PDT)
Mark Singer, Commissioner

ATTEST:

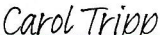

Jamie Green (May 4, 2023 18:36 PDT)
Jamie Green, Commissioner

Cassidy Conners, Recording Secretary


Thomas K. Rose (May 5, 2023 15:21 PDT)
Thomas Rose, Commissioner

| Voucher # | Claimant | Amount |
|-------------|------------------------------------|--------------------|
| EFT 4/10/23 | Washington Teamsters Welfare Trust | \$10,326.00 |
| | TOTAL | \$10,326.00 |

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 (Apr 24, 2023 11:04 PDT)
Port Auditor

~~~ EFT ~~~

PORT OF POULSBO

PAYMENT VOUCHER

18809 Front St NE Box 1  
Poulsbo, WA 98370

Kitsap County, WA

April 14, 2023

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 \$4,412.59 and from the General Fund, this 14th day of April 2023.

*Mark Singer*  
Mark Singer (May 5, 2023 15:02 PDT)  
Mark Singer, Commissioner

ATTEST:

*Jamie Green*  
Jamie Green (May 4, 2023 18:36 PDT)  
Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

*Thomas K. Rose*  
Thomas K. Rose (May 5, 2023 15:21 PDT)  
Thomas Rose, Commissioner

| Voucher #   | Claimant                    | Amount            |
|-------------|-----------------------------|-------------------|
| EFT 4/14/23 | US Treasury/Financial Agent | \$4,208.13        |
| EFT 4/14/23 | DSHS                        | \$204.46          |
| TOTAL       |                             | <b>\$4,412.59</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 (Apr 24, 2023 11:04 PDT)  
Port Auditor

~~~ EFT ~~~


PORT OF POULSBO


PAYMENT VOUCHER

18809 Front St NE Box 1
Poulsbo, WA 98370

Kitsap County, WA

April 25, 2023

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 \$32,370.96 and from the General Fund, this 25th day of April 2023.


Mark Singer (May 5, 2023 15:02 PDT)
Mark Singer, Commissioner

ATTEST:

Jamie Green
Jamie Green (May 4, 2023 18:36 PDT)
Jamie Green, Commissioner

Cassidy Conners, Recording Secretary

Thomas K. Rose
Thomas K. Rose (May 5, 2023 15:21 PDT)
Thomas Rose, Commissioner

| Voucher # | Claimant | Amount |
|-------------|--------------------------------|--------------------|
| EFT 4/25/23 | Employment Security Department | \$1,310.31 |
| EFT 4/25/23 | Dept of Labor & Industries | \$5,065.98 |
| EFT 4/25/23 | Paid Family Leave | \$719.54 |
| EFT 4/25/23 | WA State Department of Revenue | \$25,275.13 |
| TOTAL | | \$32,370.96 |

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 (Apr 24, 2023 11:04 PDT)
Port Auditor

~~~ EFT ~~~

**PORT OF POULSBO**  
**KITSAP COUNTY, WASHINGTON**  
**RESOLUTION NO. 2022-11**  
**DATED: OCTOBER 6, 2022**  
**\*\*\*\*AMENDED\*\*\*\***


**A RESOLUTION** of the Board of Commissioners, Port of Poulsbo, adopting a new tariff.

**WHEREAS**, the tariff for the Port of Poulsbo as indicated in exhibit "A" are approved; and

**WHEREAS**, all rates listed in exhibit "A" will take effect January 1, 2023.

**THEREFORE, BE IT RESOLVED** by the Board of Commissioners are adopting a new tariff as indicated in exhibit "A".


**ADOPTED** by the Board of Commissioners of the Port of Poulsbo at the regular public meeting thereof held this ~~6th day of October 2022, 2<sup>nd</sup> day of February 2023~~ 20<sup>th</sup> day of April 2023 and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof.

  
Mark Singer (May 5, 2023 15:05 PDT)

Mark Singer, Commissioner

  
Jamie Green (May 4, 2023 18:35 PDT)

Jamie Green, Commissioner

  
Thomas K. Rose (May 5, 2023 15:22 PDT)

Thomas Rose, Commissioner

ATTEST:

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

**Port of Poulsbo  
2023 Rates**

| <b>***Permanent Moorage***</b> | 25' & Under    | 26' - 27'      | 28' - 33'      | 34' - 39'      | 40' - 44'      | 45' - 51'      | 52' - 55'      | 56' and Over   |
|--------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Per Foot - Moorage             | \$ 6.01        | \$ 6.10        | \$ 6.27        | \$ 6.41        | \$ 6.54        | \$ 6.67        | \$ 6.81        | \$ 6.94        |
| Per foot - Utility Charge      | \$ 0.20        | \$ 0.20        | \$ 0.20        | \$ 0.20        | \$ 0.20        | \$ 0.20        | \$ 0.20        | \$ 0.20        |
| Leasehold Tax                  | \$ 0.77        | \$ 0.78        | \$ 0.81        | \$ 0.82        | \$ 0.84        | \$ 0.86        | \$ 0.87        | \$ 0.89        |
| Bond Payment Surcharge         | \$ 1.12        | \$ 1.12        | \$ 1.12        | \$ 1.12        | \$ 1.12        | \$ 1.12        | \$ 1.12        | \$ 1.12        |
| <b>Total Per Foot</b>          | <b>\$ 8.10</b> | <b>\$ 8.20</b> | <b>\$ 8.40</b> | <b>\$ 8.55</b> | <b>\$ 8.70</b> | <b>\$ 8.85</b> | <b>\$ 9.00</b> | <b>\$ 9.15</b> |

| <b>***Transient, Winter, &amp; Summer Moorage***</b> | <b>Electricity Charge</b> |
|------------------------------------------------------|---------------------------|
| Per Foot - Moorage                                   | \$0.095 per kwh           |
| Leasehold Tax                                        | \$ 5.00                   |
| Electrical Charge                                    | \$ 0.64                   |
| Bond Payment Surcharge                               | \$ 3.25                   |
| <b>Total Per Foot</b>                                | <b>\$ 10.01</b>           |

| <b>***Boat House Moorage***</b> |                  |
|---------------------------------|------------------|
| Per Sq Ft Moorage               | \$ 0.4874        |
| Per Sq Ft Util Charge           | \$ 0.0500        |
| Leasehold Tax                   | \$ 0.0626        |
| Cap Imp Surcharge               | \$ 0.0800        |
| <b>Total Per Sq Ft</b>          | <b>\$ 0.6800</b> |

| <b>Electricity Charge</b>               | <b>\$0.095 per kwh</b>    |
|-----------------------------------------|---------------------------|
| <b>***Guest Moorage***</b>              |                           |
| <b>**for vessels 16' wide or less**</b> |                           |
| \$1.25 Per Foot                         | October 1 - April 30      |
| \$1.50 Per foot                         | May 1 - Sept 30           |
| <b>**for vessels over 16' wide**</b>    |                           |
| \$2.50 Per foot                         | October 1 - April 30      |
| \$3.00 Per foot                         | May 1 - Sept 30           |
| <b>**Kayak Monthly Space Rental**</b>   |                           |
| 10' or less \$25.00 (inc LET)           | 10'-14' \$30.00 (inc LET) |

| <b>***Other Charges***</b>     |                  |
|--------------------------------|------------------|
| Paper Statement Fee            | \$ 5.00          |
| Reservation Fee                | \$ 10.00         |
| Waiting List Fee               | \$ 25.00         |
| Keycard Deposit                | \$ 35.00         |
| Parking Permit Replacement     | \$ 30.00         |
| Charge for unreturned Keycard  | \$ 35.00         |
| Daily Grid Rate                | \$ 25.00         |
| Current Port Tenant            | \$ 50.00         |
| Non Port Tenant                | \$ 50.00         |
| Tow Charge                     | \$ 25.00         |
| Current Port Tenant-per 15 min | \$ 25.00         |
| Non Port Tenant-per 15 min     | \$ 50.00         |
| Convenience Fee                | 2.4 % of moorage |

| <b>Port Parking Lot Fees</b> |           |
|------------------------------|-----------|
| <b>Vehicle Only -</b>        |           |
| Up to 3 Hours                | \$ 3.00   |
| 3 - 24 Hours                 | \$ 7.00   |
| Per Month                    | \$ 100.00 |
| <b>Boat w/ Trailer</b>       |           |
| Up to 3 Hours                | \$ 8.00   |
| Weekly Charge                | \$ 50.00  |
| Monthly Charge               | \$ 180.00 |

| <b>Port Parking Lot Fees</b> |           |
|------------------------------|-----------|
| <b>Vehicle Only -</b>        |           |
| Up to 3 Hours                | \$ 3.00   |
| 3 - 24 Hours                 | \$ 7.00   |
| Per Month                    | \$ 100.00 |
| <b>Boat w/ Trailer</b>       |           |
| Up to 3 Hours                | \$ 8.00   |
| Weekly Charge                | \$ 50.00  |
| Monthly Charge               | \$ 180.00 |