



**REGULAR COMMISSION MEETING**  
**Tuesday, July 23, 2024, at 9:00 am**  
**338 W. First St, Port Angeles, WA 98363**  
**AGENDA**

The Regular Commission Meeting will be available to the public in person and remotely. For instructions on how to connect to the meeting remotely, please visit <https://portofpa.com/about-us/agenda-center/>

**I. CALL TO ORDER / PLEDGE OF ALLEGIANCE**

**II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES)**

**III. APPROVAL OF AGENDA**

**IV. WORK SESSION**

- A. June Financial Report.....1-17
- B. Cash & Investment Report.....18
- C. 2025 Budget Calendar.....19
- D. Strategic Plan Review

**V. APPROVAL OF CONSENT AGENDA**

- A. Regular Commission Meeting Minutes – July 9, 2024.....20-23
- B. Vouchers in the amount of \$831,176.09.....24

**VI. COMPLETION OF RECORDS**

- A. 2<sup>nd</sup> Quarter Operations Report.....25-43

**VII. PLANNING AND CAPITAL PROJECTS**

- A. Resolution 24-1298, Port Recreation & Public Access Plan.....44-46
- B. Item for Consideration – FIA Terminal Roof Replacement Project.....47-48

**VIII. LOG YARD**

- A. Log Loader RFQ Update

**IX. MARINE TRADES AND MARINE TERMINALS**

No items

**X. PROPERTY**

No items



**XI. MARINAS**

No items

**XII. AIRPORTS**

- A. Taxiway Reconstruction/Rehabilitation Project Contract and AIP Grant  
Amendments.....49-51

**XIII. OTHER BUSINESS**

- A. Resolution 24-1299, MRSC Rosters.....52-56

**XIV. ITEMS NOT ON THE AGENDA**

**XV. COMMISSIONER REPORTS**

**XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES)**

**XVII. FUTURE AGENDA.....57**

**XVIII. NEXT MEETINGS**

- A. August 13, 2024 – Regular Commission Meeting  
B. August 27, 2024 - Regular Commission Meeting  
C. September 10, 2024 - Regular Commission Meeting  
D. September 24, 2024 – Regular Commission Meeting

**XIX. UPCOMING EVENTS**

- A. International Workboat Show – November 12-14, 2024 – New Orleans, LA  
B. Pacific Marine Expo – November 20-22, 2024 – Seattle, WA  
**BROWN BAG LUNCH AND OPEN DISCUSSION WITH THE COMMISSION** (TIME PERMITTING)

**XX. EXECUTIVE SESSION**

The Board may recess into Executive Session for those purposes authorized under Chapter 42.30 RCW, The Open Public Meetings Act.

**XXI. ADJOURN**



### **RULES FOR ATTENDING COMMISSION MEETING**

- Signs, placards, and noise making devices including musical instruments are prohibited.
- Disruptive behavior by audience members is inappropriate and may result in removal.
- Loud comments, clapping, and booing may be considered disruptive and result in removal at the discretion of the Chair.

### **RULES FOR SPEAKING AT A COMMISSION MEETING**

- Members of the public wishing to address the Board on general items may do so during the designated times on the agenda or when recognized by the Chair.
- Time allotted to each speaker is determined by the Chair and, in general, is limited to 3 minutes.
- Total time planned for each public comment period is 20 minutes, subject to change by the Chair.
- All comments should be made from the speaker's rostrum and any individual making comments shall first state their name and address for the official record.
- Speakers should not comment more than once per meeting unless their comments pertain to a new topic they have not previously spoken about.
- In the event of a contentious topic with multiple speakers, the Chair will attempt to provide equal time for both sides.

## P&L Variance

Summary

June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
Description	YTD Actual	Previous YTD Actual	CY Act vs PY Act Variance	Variance %	YTD Budget	CY Act vs Budget Variance	Variance %
REVENUE							
Dockage	427,880	432,684	(4,804)	▼1.11%	439,998	(12,118)	▼2.75%
Wharfage	159,041	182,264	(23,223)	▼12.74%	277,056	(118,015)	▼42.60%
Service & Facilities	100,573	113,023	(12,449)	▼11.01%	165,000	(64,427)	▼39.05%
Loading & Unloading	-	-	-	-	-	-	-
MT Handling	-	-	-	-	-	-	-
Labor Services	132,630	95,365	37,265	▲39.08%	109,998	22,632	▲20.58%
Log Yard Staging	30,834	23,600	7,234	▲30.65%	22,998	7,836	▲34.07%
Log Yard Land Services	373,665	412,775	(39,110)	▼9.47%	375,000	(1,335)	▼0.36%
Log Yard Water Services	63,588	54,933	8,654	▲15.75%	47,502	16,086	▲33.86%
Moorage	1,578,776	1,472,974	105,802	▲7.18%	1,586,382	(7,606)	▼0.48%
Marina & Yard Fees	230,809	258,975	(28,166)	▼10.88%	241,164	(10,355)	▼4.29%
Landing/Parking Fees	13,025	10,318	2,707	▲26.24%	6,552	6,473	▲98.79%
Hangar/Tie Down	84,077	81,139	2,937	▲3.62%	84,798	(721)	▼0.85%
Storage	-	-	-	-	-	-	-
Other User Fees	170,114	194,403	(24,289)	▼12.49%	180,618	(10,504)	▼5.82%
Equipment Rental	124,362	142,119	(17,757)	▼12.49%	144,636	(20,274)	▼14.02%
Land Lease/Rent	316,138	361,065	(44,926)	▼12.44%	378,684	(62,546)	▼16.52%
Structure Lease/Rent	1,076,417	990,587	85,830	▲8.66%	1,015,476	60,941	▲6.00%
Use Agmt and Other Rent	42,550	66,241	(23,691)	▼35.76%	61,194	(18,644)	▼30.47%
Utility Pass Thru & Product Sales	440,300	358,795	81,505	▲22.72%	442,800	(2,500)	▼0.56%
Misc & Interdept Revenue	24,211	10,216	13,995	▲136.98%	18,300	5,911	▲32.30%
<b>TOTAL REVENUE</b>	<b>5,388,991</b>	<b>5,261,478</b>	<b>127,513</b>	<b>▲2.37%</b>	<b>5,598,156</b>	<b>(209,165)</b>	<b>▼3.74%</b>
OPERATING EXPENSES							
Salaries & Wages	1,534,290	1,257,597	276,693	▲22.00%	1,461,072	73,218	▲5.01%
Benefits	565,653	485,039	80,614	▲16.62%	577,518	(11,865)	▼2.05%
Non-Maint Charge-Out & Reimbursement	(16,172)	(28,119)	11,947	▼42.49%	(32,568)	16,396	▼50.34%
Supplies	207,165	248,763	(41,598)	▼16.72%	223,488	(16,323)	▼7.30%
Outside Services	614,810	534,790	80,020	▲14.96%	599,700	15,110	▲2.52%
Public Information	67,455	74,114	(6,658)	▼8.98%	65,088	2,367	▲3.64%
Marketing	18,868	6,962	11,905	▲171.00%	29,256	(10,388)	▼35.51%
Community Relations	2,000	1,495	505	▲33.78%	4,398	(2,398)	▼54.52%
Ads, Dues & Publications	35,369	25,782	9,587	▲37.19%	20,034	15,335	▲76.54%
Travel Meetings	16,693	6,259	10,433	▲166.68%	18,594	(1,901)	▼10.22%
Travel/Training	42,014	14,083	27,930	▲198.32%	15,696	26,318	▲167.67%
Promotional Hosting	500	819	(319)	▼38.92%	5,112	(4,612)	▼90.22%
Rent, Utilities, Insurance & Taxes	661,716	652,787	8,928	▲1.37%	657,786	3,930	▲0.60%
Utility (Pass Thru) & Cost of Goods Sold	308,598	260,789	47,809	▲18.33%	354,678	(46,080)	▼12.99%
Other Expenses (Misc & Interdept)	32,966	31,425	1,541	▲4.90%	34,434	(1,468)	▼4.26%
Maintenance Labor	449,052	404,929	44,123	▲10.90%	488,730	(39,678)	▼8.12%
Maintenance Benefits	180,351	180,992	(641)	▼0.35%	214,800	(34,449)	▼16.04%
Maintenance Charge-Out & Reimbursement	(108,489)	(97,340)	(11,149)	▲11.45%	(150,440)	41,951	▼27.89%
Maintenance (Materials & Services)	188,427	197,849	(9,421)	▼4.76%	201,288	(12,861)	▼6.39%
<b>TOTAL OPERATING EXPENSES</b>	<b>4,801,265</b>	<b>4,259,013</b>	<b>542,252</b>	<b>▲11.29%</b>	<b>4,788,664</b>	<b>12,601</b>	<b>▲0.26%</b>
Allocated Expenses	-	-	-	-	6	(6)	▼100.00%
<b>OPERATING SURPLUS (DEFICIT) (before Depr)</b>	<b>587,726</b>	<b>1,002,465</b>	<b>(414,739)</b>	<b>▼70.57%</b>	<b>809,486</b>	<b>(221,760)</b>	<b>▼27.40%</b>
Allocated Depreciation	-	-	-	-	-	-	-
Depreciation (includes donated)	1,560,029	1,342,479	217,550	▲16.21%	1,537,256	22,773	▲1.48%
<b>OPERATING SURPLUS (DEFICIT) (after Depr)</b>	<b>(972,304)</b>	<b>(340,015)</b>	<b>(632,289)</b>	<b>▲65.03%</b>	<b>(727,770)</b>	<b>(244,534)</b>	<b>▲33.60%</b>

## P&L Variance

Summary

June 30, 2024

Description	YTD Actual	YTD Current Year to Previous Year			YTD Actual to YTD Budget		
		Previous YTD Actual	CY Act vs PY Act		YTD Budget	CY Act vs Budget	
			Variance	Variance %		Variance	Variance %
<b>NON-OPERATING INCOME AND EXPENSES</b>							
Interest Earnings	541,149	408,967	132,182	▲ 32.32%	424,998	116,151	▲ 27.33%
Other Tax Receipts	32,816	74,232	(41,416)	▼ 55.79%	70,002	(37,186)	▼ 53.12%
Misc Non-Op Revenues	4,913	1,102	3,812	▲ 345.95%	4,752	161	▲ 3.40%
Grant-Operations	-	77,024	(77,024)	▼ 100.00%	100,500	(100,500)	▼ 100.00%
Passenger Facility Charges	-	-	-	-	750	(750)	▼ 100.00%
Gain (Loss) & Special Items	15,585	4,893	10,692	▲ 218.51%		15,585	-
TOTAL NON-OPERATING GENERAL	594,463	566,218	28,245	▲ 4.99%	601,002	(6,539)	▼ 1.09%
Environmental	51,257	56,782	(5,526)	▼ 9.73%	99,996	(48,739)	▼ 48.74%
Misc Non-Op Expense	48,186	2,086	46,100	▲ 2209.84%	181,500	(133,314)	▼ 73.45%
TOTAL NON-OPERATING GENERAL	99,443	58,869	40,574	▲ 68.92%	281,496	(182,053)	▼ 64.67%
NET NON-OP GENERAL SURPLUS	495,020	507,350	(12,329)	▼ 2.43%	319,506	175,514	▲ 54.93%
Property Tax Receipts	887,120	844,181	42,939	▲ 5.09%	887,196	(76)	▼ 0.01%
Grants - Capital	420	58,327	(57,907)	▼ 99.28%	-	420	-
TOTAL NON-OPERATING CAPITAL	887,540	902,508	(14,968)	▼ 1.66%	887,196	344	▲ 0.04%
Bond Costs & Interest Expense	19,225	23,791	(4,566)	▼ 19.19%	21,714	(2,489)	▼ 11.46%
TOTAL NON-OPERATING CAPITAL	19,225	23,791	(4,566)	▼ 19.19%	21,714	(2,489)	▼ 11.46%
NET NON-OP CAPITAL SURPLUS	868,315	878,717	(10,402)	▼ 1.18%	865,482	2,833	▲ 0.33%
NET PROFIT (LOSS)	\$ 391,032	\$ 1,046,052	\$ (655,020)	▼ 167.51%	\$ 457,218	\$ (66,186)	▼ 14.48%

## P&L Variance

Department: Marine Terminal

June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
Description	YTD Actual	Previous YTD Actual	CY Act vs PY Act Variance	CY Act vs PY Act Variance %	YTD Budget	CY Act vs Budget Variance	CY Act vs Budget Variance %
REVENUE							
Dockage	427,880	432,684	(4,804)	▼1.11%	439,998	(12,118)	▼2.75%
Wharfage	156,847	180,784	(23,937)	▼13.24%	274,998	(118,151)	▼42.96%
Service & Facilities	100,573	113,023	(12,449)	▼11.01%	165,000	(64,427)	▼39.05%
Loading & Unloading	-	-	-	-	-	-	-
MT Handling	-	-	-	-	-	-	-
Labor Services	132,630	95,365	37,265	▲39.08%	109,998	22,632	▲20.58%
Log Yard Staging	-	-	-	-	-	-	-
Log Yard Land Services	-	-	-	-	-	-	-
Log Yard Water Services	-	-	-	-	-	-	-
Moorage	-	-	-	-	-	-	-
Marina & Yard Fees	250	-	250	-	-	250	-
Landing/Parking Fees	-	-	-	-	-	-	-
Hangar/Tie Down	-	-	-	-	-	-	-
Storage	-	-	-	-	-	-	-
Other User Fees	125,092	145,265	(20,173)	▼13.89%	139,998	(14,906)	▼10.65%
Equipment Rental	2,595	3,999	(1,404)	▼35.10%	3,624	(1,029)	▼28.39%
Land Lease/Rent	22,008	20,665	1,343	▲6.50%	19,998	2,010	▲10.05%
Structure Lease/Rent	131,622	126,109	5,512	▲4.37%	132,498	(876)	▼0.66%
Use Agmt and Other Rent	-	-	-	-	-	-	-
Utility Pass Thru & Product Sales	169,015	99,036	69,979	▲70.66%	121,002	48,013	▲39.68%
Misc & Interdept Revenue	13,819	968	12,850	▲1327.07%	750	13,069	▲1742.50%
TOTAL REVENUE	1,282,332	1,217,898	64,434	▲5.02%	1,407,864	(125,532)	▼10.31%
OPERATING EXPENSES							
Salaries & Wages	149,494	41,438	108,056	▲260.77%	124,008	25,486	▲20.55%
Benefits	63,108	16,805	46,302	▲275.52%	63,024	84	▲0.13%
Non-Maint Charge-Out & Reimbursement	147,750	138,057	9,693	▲7.02%	77,892	69,858	▲89.69%
Supplies	3,388	3,266	122	▲3.75%	4,998	(1,610)	▼32.21%
Outside Services	27,663	7,816	19,847	▲253.94%	26,700	963	▲3.61%
Public Information	-	-	-	-	126	(126)	▼100.00%
Marketing	-	-	-	-	-	-	-
Community Relations	-	-	-	-	-	-	-
Ads, Dues & Publications	1,277	1,277	-	▲0.00%	900	377	▲41.89%
Travel Meetings	206	432	(226)	▼52.36%	1,500	(1,294)	▼86.29%
Travel/Training	36	1,065	(1,029)	▼96.64%	1,398	(1,362)	▼97.44%
Promotional Hosting	-	90	(90)	▼100.00%	498	(498)	▼100.00%
Rent, Utilities, Insurance & Taxes	139,816	143,416	(3,600)	▼2.51%	151,758	(11,942)	▼7.87%
Utility (Pass Thru) & Cost of Goods Sold	101,151	65,233	35,918	▲55.06%	90,750	10,401	▲11.46%
Other Expenses (Misc & Interdept)	222	625	(403)	▼64.43%	498	(276)	▼55.34%
Maintenance Labor	-	-	-	-	-	-	-
Maintenance Benefits	-	-	-	-	-	-	-
Maintenance Charge-Out & Reimbursement	112,479	80,892	31,587	▲39.05%	79,122	33,357	▲42.16%
Maintenance (Materials & Services)	14,699	5,843	8,856	▲151.55%	12,246	2,453	▲20.03%
TOTAL OPERATING EXPENSES	761,289	506,255	255,034	▲33.50%	635,418	125,871	▲24.86%
Allocated Expenses	-	-	-	-	301,530	(301,530)	▼100.00%
OPERATING SURPLUS (DEFICIT) (before Depr)	521,043	711,643	(190,600)	▼36.58%	470,916	50,127	▲7.04%
Allocated Depreciation	-	-	-	-	8,719	(8,719)	▼100.00%
Depreciation (includes donated	320,868	320,823	45	▲0.01%	325,320	(4,452)	▼1.37%
OPERATING SURPLUS (DEFICIT)	200,175	390,820	(190,646)	▼95.24%	136,877	63,298	▲16.20%

## P&L Variance

Department: Marine Trades Area

June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
Description	YTD Actual	Previous YTD Actual	CY Act vs PY Act		YTD Budget	CY Act vs Budget	
			Variance	Variance %		Variance	Variance %
REVENUE							
Dockage	-	-	-	-	-	-	-
Wharfage	-	-	-	-	-	-	-
Service & Facilities	-	-	-	-	-	-	-
Loading & Unloading	-	-	-	-	-	-	-
MT Handling	-	-	-	-	-	-	-
Labor Services	-	-	-	-	-	-	-
Log Yard Staging	-	-	-	-	-	-	-
Log Yard Land Services	-	-	-	-	-	-	-
Log Yard Water Services	-	-	-	-	-	-	-
Moorage	-	-	-	-	-	-	-
Marina & Yard Fees	115,289	142,049	(26,760)	▼18.84%	138,912	(23,623)	▼17.01%
Landing/Parking Fees	-	-	-	-	-	-	-
Hangar/Tie Down	-	-	-	-	-	-	-
Storage	-	-	-	-	-	-	-
Other User Fees	1,554	3,412	(1,859)	▼54.47%	2,424	(871)	▼35.91%
Equipment Rental	81,233	79,636	1,597	▲2.00%	82,824	(1,591)	▼1.92%
Land Lease/Rent	94,345	94,200	145	▲0.15%	96,138	(1,793)	▼1.86%
Structure Lease/Rent	62,786	60,753	2,033	▲3.35%	62,172	614	▲0.99%
Use Agmt and Other Rent	38,905	62,595	(23,691)	▼37.85%	57,444	(18,539)	▼32.27%
Utility Pass Thru & Product Sales	-	-	-	-	-	-	-
Misc & Interdept Revenue	175	-	175	-	-	175	-
TOTAL REVENUE	394,286	442,646	(48,360)	▼12.27%	439,914	(45,628)	▼10.31%
OPERATING EXPENSES							
Salaries & Wages			-	-	-	-	-
Benefits			-	-	-	-	-
Non-Maint Charge-Out & Reimbursement	42,547	36,675	5,872	▲16.01%	53,574	(11,027)	▼20.58%
Supplies	2,331	2,895	(564)	▼19.47%	3,000	(669)	▼22.29%
Outside Services	35,590	31,685	3,906	▲12.33%	49,998	(14,408)	▼28.82%
Public Information			-	-	252	(252)	▼100.00%
Marketing			-	-	1,500	(1,500)	▼100.00%
Community Relations			-	-	-	-	-
Ads, Dues & Publications		757	(757)	▼100.00%	2,010	(2,010)	▼100.00%
Travel Meetings	37	67	(30)	▼45.23%	498	(461)	▼92.60%
Travel/Training		484	(484)	▼100.00%	498	(498)	▼100.00%
Promotional Hosting			-	-	498	(498)	▼100.00%
Rent, Utilities, Insurance & Taxes	35,092	32,069	3,022	▲9.42%	34,002	1,090	▲3.20%
Utility (Pass Thru) & Cost of Goods Sold			-	-	-	-	-
Other Expenses (Misc & Interdept)	2,528	572	1,957	▲342.31%	1,500	1,028	▲68.56%
Maintenance Labor			-	-	-	-	-
Maintenance Benefits			-	-	-	-	-
Maintenance Charge-Out & Reimbursement	31,499	39,714	(8,215)	▼20.68%	46,380	(14,881)	▼32.08%
Maintenance (Materials & Services)	9,132	2,687	6,446	▲239.93%	16,494	(7,362)	▼44.63%
TOTAL OPERATING EXPENSES	158,757	147,604	11,153	▲7.03%	210,204	(51,447)	▼34.85%
Allocated Expenses	-		-	-	116,376	(116,376)	▼100.00%
OPERATING SURPLUS (DEFICIT) (before Depr)	235,529	295,041	(59,513)	▼25.27%	113,334	122,195	▲41.42%
Allocated Depreciation	-		-	-	3,366	(3,366)	▼100.00%
Depreciation (includes donated	83,899	81,671	2,228	▲2.73%	83,190	709	▲0.85%
OPERATING SURPLUS (DEFICIT)	151,630	213,370	(61,740)	▼40.72%	26,778	124,852	▲58.51%

## P&L Variance

Department: Log Yard

June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
Description	YTD Actual	Previous YTD Actual	CY Act vs PY Act Variance	Variance %	YTD Budget	CY Act vs Budget Variance	Variance %
REVENUE							
Dockage	-	-	-	-	-	-	-
Wharfage	-	-	-	-	-	-	-
Service & Facilities	-	-	-	-	-	-	-
Loading & Unloading	-	-	-	-	-	-	-
MT Handling	-	-	-	-	-	-	-
Labor Services	-	-	-	-	-	-	-
Log Yard Staging	30,834	23,600	7,234	▲30.65%	22,998	7,836	▲34.07%
Log Yard Land Services	373,665	412,775	(39,110)	▼9.47%	375,000	(1,335)	▼0.36%
Log Yard Water Services	63,588	54,933	8,654	▲15.75%	47,502	16,086	▲33.86%
Moorage	-	-	-	-	-	-	-
Marina & Yard Fees	-	-	-	-	-	-	-
Landing/Parking Fees	-	-	-	-	-	-	-
Hangar/Tie Down	-	-	-	-	-	-	-
Storage	-	-	-	-	-	-	-
Other User Fees	28,572	33,801	(5,229)	▼15.47%	25,002	3,570	▲14.28%
Equipment Rental	32,423	50,119	(17,696)	▼35.31%	49,998	(17,575)	▼35.15%
Land Lease/Rent	-	-	-	-	-	-	-
Structure Lease/Rent	28,422	26,964	1,458	▲5.41%	24,498	3,924	▲16.02%
Use Agmt and Other Rent	-	-	-	-	-	-	-
Utility Pass Thru & Product Sales	4,739	10,604	(5,865)	▼55.31%	7,500	(2,761)	▼36.81%
Misc & Interdept Revenue	-	(0)	0	▼100.00%	-	-	-
TOTAL REVENUE	562,243	612,796	(50,554)	▼8.99%	552,498	9,745	▲1.59%
OPERATING EXPENSES							
Salaries & Wages	194,577	175,219	19,359	▲11.05%	169,908	24,669	▲14.52%
Benefits	75,730	72,144	3,586	▲4.97%	71,436	4,294	▲6.01%
Non-Maint Charge-Out & Reimbursement	56,685	45,942	10,742	▲23.38%	57,972	(1,287)	▼2.22%
Supplies	85,779	122,989	(37,211)	▼30.26%	105,750	(19,972)	▼18.89%
Outside Services	47,622	7,161	40,460	▲564.98%	30,000	17,622	▲58.74%
Public Information			-	-		-	-
Marketing			-	-	498	(498)	▼100.00%
Community Relations			-	-		-	-
Ads, Dues & Publications			-	-		-	-
Travel Meetings	86		86	-	648	(562)	▼86.80%
Travel/Training	1,800	1,161	639	▲55.06%	648	1,152	▲177.78%
Promotional Hosting			-	-	1,020	(1,020)	▼100.00%
Rent, Utilities, Insurance & Taxes	37,690	33,089	4,601	▲13.91%	40,740	(3,050)	▼7.49%
Utility (Pass Thru) & Cost of Goods Sold	6,062	16,933	(10,872)	▼64.20%	10,482	(4,420)	▼42.17%
Other Expenses (Misc & Interdept)		16	(16)	▼100.00%	498	(498)	▼100.00%
Maintenance Labor			-	-		-	-
Maintenance Benefits		300	(300)	▼100.00%		-	-
Maintenance Charge-Out & Reimbursement	91,668	87,011	4,657	▲5.35%	69,102	22,566	▲32.66%
Maintenance (Materials & Services)	75,498	91,343	(15,845)	▼17.35%	75,000	498	▲0.66%
TOTAL OPERATING EXPENSES	673,196	653,308	19,888	▲2.95%	633,702	39,494	▲6.05%
Allocated Expenses	-		-	-	345,018	(345,018)	▼100.00%
OPERATING SURPLUS (DEFICIT) (before Depr)	(110,953)	(40,512)	(70,441)	▲63.49%	(426,222)	315,269	▼778.22%
Allocated Depreciation	-		-	-	9,972	(9,972)	▼100.00%
Depreciation (includes donated)	111,794	121,607	(9,813)	▼8.07%	124,272	(12,478)	▼10.04%
OPERATING SURPLUS (DEFICIT)	(222,747)	(162,119)	(60,628)	▲27.22%	(560,466)	337,719	▼208.32%



## P&L Variance

Department: Fairchild Intl Airport

June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
Description	YTD Actual	Previous YTD Actual	CY Act vs PY Act Variance	Variance %	YTD Budget	CY Act vs Budget Variance	Variance %
REVENUE							
Dockage	-	-	-	-	-	-	-
Wharfage	-	-	-	-	-	-	-
Service & Facilities	-	-	-	-	-	-	-
Loading & Unloading	-	-	-	-	-	-	-
MT Handling	-	-	-	-	-	-	-
Labor Services	-	-	-	-	-	-	-
Log Yard Staging	-	-	-	-	-	-	-
Log Yard Land Services	-	-	-	-	-	-	-
Log Yard Water Services	-	-	-	-	-	-	-
Moorage	-	-	-	-	-	-	-
Marina & Yard Fees	-	-	-	-	-	-	-
Landing/Parking Fees	12,350	10,000	2,350	▲23.50%	6,252	6,098	▲97.54%
Hangar/Tie Down	75,680	72,714	2,966	▲4.08%	76,398	(718)	▼0.94%
Storage	-	-	-	-	-	-	-
Other User Fees	11,051	4,746	6,305	▲132.85%	6,498	4,553	▲70.07%
Equipment Rental	-	-	-	-	-	-	-
Land Lease/Rent	35,040	34,128	912	▲2.67%	45,498	(10,458)	▼22.98%
Structure Lease/Rent	84,110	76,492	7,618	▲9.96%	76,572	7,538	▲9.84%
Use Agmt and Other Rent	-	-	-	-	-	-	-
Utility Pass Thru & Product Sales	15,044	13,675	1,369	▲10.01%	15,102	(58)	▼0.38%
Misc & Interdept Revenue	467	367	100	▲27.26%	10,002	(9,535)	▼95.33%
TOTAL REVENUE	233,743	212,122	21,621	▲9.25%	236,322	(2,579)	▼1.22%
OPERATING EXPENSES							
Salaries & Wages	38,096	47,066	(8,969)	▼19.06%	46,668	(8,572)	▼18.37%
Benefits	14,414	18,945	(4,532)	▼23.92%	18,996	(4,582)	▼24.12%
Non-Maint Charge-Out & Reimbursement	25,477	(13,043)	38,520	▼295.33%	(9,492)	34,969	▼368.40%
Supplies	9,483	5,924	3,559	▲60.08%	5,376	4,107	▲76.40%
Outside Services	42,435	6,379	36,055	▲565.18%	7,752	34,683	▲447.40%
Public Information	278	-	278	-	1,212	(934)	▼77.09%
Marketing	-	-	-	-	276	(276)	▼100.00%
Community Relations	-	-	-	-	-	-	-
Ads, Dues & Publications	155	1,767	(1,612)	▼91.23%	1,488	(1,333)	▼89.58%
Travel Meetings	15	410	(395)	▼96.35%	2,082	(2,067)	▼99.28%
Travel/Training	1,257	342	915	▲267.15%	1,248	9	▲0.73%
Promotional Hosting	-	-	-	-	48	(48)	▼100.00%
Rent, Utilities, Insurance & Taxes	52,500	54,066	(1,566)	▼2.90%	57,384	(4,884)	▼8.51%
Utility (Pass Thru) & Cost of Goods Sold	13,882	12,533	1,349	▲10.76%	13,182	700	▲5.31%
Other Expenses (Misc & Interdept)	-	27	(27)	▼100.00%	-	-	-
Maintenance Labor	-	-	-	-	-	-	-
Maintenance Benefits	-	-	-	-	-	-	-
Maintenance Charge-Out & Reimbursement	90,933	85,031	5,902	▲6.94%	111,714	(20,781)	▼18.60%
Maintenance (Materials & Services)	35,469	13,656	21,812	▲159.72%	17,250	18,219	▲105.62%
TOTAL OPERATING EXPENSES	324,393	233,104	91,289	▲28.14%	275,184	49,209	▲21.11%
Allocated Expenses	-	-	-	-	133,368	(133,368)	▼100.00%
OPERATING SURPLUS (DEFICIT) (before Depr)	(90,650)	(20,982)	(69,668)	▲76.85%	(172,230)	81,580	▼388.80%
Allocated Depreciation	-	-	-	-	4,194	(4,194)	▼100.00%
Depreciation (includes donated)	516,446	302,575	213,871	▲70.68%	476,622	39,824	▲8.36%
OPERATING SURPLUS (DEFICIT)	(607,096)	(323,558)	(283,539)	▲46.70%	(653,046)	45,950	▼14.20%

## P&L Variance

Department: Sekiu

June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
Description	YTD Actual	Previous YTD Actual	CY Act vs PY Act Variance	Variance %	YTD Budget	CY Act vs Budget Variance	Variance %
REVENUE							
Dockage	-	-	-	-	-	-	-
Wharfage	-	-	-	-	-	-	-
Service & Facilities	-	-	-	-	-	-	-
Loading & Unloading	-	-	-	-	-	-	-
MT Handling	-	-	-	-	-	-	-
Labor Services	-	-	-	-	-	-	-
Log Yard Staging	-	-	-	-	-	-	-
Log Yard Land Services	-	-	-	-	-	-	-
Log Yard Water Services	-	-	-	-	-	-	-
Moorage	-	-	-	-	-	-	-
Marina & Yard Fees	-	-	-	-	-	-	-
Landing/Parking Fees	-	-	-	-	-	-	-
Hangar/Tie Down	8,397	8,425	(29)	▼0.34%	8,400	(3)	▼0.04%
Storage	-	-	-	-	-	-	-
Other User Fees	-	-	-	-	-	-	-
Equipment Rental	-	-	-	-	-	-	-
Land Lease/Rent	-	-	-	-	-	-	-
Structure Lease/Rent	-	-	-	-	-	-	-
Use Agmt and Other Rent	-	-	-	-	-	-	-
Utility Pass Thru & Product Sales	300	300	-	▲0.00%	318	(18)	▼5.66%
Misc & Interdept Revenue	-	10	(10)	▼100.00%	-	-	-
TOTAL REVENUE	8,697	8,735	(38)	▼0.44%	8,718	(21)	▼0.24%
OPERATING EXPENSES							
Salaries & Wages			-	-	-	-	-
Benefits			-	-	-	-	-
Non-Maint Charge-Out & Reimbursement	3,413	4,320	(907)	▼21.00%	3,282	131	▲4.00%
Supplies			-	-	78	(78)	▼100.00%
Outside Services	1,800	1,800	-	▲0.00%	1,890	(90)	▼4.76%
Public Information			-	-	-	-	-
Marketing			-	-	-	-	-
Community Relations			-	-	-	-	-
Ads, Dues & Publications			-	-	-	-	-
Travel Meetings			-	-	120	(120)	▼100.00%
Travel/Training			-	-	-	-	-
Promotional Hosting			-	-	-	-	-
Rent, Utilities, Insurance & Taxes	4,478	4,514	(36)	▼0.79%	4,434	44	▲1.00%
Utility (Pass Thru) & Cost of Goods Sold			-	-	-	-	-
Other Expenses (Misc & Interdept)			-	-	-	-	-
Maintenance Labor			-	-	-	-	-
Maintenance Benefits			-	-	-	-	-
Maintenance Charge-Out & Reimbursement	2,593	1,373	1,219	▲88.81%	6,840	(4,247)	▼62.10%
Maintenance (Materials & Services)	361		361	-	2,502	(2,141)	▼85.58%
TOTAL OPERATING EXPENSES	12,645	12,008	637	▲5.04%	19,146	(6,501)	▼54.14%
Allocated Expenses	-		-	-	9,744	(9,744)	▼100.00%
OPERATING SURPLUS (DEFICIT) (before Depr)	(3,948)	(3,273)	(676)	▲17.11%	(20,172)	16,224	▼495.72%
Allocated Depreciation	-		-	-	306	(306)	▼100.00%
Depreciation (includes donated)	1,314	1,309	5	▲0.37%	1,332	(18)	▼1.35%
OPERATING SURPLUS (DEFICIT)	(5,262)	(4,582)	(680)	▲12.93%	(21,810)	16,548	▼361.15%

## P&L Variance

Department: Airport Rental Properties

June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
Description	YTD Actual	Previous YTD Actual	CY Act vs PY Act Variance	Variance %	YTD Budget	CY Act vs Budget Variance	Variance %
REVENUE							
Dockage	-	-	-	-	-	-	-
Wharfage	-	-	-	-	-	-	-
Service & Facilities	-	-	-	-	-	-	-
Loading & Unloading	-	-	-	-	-	-	-
MT Handling	-	-	-	-	-	-	-
Labor Services	-	-	-	-	-	-	-
Log Yard Staging	-	-	-	-	-	-	-
Log Yard Land Services	-	-	-	-	-	-	-
Log Yard Water Services	-	-	-	-	-	-	-
Moorage	-	-	-	-	-	-	-
Marina & Yard Fees	-	-	-	-	-	-	-
Landing/Parking Fees	-	-	-	-	-	-	-
Hangar/Tie Down	-	-	-	-	-	-	-
Storage	-	-	-	-	-	-	-
Other User Fees	-	276	(276)	▼100.00%	-	-	-
Equipment Rental	7,941	7,941	-	▲0.00%	7,500	441	▲5.88%
Land Lease/Rent	104,556	154,178	(49,622)	▼32.18%	157,500	(52,944)	▼33.62%
Structure Lease/Rent	673,081	615,082	57,998	▲9.43%	637,500	35,581	▲5.58%
Use Agmt and Other Rent	-	-	-	-	-	-	-
Utility Pass Thru & Product Sales	9,740	18,325	(8,586)	▼46.85%	15,000	(5,260)	▼35.07%
Misc & Interdept Revenue	60	1,172	(1,112)	▼94.88%	-	60	-
TOTAL REVENUE	795,377	796,974	(1,597)	▼0.20%	817,500	(22,123)	▼2.78%
OPERATING EXPENSES							
Salaries & Wages	40,313	33,165	7,148	▲21.55%	37,266	3,047	▲8.18%
Benefits	15,662	14,970	692	▲4.63%	15,720	(58)	▼0.37%
Non-Maint Charge-Out & Reimbursement	(14,765)	(2,729)	(12,036)	▲441.09%	3,828	(18,593)	▼485.72%
Supplies	1,411	233	1,178	▲505.49%	1,248	163	▲13.02%
Outside Services	26,457	35,613	(9,156)	▼25.71%	34,002	(7,545)	▼22.19%
Public Information	-	-	-	-	-	-	-
Marketing	3,893	3,195	698	▲21.83%	3,252	641	▲19.70%
Community Relations	-	-	-	-	-	-	-
Ads, Dues & Publications	-	-	-	-	-	-	-
Travel Meetings	-	-	-	-	498	(498)	▼100.00%
Travel/Training	-	-	-	-	252	(252)	▼100.00%
Promotional Hosting	-	-	-	-	498	(498)	▼100.00%
Rent, Utilities, Insurance & Taxes	106,560	105,806	754	▲0.71%	104,502	2,058	▲1.97%
Utility (Pass Thru) & Cost of Goods Sold	4,970	1,220	3,750	▲307.33%	3,996	974	▲24.37%
Other Expenses (Misc & Interdept)	-	-	-	-	498	(498)	▼100.00%
Maintenance Labor	-	-	-	-	-	-	-
Maintenance Benefits	-	-	-	-	-	-	-
Maintenance Charge-Out & Reimbursement	30,976	48,917	(17,941)	▼36.68%	59,340	(28,364)	▼47.80%
Maintenance (Materials & Services)	(8,871)	20,761	(29,632)	▼142.73%	17,496	(26,367)	▼150.70%
TOTAL OPERATING EXPENSES	206,604	261,151	(54,547)	▼26.40%	282,396	(75,792)	▼29.02%
Allocated Expenses	-	-	-	-	248,064	(248,064)	▼100.00%
OPERATING SURPLUS (DEFICIT) (before Depr)	588,773	535,823	52,950	▲8.99%	287,040	301,733	▲56.31%
Allocated Depreciation	-	-	-	-	4,452	(4,452)	▼100.00%
Depreciation (includes donated)	224,126	221,614	2,512	▲1.13%	227,808	(3,682)	▼1.62%
OPERATING SURPLUS (DEFICIT)	364,647	314,210	50,438	▲13.83%	54,780	309,867	▲98.62%

## P&L Variance

Department: Port Angeles Boat Haven

June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
Description	YTD Actual	Previous YTD Actual	CY Act vs PY Act Variance	CY Act vs PY Act Variance %	YTD Budget	CY Act vs Budget Variance	CY Act vs Budget Variance %
REVENUE							
Dockage	-	-	-	-	-	-	-
Wharfage	2,194	1,480	714	▲48.24%	1,950	244	▲12.54%
Service & Facilities	-	-	-	-	-	-	-
Loading & Unloading	-	-	-	-	-	-	-
MT Handling	-	-	-	-	-	-	-
Labor Services	-	-	-	-	-	-	-
Log Yard Staging	-	-	-	-	-	-	-
Log Yard Land Services	-	-	-	-	-	-	-
Log Yard Water Services	-	-	-	-	-	-	-
Moorage	848,240	789,404	58,835	▲7.45%	849,972	(1,732)	▼0.20%
Marina & Yard Fees	46,476	58,164	(11,688)	▼20.09%	49,752	(3,276)	▼6.58%
Landing/Parking Fees	152	29	122	▲417.42%	-	152	-
Hangar/Tie Down	-	-	-	-	-	-	-
Storage	-	-	-	-	-	-	-
Other User Fees	3,844	4,698	(853)	▼18.17%	5,448	(1,604)	▼29.43%
Equipment Rental	125	425	(300)	▼70.59%	426	(301)	▼70.66%
Land Lease/Rent	5,735	6,305	(571)	▼9.05%	6,600	(865)	▼13.11%
Structure Lease/Rent	17,152	21,209	(4,057)	▼19.13%	17,484	(332)	▼1.90%
Use Agmt and Other Rent	-	-	-	-	-	-	-
Utility Pass Thru & Product Sales	71,699	68,336	3,362	▲4.92%	71,250	449	▲0.63%
Misc & Interdept Revenue	5,711	4,367	1,344	▲30.78%	4,500	1,211	▲26.90%
<b>TOTAL REVENUE</b>	<b>1,001,327</b>	<b>954,418</b>	<b>46,909</b>	<b>▲4.68%</b>	<b>1,007,382</b>	<b>(6,055)</b>	<b>▼0.63%</b>
OPERATING EXPENSES							
Salaries & Wages	-	-	-	-	-	-	-
Benefits	-	-	-	-	-	-	-
Non-Maint Charge-Out & Reimbursement	44,854	58,199	(13,345)	▼22.93%	79,860	(35,006)	▼43.83%
Supplies	5,720	4,340	1,379	▲31.78%	4,500	1,220	▲27.10%
Outside Services	177,488	251,331	(73,842)	▼29.38%	188,250	(10,762)	▼5.72%
Public Information	-	280	(280)	▼100.00%	498	(498)	▼100.00%
Marketing	-	-	-	-	240	(240)	▼100.00%
Community Relations	-	-	-	-	-	-	-
Ads, Dues & Publications	369	504	(135)	▼26.76%	378	(9)	▼2.28%
Travel Meetings	37	22	15	▲67.65%	252	(215)	▼85.38%
Travel/Training	-	798	(798)	▼100.00%	402	(402)	▼100.00%
Promotional Hosting	-	74	(74)	▼100.00%	48	(48)	▼100.00%
Rent, Utilities, Insurance & Taxes	86,237	77,914	8,324	▲10.68%	69,222	17,015	▲24.58%
Utility (Pass Thru) & Cost of Goods Sold	57,112	57,429	(317)	▼0.55%	54,000	3,112	▲5.76%
Other Expenses (Misc & Interdept)	42	419	(377)	▼90.03%	2,442	(2,400)	▼98.29%
Maintenance Labor	-	-	-	-	-	-	-
Maintenance Benefits	-	-	-	-	-	-	-
Maintenance Charge-Out & Reimbursement	37,983	59,184	(21,201)	▼35.82%	44,832	(6,849)	▼15.28%
Maintenance (Materials & Services)	11,065	17,103	(6,038)	▼35.30%	13,602	(2,537)	▼18.65%
<b>TOTAL OPERATING EXPENSES</b>	<b>420,907</b>	<b>527,596</b>	<b>(106,689)</b>	<b>▼25.35%</b>	<b>458,526</b>	<b>(37,619)</b>	<b>▼7.13%</b>
Allocated Expenses	-	-	-	-	223,938	(223,938)	▼100.00%
<b>OPERATING SURPLUS (DEFICIT) (before Depr)</b>	<b>580,420</b>	<b>426,822</b>	<b>153,598</b>	<b>▲26.46%</b>	<b>324,918</b>	<b>255,502</b>	<b>▲59.86%</b>
Allocated Depreciation	-	-	-	-	6,480	(6,480)	▼100.00%
Depreciation (includes donated)	208,610	212,960	(4,350)	▼2.04%	215,160	(6,550)	▼3.04%
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>371,810</b>	<b>213,862</b>	<b>157,948</b>	<b>▲42.48%</b>	<b>103,278</b>	<b>268,532</b>	<b>▲125.56%</b>

## P&L Variance

Department: John Wayne Marina

June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
Description	YTD Actual	Previous YTD Actual	CY Act vs PY Act		YTD Budget	CY Act vs Budget	
			Variance	Variance %		Variance	Variance %
REVENUE							
Dockage	-	-	-	-		-	-
Wharfage	-	-	-	-	108	(108)	▼100.00%
Service & Facilities	-	-	-	-		-	-
Loading & Unloading	-	-	-	-		-	-
MT Handling	-	-	-	-		-	-
Labor Services	-	-	-	-		-	-
Log Yard Staging	-	-	-	-		-	-
Log Yard Land Services	-	-	-	-		-	-
Log Yard Water Services	-	-	-	-		-	-
Moorage	730,536	683,569	46,967	▲6.87%	736,410	(5,874)	▼0.80%
Marina & Yard Fees	68,795	58,762	10,032	▲17.07%	52,500	16,295	▲31.04%
Landing/Parking Fees	523	288	235	▲81.51%	300	223	▲74.46%
Hangar/Tie Down	-	-	-	-		-	-
Storage	-	-	-	-		-	-
Other User Fees	-	525	(525)	▼100.00%		-	-
Equipment Rental	-	-	-	-	264	(264)	▼100.00%
Land Lease/Rent	525	487	38	▲7.82%	450	75	▲16.77%
Structure Lease/Rent	28,817	24,409	4,409	▲18.06%	22,500	6,317	▲28.08%
Use Agmt and Other Rent	-	-	-	-		-	-
Utility Pass Thru & Product Sales	166,173	145,431	20,742	▲14.26%	210,000	(43,827)	▼20.87%
Misc & Interdept Revenue	3,355	3,284	72	▲2.18%	3,000	355	▲11.85%
TOTAL REVENUE	998,726	916,757	81,969	▲8.21%	1,025,532	(26,806)	▼2.92%
OPERATING EXPENSES							
Salaries & Wages	166,568	91,275	75,293	▲82.49%	146,922	19,646	▲13.37%
Benefits	66,066	35,316	30,750	▲87.07%	66,012	54	▲0.08%
Non-Maint Charge-Out & Reimbursement	29,488	57,632	(28,143)	▼48.83%	35,982	(6,494)	▼18.05%
Supplies	11,088	14,097	(3,009)	▼21.35%	9,396	1,692	▲18.01%
Outside Services	3,773	16,523	(12,750)	▼77.16%	14,274	(10,501)	▼73.56%
Public Information		280	(280)	▼100.00%	498	(498)	▼100.00%
Marketing	907		907	-	240	667	▲277.98%
Community Relations			-	-		-	-
Ads, Dues & Publications	100		100	-		100	-
Travel Meetings	1,049	73	975	▲1332.84%		1,049	-
Travel/Training		798	(798)	▼100.00%	900	(900)	▼100.00%
Promotional Hosting			-	-		-	-
Rent, Utilities, Insurance & Taxes	43,856	44,231	(375)	▼0.85%	54,426	(10,570)	▼19.42%
Utility (Pass Thru) & Cost of Goods Sold	124,314	106,711	17,603	▲16.50%	181,116	(56,802)	▼31.36%
Other Expenses (Misc & Interdept)	17,808	18,630	(822)	▼4.41%	18,750	(942)	▼5.03%
Maintenance Labor			-	-		-	-
Maintenance Benefits		200	(200)	▼100.00%		-	-
Maintenance Charge-Out & Reimbursement	15,426	23,507	(8,080)	▼34.37%	37,374	(21,948)	▼58.72%
Maintenance (Materials & Services)	24,058	17,262	6,796	▲39.37%	19,254	4,804	▲24.95%
TOTAL OPERATING EXPENSES	504,503	426,534	77,969	▲15.45%	585,144	(80,641)	▼18.91%
Allocated Expenses	-		-	-	223,656	(223,656)	▼100.00%
OPERATING SURPLUS (DEFICIT) (before Depr)	494,223	490,223	4,000	▲0.81%	216,732	277,491	▲56.61%
Allocated Depreciation	-		-	-	6,468	(6,468)	▼100.00%
Depreciation (includes donated)	27,922	31,529	(3,607)	▼11.44%	31,710	(3,788)	▼11.95%
OPERATING SURPLUS (DEFICIT)	466,301	458,694	7,607	▲1.63%	178,554	287,747	▲62.73%

## P&L Variance

Department: Rental Properties

June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
Description	YTD Actual	Previous YTD Actual	CY Act vs PY Act		YTD Budget	CY Act vs Budget	
			Variance	Variance %		Variance	Variance %
REVENUE							
Dockage	-	-	-	-	-	-	-
Wharfage	-	-	-	-	-	-	-
Service & Facilities	-	-	-	-	-	-	-
Loading & Unloading	-	-	-	-	-	-	-
MT Handling	-	-	-	-	-	-	-
Labor Services	-	-	-	-	-	-	-
Log Yard Staging	-	-	-	-	-	-	-
Log Yard Land Services	-	-	-	-	-	-	-
Log Yard Water Services	-	-	-	-	-	-	-
Moorage	-	-	-	-	-	-	-
Marina & Yard Fees	-	-	-	-	-	-	-
Landing/Parking Fees	-	-	-	-	-	-	-
Hangar/Tie Down	-	-	-	-	-	-	-
Storage	-	-	-	-	-	-	-
Other User Fees	-	1,680	(1,680)	▼100.00%	1,248	(1,248)	▼100.00%
Equipment Rental	-	-	-	-	-	-	-
Land Lease/Rent	53,928	51,101	2,827	▲5.53%	52,500	1,428	▲2.72%
Structure Lease/Rent	50,427	39,569	10,858	▲27.44%	42,252	8,175	▲19.35%
Use Agmt and Other Rent	3,645	3,645	-	▲0.00%	3,750	(105)	▼2.79%
Utility Pass Thru & Product Sales	3,590	3,087	503	▲16.31%	2,628	962	▲36.61%
Misc & Interdept Revenue	625	50	575	▲1157.05%	48	577	▲1201.04%
TOTAL REVENUE	112,216	99,132	13,084	▲11.66%	102,426	9,790	▲9.88%
OPERATING EXPENSES							
Salaries & Wages			-	-	-	-	-
Benefits			-	-	-	-	-
Non-Maint Charge-Out & Reimbursement	15,678	21,428	(5,750)	▼26.84%	17,880	(2,202)	▼12.32%
Supplies	84		84	-	84		-
Outside Services	8,519	3,056	5,463	▲178.78%	3,252	5,267	▲161.97%
Public Information			-	-	-	-	-
Marketing			-	-	-	-	-
Community Relations			-	-	-	-	-
Ads, Dues & Publications			-	-	-	-	-
Travel Meetings		50	(50)	▼100.00%		-	-
Travel/Training			-	-	-	-	-
Promotional Hosting			-	-	-	-	-
Rent, Utilities, Insurance & Taxes	22,310	23,350	(1,040)	▼4.45%	21,126	1,184	▲5.61%
Utility (Pass Thru) & Cost of Goods Sold	1,109	731	378	▲51.76%	1,152	(43)	▼3.76%
Other Expenses (Misc & Interdept)			-	-	498	(498)	▼100.00%
Maintenance Labor			-	-	-	-	-
Maintenance Benefits			-	-	-	-	-
Maintenance Charge-Out & Reimbursement	8,462	18,710	(10,248)	▼54.77%	7,164	1,298	▲18.11%
Maintenance (Materials & Services)	1,521	9,410	(7,889)	▼83.83%	5,496	(3,975)	▼72.32%
TOTAL OPERATING EXPENSES	57,683	76,735	(19,052)	▼33.03%	56,568	1,115	▲1.45%
Allocated Expenses	-		-	-	30,684	(30,684)	▼100.00%
OPERATING SURPLUS (DEFICIT) (before Depr)	54,533	22,397	32,136	▲58.93%	15,174	39,359	▲175.74%
Allocated Depreciation	-		-	-	894	(894)	▼100.00%
Depreciation (includes donated)	4,782	6,884	(2,102)	▼30.53%	7,014	(2,232)	▼31.82%
OPERATING SURPLUS (DEFICIT)	49,751	15,513	34,238	▲68.82%	7,266	42,485	▲273.87%

## P&L Variance

Department: Administrative

June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
	YTD	Previous YTD	CY Act vs PY Act		YTD	CY Act vs Budget	
Description	Actual	Actual	Variance	Variance %	Budget	Variance	Variance %
REVENUE							
Dockage	-	-	-	-		-	-
Wharfage	-	-	-	-		-	-
Service & Facilities	-	-	-	-		-	-
Loading & Unloading	-	-	-	-		-	-
MT Handling	-	-	-	-		-	-
Labor Services	-	-	-	-		-	-
Log Yard Staging	-	-	-	-		-	-
Log Yard Land Services	-	-	-	-		-	-
Log Yard Water Services	-	-	-	-		-	-
Moorage	-	-	-	-		-	-
Marina & Yard Fees	-	-	-	-		-	-
Landing/Parking Fees	-	-	-	-		-	-
Hangar/Tie Down	-	-	-	-		-	-
Storage	-	-	-	-		-	-
Other User Fees	-	-	-	-		-	-
Equipment Rental	-	-	-	-		-	-
Land Lease/Rent	-	-	-	-		-	-
Structure Lease/Rent	-	-	-	-		-	-
Use Agmt and Other Rent	-	-	-	-		-	-
Utility Pass Thru & Product Sales	-	-	-	-		-	-
Misc & Interdept Revenue	-	-	-	-		-	-
TOTAL REVENUE	-	-	-	-	-	-	-
OPERATING EXPENSES							
Salaries & Wages	815,260	754,072	61,188	▲ 8.11%	819,846	(4,586)	▼0.56%
Benefits	289,452	286,506	2,946	▲ 1.03%	301,992	(12,540)	▼4.15%
Non-Maint Charge-Out & Reimbursement	(340,116)	(370,211)	30,095	▼8.13%	(357,174)	17,058	▼4.78%
Supplies	35,925	29,102	6,823	▲ 23.44%	30,000	5,925	▲19.75%
Outside Services	201,327	145,302	56,025	▲38.56%	187,998	13,329	▲7.09%
Public Information	52,356	53,811	(1,455)	▼2.70%	52,500	(144)	▼0.27%
Marketing		317	(317)	▼100.00%	1,248	(1,248)	▼100.00%
Community Relations	2,000	1,495	505	▲33.78%	4,398	(2,398)	▼54.52%
Ads, Dues & Publications	26,311	20,726	5,585	▲26.95%	12,252	14,059	▲114.75%
Travel Meetings	14,541	4,520	10,022	▲221.74%	4,998	9,543	▲190.94%
Travel/Training	34,483	9,394	25,088	▲267.06%	4,998	29,485	▲589.93%
Promotional Hosting	148	133	14	▲10.84%		148	-
Rent, Utilities, Insurance & Taxes	105,984	99,432	6,552	▲6.59%	98,598	7,386	▲7.49%
Utility (Pass Thru) & Cost of Goods Sold			-	-		-	-
Other Expenses (Misc & Interdept)	5,939	3,862	2,077	▲53.77%	2,502	3,437	▲137.36%
Maintenance Labor			-	-		-	-
Maintenance Benefits			-	-		-	-
Maintenance Charge-Out & Reimbursement	30,253	12,062	18,191	▲150.82%	15,408	14,845	▲96.34%
Maintenance (Materials & Services)	12,017	4,730	7,287	▲154.06%	6,204	5,813	▲93.71%
TOTAL OPERATING EXPENSES	1,285,881	1,055,254	230,627	▲17.94%	1,185,768	100,113	▲9.49%
Allocated Expenses	-		-	-	(1,185,762)	1,185,762	▼100.00%
OPERATING SURPLUS (DEFICIT) (before Depr)	(1,285,881)	(1,055,254)	(230,627)	▲17.94%	(6)	(1,285,875)	▲121.85%
Allocated Depreciation	-		-	-	(25,620)	25,620	▼100.00%
Depreciation (includes donated	39,640	20,715	18,924	▲91.35%	25,620	14,020	▲54.72%
OPERATING SURPLUS (DEFICIT)	(1,325,520)	(1,075,969)	(249,551)	▲18.83%	(6)	(1,325,514)	▲123.19%

## P&L Variance

Department: Business Development

June 30, 2024

Description	YTD Actual	YTD Current Year to Previous Year			YTD Actual to YTD Budget		
		Previous YTD Actual	CY Act vs PY Act		YTD Budget	CY Act vs Budget	
			Variance	Variance %		Variance	Variance %
REVENUE							
Dockage	-	-	-	-	-	-	-
Wharfage	-	-	-	-	-	-	-
Service & Facilities	-	-	-	-	-	-	-
Loading & Unloading	-	-	-	-	-	-	-
MT Handling	-	-	-	-	-	-	-
Labor Services	-	-	-	-	-	-	-
Log Yard Staging	-	-	-	-	-	-	-
Log Yard Land Services	-	-	-	-	-	-	-
Log Yard Water Services	-	-	-	-	-	-	-
Moorage	-	-	-	-	-	-	-
Marina & Yard Fees	-	-	-	-	-	-	-
Landing/Parking Fees	-	-	-	-	-	-	-
Hangar/Tie Down	-	-	-	-	-	-	-
Storage	-	-	-	-	-	-	-
Other User Fees	-	-	-	-	-	-	-
Equipment Rental	-	-	-	-	-	-	-
Land Lease/Rent	-	-	-	-	-	-	-
Structure Lease/Rent	-	-	-	-	-	-	-
Use Agmt and Other Rent	-	-	-	-	-	-	-
Utility Pass Thru & Product Sales	-	-	-	-	-	-	-
Misc & Interdept Revenue	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
OPERATING EXPENSES							
Salaries & Wages	77,176	66,510	10,666	▲16.04%	69,786	7,390	▲10.59%
Benefits	22,527	22,071	457	▲2.07%	22,284	243	▲1.09%
Non-Maint Charge-Out & Reimbursement	2,272	7,581	(5,309)	▼70.03%	11,646	(9,374)	▼80.49%
Supplies		348	(348)	▼100.00%		-	-
Outside Services	35,703	19,680	16,023	▲81.42%	48,240	(12,537)	▼25.99%
Public Information	14,897	19,743	(4,845)	▼24.54%	10,002	4,895	▲48.94%
Marketing	14,068	3,450	10,618	▲307.77%	22,002	(7,934)	▼36.06%
Community Relations			-	-		-	-
Ads, Dues & Publications	7,156	750	6,406	▲854.17%	2,880	4,276	▲148.48%
Travel Meetings	612	667	(54)	▼8.15%	7,998	(7,386)	▼92.35%
Travel/Training	4,438		4,438	-	2,502	1,936	▲77.38%
Promotional Hosting	352	521	(169)	▼32.40%	2,502	(2,150)	▼85.92%
Rent, Utilities, Insurance & Taxes	270	270	-	▲0.00%	348	(78)	▼22.41%
Utility (Pass Thru) & Cost of Goods Sold			-	-		-	-
Other Expenses (Misc & Interdept)	6,150	6,016	134	▲2.23%	6,000	150	▲2.50%
Maintenance Labor			-	-		-	-
Maintenance Benefits			-	-		-	-
Maintenance Charge-Out & Reimbursement			-	-		-	-
Maintenance (Materials & Services)			-	-		-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>185,623</b>	<b>147,606</b>	<b>38,017</b>	<b>▲20.48%</b>	<b>206,190</b>	<b>(20,567)</b>	<b>▼13.93%</b>
Allocated Expenses	-		-	-	(206,178)	206,178	▼100.00%
<b>OPERATING SURPLUS (DEFICIT) (before Depr)</b>	<b>(185,623)</b>	<b>(147,606)</b>	<b>(38,017)</b>	<b>▲20.48%</b>	<b>(12)</b>	<b>(185,611)</b>	<b>▲125.75%</b>
Allocated Depreciation			-	-		-	-
Depreciation (includes donated)			-	-		-	-
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(185,623)</b>	<b>(147,606)</b>	<b>(38,017)</b>	<b>▲20.48%</b>	<b>(12)</b>	<b>(185,611)</b>	<b>▲125.75%</b>



Department: Non-Operating  
June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
Description	YTD Actual	Previous YTD Actual	CY Act vs PY Act Variance	CY Act vs PY Act Variance %	YTD Budget	CY Act vs Budget Variance	CY Act vs Budget Variance %
<b>NON-OPERATING INCOME AND EXPENSES</b>							
Interest Earnings	541,149	408,967	132,182	▲ 32.32%	424,998	116,151	▲ 27.33%
Other Tax Receipts	32,816	74,232	(41,416)	▼ 55.79%	70,002	(37,186)	▼ 53.12%
Misc Non-Op Revenues	4,913	4,539	375	▲ 8.25%	4,752	161	▲ 3.40%
Grant-Operations	-	-	-	-	-	-	-
Passenger Facility Charges	-	-	-	-	750	(750)	▼ 100.00%
Gain (Loss) & Special Items	15,613	14,570	1,043	▲ 7.16%		15,613	-
TOTAL NON-OPERATING GENERAL	594,491	502,307	92,184	▲ 18.35%	500,502	93,989	▲ 18.78%
Environmental	51,257	56,782	(5,526)	▼ 9.73%	99,996	(48,739)	▼ 48.74%
Misc Non-Op Expense	48,186	2,086	46,100	▲ 2209.84%	181,500	(133,314)	▼ 73.45%
TOTAL NON-OPERATING GENERAL	99,443	58,869	40,574	▲ 68.92%	281,496	(182,053)	▼ 64.67%
NET NON-OP GENERAL SURPLUS	495,049	443,439	51,610	▲ 11.64%	219,006	276,043	▲ 126.04%
Property Tax Receipts	887,120	844,181	42,939	▲ 5.09%	887,196	(76)	▼ 0.01%
Grants - Capital	-	-	-	-	-	-	-
TOTAL NON-OPERATING CAPITAL	887,120	844,181	42,939	▲ 5.09%	887,196	(76)	▼ 0.01%
Bond Costs & Interest Expense	5,617	9,538	(3,921)	▼ 41.11%	21,714	(16,097)	▼ 74.13%
TOTAL NON-OPERATING CAPITAL	5,617	9,538	(3,921)	▼ 41.11%	21,714	(16,097)	▼ 74.13%
NET NON-OP CAPITAL SURPLUS	881,503	834,643	46,860	▲ 5.61%	865,482	16,021	▲ 1.85%
NET PROFIT (LOSS)	\$1,376,552	\$1,278,082	\$98,470	▲ 7.15%	\$1,084,488	\$292,064	▲ 22.85%

## P&L Variance

Department: Mech Shop

June 30, 2024

Description	YTD Actual	YTD Current Year to Previous Year			YTD Actual to YTD Budget		
		Previous YTD Actual	CY Act vs PY Act		YTD Budget	CY Act vs Budget	
			Variance	Variance %		Variance	Variance %
REVENUE							
Dockage	-	-	-	-	-	-	-
Wharfage	-	-	-	-	-	-	-
Service & Facilities	-	-	-	-	-	-	-
Loading & Unloading	-	-	-	-	-	-	-
MT Handling	-	-	-	-	-	-	-
Labor Services	-	-	-	-	-	-	-
Log Yard Staging	-	-	-	-	-	-	-
Log Yard Land Services	-	-	-	-	-	-	-
Log Yard Water Services	-	-	-	-	-	-	-
Moorage	-	-	-	-	-	-	-
Marina & Yard Fees	-	-	-	-	-	-	-
Landing/Parking Fees	-	-	-	-	-	-	-
Hangar/Tie Down	-	-	-	-	-	-	-
Storage	-	-	-	-	-	-	-
Other User Fees	-	-	-	-	-	-	-
Equipment Rental	-	-	-	-	-	-	-
Land Lease/Rent	-	-	-	-	-	-	-
Structure Lease/Rent	-	-	-	-	-	-	-
Use Agmt and Other Rent	-	-	-	-	-	-	-
Utility Pass Thru & Product Sales	-	-	-	-	-	-	-
Misc & Interdept Revenue	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
OPERATING EXPENSES							
Salaries & Wages			-	-	-	-	-
Benefits			-	-	-	-	-
Non-Maint Charge-Out &							
Reimbursement	7,165	14,256	(7,091)	▼49.74%	11,214	(4,049)	▼36.11%
Supplies	26,478	40,312	(13,835)	▼34.32%	34,998	(8,520)	▼24.34%
Outside Services	5,120	7,455	(2,335)	▼31.32%	3,900	1,220	▲31.29%
Public Information	(50)		(50)	-		(50)	-
Marketing			-	-	-	-	-
Community Relations			-	-	-	-	-
Ads, Dues & Publications			-	-	-	-	-
Travel Meetings	111		111	-		111	-
Travel/Training			-	-	252	(252)	▼100.00%
Promotional Hosting			-	-	-	-	-
Rent, Utilities, Insurance & Taxes	13,226	18,512	(5,286)	▼28.56%	11,352	1,874	▲16.51%
Utility (Pass Thru) & Cost of Goods Sold			-	-	-	-	-
Other Expenses (Misc & Interdept)	125		125	-		125	-
Maintenance Labor	94,345	72,305	22,040	▲30.48%	84,486	9,859	▲11.67%
Maintenance Benefits	37,549	31,890	5,659	▲17.75%	34,500	3,049	▲8.84%
Maintenance Charge-Out &							
Reimbursement	(111,220)	(95,451)	(15,769)	▲16.52%	(100,520)	(10,700)	▲10.65%
Maintenance (Materials & Services)	7,761	3,120	4,641	▲148.78%	3,996	3,765	▲94.22%
<b>TOTAL OPERATING EXPENSES</b>	<b>80,610</b>	<b>92,399</b>	<b>(11,789)</b>	<b>▼14.63%</b>	<b>84,178</b>	<b>(3,568)</b>	<b>▼3.86%</b>
Allocated Expenses	-		-	-	(84,180)	84,180	▼100.00%
<b>OPERATING SURPLUS (DEFICIT)</b>							
(before Depr)	(80,610)	(92,399)	11,789	▼14.63%	2	(80,612)	▲87.24%
Allocated Depreciation	-		-	-	(6,859)	6,859	▼100.00%
Depreciation (includes donated)	8,788	8,657	131	▲1.51%	6,848	1,940	▲28.33%
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(89,398)</b>	<b>(101,057)</b>	<b>11,659</b>	<b>▼13.04%</b>	<b>13</b>	<b>(89,411)</b>	<b>▲88.48%</b>

## P&L Variance

Department: Facilities Maintenance

June 30, 2024

		YTD Current Year to Previous Year			YTD Actual to YTD Budget		
Description	YTD Actual	Previous YTD Actual	CY Act vs PY Act		YTD Budget	CY Act vs Budget	
			Variance	Variance %		Variance	Variance %
REVENUE							
Dockage	-	-	-	-	-	-	-
Wharfage	-	-	-	-	-	-	-
Service & Facilities	-	-	-	-	-	-	-
Loading & Unloading	-	-	-	-	-	-	-
MT Handling	-	-	-	-	-	-	-
Labor Services	-	-	-	-	-	-	-
Log Yard Staging	-	-	-	-	-	-	-
Log Yard Land Services	-	-	-	-	-	-	-
Log Yard Water Services	-	-	-	-	-	-	-
Moorage	-	-	-	-	-	-	-
Marina & Yard Fees	-	-	-	-	-	-	-
Landing/Parking Fees	-	-	-	-	-	-	-
Hangar/Tie Down	-	-	-	-	-	-	-
Storage	-	-	-	-	-	-	-
Other User Fees	-	-	-	-	-	-	-
Equipment Rental	46	-	46	-	46	-	-
Land Lease/Rent	-	-	-	-	-	-	-
Structure Lease/Rent	-	-	-	-	-	-	-
Use Agmt and Other Rent	-	-	-	-	-	-	-
Utility Pass Thru & Product Sales	-	-	-	-	-	-	-
Misc & Interdept Revenue	-	-	-	-	-	-	-
TOTAL REVENUE	46	-	46	-	-	46	-
OPERATING EXPENSES							
Salaries & Wages	52,805	48,852	3,952	▲ 8.09%	46,668	6,137	▲ 13.15%
Benefits	18,694	18,282	412	▲ 2.25%	18,054	640	▲ 3.54%
Non-Maint Charge-Out & Reimbursement	(36,620)	(26,227)	(10,392)	▲ 39.62%	(19,032)	(17,588)	▲ 92.41%
Supplies	25,478	25,255	223	▲ 0.88%	24,144	1,334	▲ 5.53%
Outside Services	1,311	988	323	▲ 32.71%	3,444	(2,133)	▼ 61.92%
Public Information	(26)	-	(26)	-	(26)	-	-
Marketing	-	-	-	-	-	-	-
Community Relations	-	-	-	-	-	-	-
Ads, Dues & Publications	-	-	-	-	126	(126)	▼ 100.00%
Travel Meetings	-	20	(20)	▼ 100.00%	-	-	-
Travel/Training	-	42	(42)	▼ 100.00%	2,598	(2,598)	▼ 100.00%
Promotional Hosting	-	-	-	-	-	-	-
Rent, Utilities, Insurance & Taxes	13,697	16,119	(2,422)	▼ 15.03%	9,894	3,803	▲ 38.43%
Utility (Pass Thru) & Cost of Goods Sold	-	-	-	-	-	-	-
Other Expenses (Misc & Interdept)	151	1,259	(1,107)	▼ 87.97%	1,248	(1,097)	▼ 87.87%
Maintenance Labor	354,707	332,624	22,083	▲ 6.64%	404,244	(49,537)	▼ 12.25%
Maintenance Benefits	142,802	148,602	(5,800)	▼ 3.90%	180,300	(37,498)	▼ 20.80%
Maintenance Charge-Out & Reimbursement	(449,541)	(458,290)	8,749	▼ 1.91%	(527,196)	77,655	▼ 14.73%
Maintenance (Materials & Services)	5,717	11,934	(6,217)	▼ 52.10%	11,748	(6,031)	▼ 51.34%
TOTAL OPERATING EXPENSES	129,174	119,458	9,716	▲ 7.52%	156,240	(27,066)	▼ 22.66%
Allocated Expenses	-	-	-	-	(156,252)	156,252	▼ 100.00%
OPERATING SURPLUS (DEFICIT) (before Depr)	(129,129)	(119,458)	(9,671)	▲ 7.49%	12	(129,141)	▲ 108.11%
Allocated Depreciation	-	-	-	-	(12,372)	12,372	▼ 100.00%
Depreciation (includes donated)	11,841	12,135	(294)	▼ 2.43%	12,360	(519)	▼ 4.20%
OPERATING SURPLUS (DEFICIT)	(140,970)	(131,593)	(9,376)	▲ 6.65%	24	(140,994)	▲ 107.14%

## Balance Sheet

Entity: - Port of Port Angeles  
June 30, 2024

Description		Jun - 24 Actual	Yr -2023 Year End Actual	Current Period vs Previous YE	
				VAR	VAR %
ASSETS					
Current Assets					
	Cash & Cash Equivalents	18,692,557	9,322,384	9,370,173	▲ 100.51%
	Restricted Cash & Cash Equivalents	199,983	255,679	(55,696)	▼ 21.78%
	Investments	-	6,000,030	(6,000,030)	▼ 100.00%
	Accounts Receivable	628,969	966,519	(337,551)	▼ 34.92%
	Insurance Receivable	33,156	231,581	(198,425)	▼ 85.68%
	Rent Contract (Deferred)	-	24,000	(24,000)	▼ 100.00%
	Accrued Interest On Real Estate & Investments	33,500	123,416	(89,916)	▼ 72.86%
	Accrued Interest on Bond Proceeds			-	▲ 0.00%
	Inventory	91,415	112,872	(21,458)	▼ 19.01%
	Prepaid Insurance & Other Expenses	94,634	419,681	(325,047)	▼ 77.45%
	Operating Grants Receivable		-	-	▲ 0.00%
	Capital Grants Receivable	224,525	1,322,156	(1,097,631)	▼ 83.02%
	Taxes Receivable	(99,840)	108,200	(208,040)	▼ 192.27%
	Total Current Assets	19,898,897	18,886,518	1,012,379	▲ 5.36%
Non-Current Assets					
	Investments, net of current	4,000,000	4,000,000	-	▲ 0.00%
	Unrealized Gain/Loss	(56,411)	(71,300)	14,889	▼ 20.88%
	(Discount)/Premium on Investments			-	▲ 0.00%
	Capital Assets, Net of Accum Depreciation	54,464,552	56,013,926	(1,549,374)	▼ 2.77%
	Land	13,241,253	13,241,253	-	▲ 0.00%
	Work in Progress	3,156,320	2,584,757	571,563	▲ 22.11%
	Rent Contract (Deferred)	277,413	262,413	15,000	▲ 5.72%
	Pension Asset	804,326	804,326	-	▲ 0.00%
	Other Assets			-	▲ 0.00%
	Deferred Outflow - Pension	740,885	740,885	-	▲ 0.00%
	Deferred Outflow - OPEB	42,656	42,656	-	▲ 0.00%
	Total Non Current Assets	76,670,994	77,618,916	(947,922)	▼ 1.22%
	TOTAL ASSETS	96,569,891	96,505,434	64,457	▲ 0.07%
LIABILITIES					
Current Liabilities					
	Accounts Payable & Misc Liabilities	303,590	152,291	151,299	▲ 99.35%
	Compensated Absences	57,266	57,400	(134)	▼ 0.23%
	Payroll, Taxes & Wire Clearing Account	129,805	117,692	12,113	▲ 10.29%
	Retirement & Other Benefits	48,675	40,409	8,266	▲ 20.46%
	Excise Tax (Leasehold & B&O)	199,614	167,670	31,943	▲ 19.05%
	Accrued Expense	63,895	46,000	17,895	▲ 38.90%
	Interest on Bonds	2,642	2,642	0	▲ 0.00%
	Customer Deposits	129,107	88,654	40,452	▲ 45.63%
	Prepaid Revenue	-	78,346	(78,346)	▼ 100.00%
	Contracts Payable	49,852	580,461	(530,609)	▼ 91.41%
	Grants Payable	-	-	-	▲ 0.00%
	Grants Payable - Environmental	-	-	-	▲ 0.00%
	Custodial - Harbor Group	0	11,534	(11,534)	▼ 100.00%
	Long-Term Debt	-	415,974	(415,974)	▼ 100.00%
	Long-Term Payable	-	17,125	(17,125)	▼ 100.00%
	Environmental Remediation	250,000	250,000	-	▲ 0.00%
	OPEB Liability	85,312	85,312	-	▲ 0.00%
	Total Current Liabilities	1,319,756	2,111,509	(791,753)	▼ 37.50%
Non-Current Liabilities					
	Long-Term Debt	2,002,755	1,620,427	382,328	▲ 23.59%
	Long-Term Payable	49,947	41,384	8,562	▲ 20.69%
	Environmental Remediation	2,447,209	2,447,209	-	▲ 0.00%
	Employee Leave Benefits	444,890	366,255	78,635	▲ 21.47%
	Other Post Employment Benefits	1,973,562	1,973,562	-	▲ 0.00%
	Pension Liability	347,866	347,866	-	▲ 0.00%
	Insurance Receivable (KPLY)	49,741	49,738	3	▲ 0.01%
	Unearned Revenue	1,106,308	1,106,308	-	▲ 0.00%
	Deferred Inflow - Pension	492,187	492,187	-	▲ 0.00%
	Deferred Inflow - Blackball Harbor Area Lease	-	1,864	(1,864)	▼ 100.00%
	Grant Received in Advance	-	-	-	▲ 0.00%
	Deferred Gain on Bond Refunding	7,044	9,530	(2,486)	▼ 26.09%
	Total Non-Current Liabilities	8,921,508	8,456,330	465,178	▲ 5.50%
	TOTAL LIABILITIES	10,241,264	10,567,839	(326,575)	▼ 3.09%
	NET POSITION	\$ 86,328,627	\$ 85,937,595	\$ 391,032	▲ 0.46%

## Investments & Cash held as of 6/30/2024

			12/31/23	3/31/24	4/30/24	5/31/24	6/30/24					
Name	Type	Interest Rate	Face Value	Face Value	Face Value	Face Value	Face Value	Annual Interest	Maturity Date	Invst Rating	Call	Acquisition Date
FNMA 1-year	Bond	5.40%	2,000,000	-	-	-	-	-	7/19/2024	Aaa	6-mo	7/19/2023
FHLMC 5-year	Bond	6.25%	2,000,000	-	-	-	-	-	10/26/2028	Aaa	qtrly	10/26/2023
FHLB 3-year doubler***	Bond	5.50%	2,000,000	-	-	-	-	-	3/28/2025	Aaa	qtrly	3/28/2022
FNMA 1-year	Bond	5.20%	2,000,000	-	-	-	-	-	3/30/2024	Aaa	qtrly	3/30/2023
FHLB 5-year step up**	Bond	3.00%	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	60,000	3/29/2027	Aaa	qtrly	3/29/2022
FHLB 5-year	Bond	5.55%	-	-	2,000,000	2,000,000	2,000,000	111,000	4/18/2029	Aaa	6-mo	4/18/2024
First Federal Invst	Cash	5.41%	4,576,212	6,691,760	6,722,406	6,753,420	6,781,556	366,882				
LGIP Balance	Cash	5.41%	4,743,218	11,750,568	10,299,669	11,349,264	11,399,675	616,722				
Umpqua Bank Account	Cash	0.30%	163,081	413,416	463,906	470,841	676,194	2,029				
			19,482,511	20,855,744	21,485,981	22,573,525	22,857,425	1,156,633				
			5.38%									

## Investments Called or Matured in 2024

Name	Type	Interest Rate						Maturity Date	Invst Rating	Call	Redemption Date
FNMA 1-year	Bond	5.40%	2,000,000	-	-	-	-	7/19/2024	Aaa	6-mo	1/19/2024
FHLMC 5-year	Bond	6.25%	2,000,000	-	-	-	-	10/26/2028	Aaa	qtrly	1/26/2024
FHLB 3-year doubler***	Bond	5.50%	2,000,000	2,000,000	2,000,000	-	-	3/28/2025	Aaa	qtrly	3/28/2024
FNMA 1-year	Bond	5.20%	2,000,000	-	-	-	-	3/30/2024	Aaa	qtrly	3/30/2024

## Outstanding Debt

		12/31/23	3/31/24	4/30/24	5/31/24	6/30/24	
	Rate	Amount	Amount	Amount	Amount	Amount	
2015 PABH 2006 refi	2.29%	707,714	707,714	707,714	707,714	707,714	10 year note, final annual payment 12/01/2025
CERB Washdown	2.00%	673,324	639,678	639,678	639,678	639,678	20 year, 1st annual payment made Jan 2021
CARB Airport Utilities	2.00%	687,480	655,533	655,533	655,533	655,533	20 year, 1st annual payment made Jan 2022
		2,068,518	2,002,925	2,002,925	2,002,925	2,002,925	

\* Cash balances shown do not include funds held as the Harbor Group treasurer or funds reserved for K-Ply monitoring activities.

\* Cash and investments do include \$517,500 received from Shell for upcoming environmental cleanup at 220 Tumwater (former longshore parking lot)

\*\* 5-year step up rates by year are 2%, 2.5%, 3%, 4%, 5%

\*\*\* 3-year doubler rates by year were 1.375%, 2.75%, 5.5%

## 2025 COMMISSION BUDGET CALENDAR

Date	Meeting Topic
Tuesday, July 23, 2024	Review Budget Calendar Strategic Plan Review
Tuesday, August 13, 2024	Strategic Plan Review - Finalize '24 priorities
Tuesday, August 27, 2024	
Tuesday, September 10, 2024	Introduce Capital Budget Dev. Process
Tuesday, September 24, 2024	2024 Capital Projects Projected Year End Draft 2025 Capital Budget Presentation 2025 Operating Budget Assumptions
Tuesday, October 8, 2024	Capital Project Prioritization - if needed Operating Budget Projection Highlights Finalize Operating Assumptions & Org Chart
Tuesday, October 22, 2024	Draft Final Capital Budget Introduce Operating Budget
Tuesday, October 29, 2024	Special Meeting - Present Preliminary 2025 Operating Budget and Tax Levy
Tuesday, November 12, 2024	Public Hearing on 2025 Budget and Tax Levy
Tuesday, November 19, 2024	Special Meeting - Formal Adoption of Tax Levy and 2025 Budget



**REGULAR COMMISSION MEETING**  
**Tuesday, July 9, 2024, at 9:00 am**  
**338 W. First St, Port Angeles, WA 98363**  
**MINUTES**

The Regular Commission Meeting will be available to the public in person and remotely. For instructions on how to connect to the meeting remotely, please visit <https://portofpa.com/about-us/agenda-center/>

Connie Beauvais Commissioner  
Colleen McAleer, Commissioner  
Steve Burke, Commissioner  
Paul Jarkiewicz, Executive Director

John Nutter, Dir. of Finance & Admin.  
Braedi Joutsen, Clerk to the Board  
Katharine Frazier, Grants & Contracts Mgr.

**I. CALL TO ORDER / PLEDGE OF ALLEGIANCE (0:00-0:42)**

Comm. Beauvais called the meeting to order at 9:00 am.

**II. EARLY PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (0:43-1:11)**

**III. APPROVAL OF AGENDA (1:12-1:31)**

- Motion to approve the agenda with the addition of edit to the Letter of Support for Osprey Logistics: Comm. McAleer
- 2<sup>nd</sup>: Comm. Burke
- Vote: 3-0 (Unanimous)

**IV. WORK SESSION (1:32-1:09:33)**

**A. OMC (Olympic Medical Center) Community Education**

- Presentation: Darryl Wolfe
- Discussion
- No Action

**B. WA Commerce Forestry Trade Mission to Finland - Recap**

- Presentation: Steve Burke
- Discussion
- No Action

**C. Client Transparency Requirement**

- Presentation: Paul Jarkiewicz
- Discussion
- Motion to approve the PCTRP, the Port's Customer Transparency Requirement Policy: Comm. Burke
- 2<sup>nd</sup>: Comm. Beauvais
- Vote: 3-0 (Unanimous)



**V. APPROVAL OF CONSENT AGENDA (1:09:34-1:11:57)**

- A. Regular Commission Meeting Minutes – June 25, 2024
- B. Vouchers in the amount of \$471,710.60
  - Discussion
  - Motion to approve the consent agenda with the changes as discussed: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Burke
  - Vote: 3-0 (Unanimous)

**VI. COMPLETION OF RECORDS (1:11:58-1:15:01)**

- A. Monthly Delegation of Authority Report
  - Presentation: Paul Jarkiewicz
  - Discussion
  - No Action

**VII. PLANNING AND CAPITAL PROJECTS (1:15:02-1:29:15)**

- A. Resolution 24-1298, Port Recreational & Public Access Plan
  - Presentation: Katharine Frazier
  - Discussion
  - Motion to introduce Resolution 24-1298, a Resolution of the Commission of the Port of Port Angeles adopting the 2024 Port Recreation and Public Access Plan with the amendment of adding previous resolution that it will repeal: Comm. McAleer
  - 2<sup>nd</sup>: Comm. Burke
  - Vote: 3-0 (Unanimous)

**VIII. LOG YARD**

No items

**IX. MARINE TRADES AND MARINE TERMINALS**

No items

**X. PROPERTY**

No items

**XI. MARINAS**

No items

**XII. AIRPORTS**

No items





**XIII. OTHER BUSINESS**

**XIV. ITEMS NOT ON THE AGENDA (1:29:16-1:32:07)**

- A. Letter of Support – Osprey Logistics
- Presentation: Katharine Frazier
  - Discussion
  - Motion to approve the new and improved letter of endorsement for Osprey Logistics: Comm. Burke
  - 2<sup>nd</sup>: Comm. McAleer
  - Vote: 3-0 (Unanimous)

**XV. COMMISSIONER REPORTS (1:32:08-1:35:25)**

The Commission shared their experiences with participating in the 4<sup>th</sup> of July parade in town.

**XVI. PUBLIC COMMENT SESSION (TOTAL SESSION UP TO 20 MINUTES) (1:35:26-1:42:42)**

Wan Choi – Port Angeles, WA- shared some updates with the Commission on recent events with the Port Angeles Yacht Club. Juan also shared with the Commission that he is providing free of charge strategic planning consulting services for a handful of local businesses. He shared that two Port tenants have reached out to him to utilize these services.

**XVII. FUTURE AGENDA**

**XVIII. NEXT MEETINGS (1:42:43-1:42:52)**

- A. July 23, 2024 – Regular Commission Meeting
- B. August 13, 2024 - Regular Commission Meeting
- C. August 27, 2024 - Regular Commission Meeting
- D. September 10, 2024 – Regular Commission Meeting

**XIX. UPCOMING EVENTS (1:42:53-1:45:12)**

- A. WPPA Directors Seminar - July 11-12, 2024 – Kalama, WA
- B. WPPA Staff Retreat – July 16-17, 2024 – Port Angeles, WA
- C. Northwest Maritime Terminal Association – July 18-19, 2024 – Bellingham, WA
- D. International Workboat Show – November 12-14, 2024 – New Orleans, LA
- E. Pacific Marine Expo – November 20-22, 2024 – Seattle, WA

**BROWN BAG LUNCH AND OPEN DISCUSSION WITH THE COMMISSION (TIME PERMITTING)**



**XX. EXECUTIVE SESSION (1:45:13-1:46:41)**

The Board may recess into Executive Session for those purposes authorized under Chapter 42.30 RCW, The Open Public Meetings Act.

- Comm. Beauvais recessed the meeting to convene an executive session. The anticipated length of the executive session is 30 minutes. Following the executive session, the Commission is not expected to take action in public session.
- Discussion: Two (2) items concerning real estate sale, purchase, or lease, discussing such matters in executive session are appropriate pursuant to RCW 42.30.110.(1)(b).
- Recess: 4 minutes
- Start Time: 10:50 am
- Extended: 40 minutes
- End Time: 12:00 pm
- No Action

Public Session of Commission Meeting Reconvened: 12:00 pm.

Commissioner Beauvais noted that as a result of the executive session there was no action to be taken.

**XXI. ADJOURN (1:46:42-1:46:45)**

Comm. Beauvais adjourned the meeting at 12:00 pm.

PORT OF PORT ANGELES  
BOARD OF COMMISSIONERS

---

Connie Beauvais, President

---

Steven Burke, Secretary

**PORT OF PORT ANGELES  
GENERAL FUND – LETTER OF TRANSMITTAL  
VOUCHER APPROVAL**

We, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due, and unpaid obligation against the Port of Port Angeles, and that we are authorized to authenticate and certify to said claim.

**SUMMARY TRANSMITTAL July 3, 2024 – July 17, 2024**

**Accounts Payable**

	<b>Begin Check #</b>	<b>End Check #</b>		
<b>For General Expenses and Construction</b>				
Accts Payable Checks (computer)	418384	418417	\$	198,231.58
VOIDED/ZERO PAYABLE CHECKS			\$	-
Accts Payable ACH	003114	003151	\$	540,585.28
Accts Payable ACH			\$	-
VOIDED/ZERO PAYABLE ACH			\$	-
Wire Transfer – Excise Tax			\$	-
Wire Transfer - Leasehold Tax			\$	-
<b>Total General Expenses and Construction</b>			<b>\$</b>	<b>738,816.86</b>
<b>Payroll</b>				
Employee Payroll – Draws (Direct Deposit)			\$	41,475.00
Voided Payroll Check			\$	-
Employee Payroll Checks PPD (Direct Dep)			\$	-
Wire Transfer – (Payroll Taxes, Retirement, Deferred Comp, L&I, PMFL)			\$	50,884.23
<b>Total Payroll</b>			<b>\$</b>	<b>92,359.23</b>
<b>Total General Exp &amp; Payroll</b>			<b>\$</b>	<b>831,176.09</b>

Date: July 23, 2024

\_\_\_\_\_  
Port Representative

\_\_\_\_\_  
Port Representative

\_\_\_\_\_  
Commissioner, Steven D. Burke

\_\_\_\_\_  
Commissioner, Connie Beauvais

\_\_\_\_\_  
Commissioner, Colleen McAleer

**REPORT TO THE BOARD OF PORT COMMISSIONERS**  
**2<sup>nd</sup> QUARTER 2024**

**QUARTERLY OPERATIONS REPORT**

<b>REPORT</b>	<b>NO ACTION</b>	<b>ATTACHED</b>
Rental Property Occupancy		X
Travel Approved Within WA, OR, ID, and BC, Canada		X
Marina and Boat Yard Operations		X
Port Angeles Boat Haven Occupancy		X
John Wayne Marina Occupancy		X
Log Yard and Marine Terminal Operations		X
Log Yard Loads		X
Marine Terminal Tanker Days		X

Port Property Inventory / Status - Second Quarter 2024		SF	Improved Properties Rented	Improved Properties Rent Ready	Not Rent Ready	Total Rented Acres
Property	Location					
<b>Port Operations Facilities</b>						
Port Administration Building	338 W. First Street	11,608				
Facilities Maintenance	112 S. Valley Street	9,375				
Facilities Maintenance	2604 W 18th Street (small red bldg)	420				
Log Scale Building	1500 Blk Marine Drive	2,600				
Operations for Terminals and Security Office	Marine Terminal, 202 N. Cedar St., Suite 6 upstairs	1,322				
Mechanic Shop	1301 Marine Drive (portion)	8,400				
John Wayne Marina, Harbormaster Office	2577 W. Sequim Bay Road	3,001				
FIA Airport Manager's Office	Fairchild International Airport	900				
FIA Airport Terminal Space - Conference Room	Fairchild International Airport	672				
Garage	Critchfield Rd @ Saddle Club	780				
430 Marine Drive (garage and fenced paved lot)	New Asset on 11.09.2023: 430 Marine Drive (0.49 AC)	1,150				
	<b>TOTAL PORT OPS BUILDINGS SF</b>	<b>40,900</b>				
<b>Port Rental Properties</b>						
<b>For Rent</b>						
Airport Coffee Shop	1402 William R Fairchild Airport Rd			840		0.00
CRTC Bldg front offices	2220 W 18th Street - CRTC Building Offices			3,600		0.08
1010 Building	2140 W 18th Street (15,000 office, 10,000 warehouse)	25,000	6,835	12,500	5,665	0.16
1010 Phase II Transition (access to OH doors unrented)	2140 W 18th Street (16,600 warehouse)	16,600	12,690			0.29
1050 Building	2140 W 18th Street (40,000 SF)	40,000	32,250	5,750	2,000	0.74
1050 Building Paint Booths	2140 W 18th Street (2,924 SF paintbooths)				2,924	
1050 Phase I Addition	2140 W 18th Street (2 tenants in this Phase)	8400	3,926	3,500	974	0.09
MTIB Suites A, B	2007 S O Street - Offices and Warehouse			10,000		0.23
937 Boathaven - Office	937 Boathaven on the Jetty		624			
720 Marine Drive - Office	720 Marine Drive			1,300		
	<b>AVAILABLE PROPERTIES TOTAL SF</b>			<b>26,190</b>	<b>0</b>	<b>0.00</b>
<b>Rented Properties</b>						
<b>North Airport Industrial Park (NAIP)</b>						
2 Grade, LLC	Land E of 2417 W 19th					0.55
2 Grade	2032 S. O Street (garage)		3,000			0.07
Natural Systems Design	2032 S. O Street (Office and fenced land)		861			0.11
ACTI 10.20	2138 W 18th St		25,000			0.57
ACTI 10.30	2138 W 18th St		25,000			0.57
ACTI 10.40	2138 W 18th St		25,000			0.57
ACTI 2230	2230 W 18th St		25,000			0.57
Arrow Marine Services, Inc.	2140 W 18th Street - storage within 1050 Building		6,250			0.14

Port Property Inventory / Status - Second Quarter 2024			Improved Properties Rented	Improved Properties Rent Ready	Not Rent Ready	Total Rented Acres
Property	Location	SF				
<b>Rented Properties</b>						
Barhop Brewing LLC	2506 W. 19th Street		2,952			0.07
City Parks & Recreation	2602 W 18th St; Buildings 6,407 SF; Land 167,871 SF		6,407			3.85
Clallam County Youth Services	1912 West 18th Street (T.I.)					3.84
CRTC	2220 W 18th Street - Main Bldg and Lab Space		21,374			0.49
CRTC	2140 W 18th Street (1050)	new lease	26,000			0.00
First Step Family Support Center	2140 W 18th Street (1050)		1,125			0.03
Port Angeles Hardwood, LLC	2140 W 18th Street (1010)		23,625			0.54
Insitu Ecosystems LLC	2140 W 18th Street (Phase 1 Addition)		2,801			0.06
FKC Co., Ltd	2708 W 18th St (T.I.)					4.94
Knight Fire Protection	2509 W 19th St Land (T.I.)					0.51
Lifeflight Network LLC	2530 W 19th Street- Office		2,500			0.06
Lifeflight Network LLC	2530 W 19th Street- Land					0.44
Murrey's Disposal Inc.	2548 19th Street (land and bldg)	115,671	19,800			0.45
Peninsula Rifle & Pistol Club	2600 W 18th St (T.I.)					0.41
Public Utility District #1	1936 W 18th Street (T.I.)					6.89
GSA - USDHS	1908 South O Street		6,028			0.14
Stabicraft Marine USA	MTIB - Suites C, D, E		16,800			1.60
<b>Waterfront Rental Properties</b>						
A.M. Holdings, Inc. (Platypus) Area C	102 N. Cedar (Area C Bldg and Land)		900			0.31
A.M. Holdings, Inc. (Platypus) Area A & B	102 N. Cedar (T.I.) Area A&B Land					3.95
Accurate Angle Crane	Boat Yard Dry Storage					0.01
Arrow Marine	914 Marine Drive		3200			0.07
Arrow Marine	916 Marine Drive		5000			0.11
Arrow Marine	435 Marine Drive		6,549			0.15
MRSC (outside storage)	220 Tumwater Truck Rte - Parking Lot	5,400				0.12
ConocoPhillips (anchor storage)	220 Tumwater Truck Rte - Parking Lot	2,000				0.05
Fenced parking lot available	220 Tumwater Truck Rte - Parking Lot	24,600				0.00
Black Ball Transport, Inc.	101 East Railroad Ave - Terminal 2					3.85
Bluewater Boatworks, LLC	830 W Boat Haven Drive		1,500			0.03
Rayonier TRS Forest Operations, LLC	202 N Cedar, Suite 3 Office		380			0.01

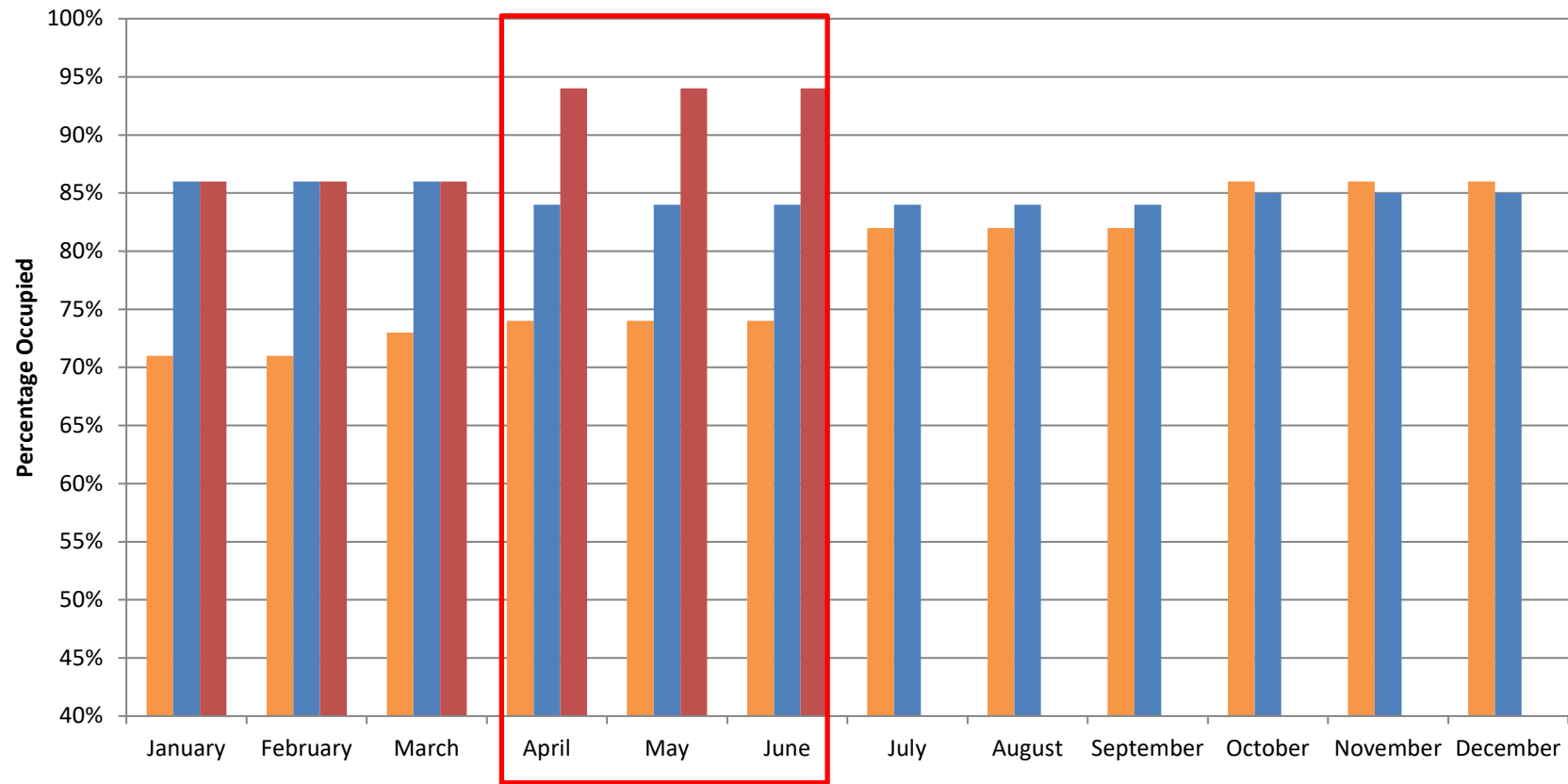
Port Property Inventory / Status - Second Quarter 2024			Improved Properties Rented	Improved Properties Rent Ready	Not Rent Ready	Total Rented Acres
Property	Location	SF				
Biobased Trading LLC	202 N Cedar Suite 1 (office)		399			0.01
Biobased Trading LLC	Terminal 1 conveyor storage		2400			0.06
Global Diving & Salvage, Inc.	202 N Cedar, Suite 2 and 300 SF Warehouse		635			0.01
High Tide Seafoods	3rd Ave Lot Storage					0.07
High Tide Seafoods	820 Marine Drive		6,000			0.14
Hull Scrubber Corp	MT 202 N Cedar, Suite 4		270			0.01
Motive Power Marine, LLC	731 Marine Drive		10,000			0.23
MSRC - Storage on T1	On T1 Dock - Storage					0.03
MSRC - Parking on T1	On T1 Dock - Parking					0.04
MSRC - Parking near T3	Parking near T3					0.02
McKinley Paper	1301 Marine Drive (portion)		12,146			0.28
National Response Corporation	Terminal 7 Berthage	248 LF	248			0.01
John Eric Bert	812 Boat Haven Drive		945			0.02
Andy Choi	801 Marine Drive		10,322			0.24
PetroCard, Inc.	801 Marine Drive (NW portion)		1,683			0.00
PA Yacht Club	1305 Marine Drive (T.I.)					0.20
Petrocard, Inc.	832 Boat Haven		165			0.00
Petrocard, Inc.	Retail Lease in the Boatyard Bldg		125			0.00
Petrocard, Inc.	A-4 Storage		420			0.01
Petrocard, Inc.	Fuel Tank Land					0.03
Petrocard, Inc.	Fuel Float					0.05
Vacant	930 Marine Drive, Suite A			2,400		0.06
Peninsula Bottling Company	930 Marine Drive, Suite B		2,400			0.06
Waterfront Automotive	930 Marine Drive, Suite C		2,400			0.06
Fire Chief Equipment	930 Marine Drive, Suite D		600			0.01
WA Dept Fish & Wildlife	930 Marine Drive, Suite E		600			0.01
Westport LLC. 720 Marine Dr	720 Marine Dr Parking (land only)	60,000				1.38
Westport LLC, Boatyard Dry Storage	Ground lease @ BY dry storage					0.32
Westport LLC.	Sign lease - Marine Dr / Tumwater	570				0.01
John Wayne Marina						
Sequim Bay Yacht Club - Room Space	2577 West Sequim Bay Rd		951			0.02
Sequim Bay Yacht Club - Outside Storage	2577 West Sequim Bay Rd					0.04
Crow's Nest Office	2577 West Sequim Bay Rd (Upper Floor)	new lease	220			
Steve W. Little, Inc. (Dockside Grill)	2577 West Sequim Bay Rd		2,154			0.05

Port Property Inventory / Status - Second Quarter 2024			Improved Properties Rented	Improved Properties Rent Ready	Not Rent Ready	Total Rented Acres
Property	Location	SF				
<b>Downtown/Seki</b>						
North Olympic Healthcare Network	20 spaces-North First St Parking Lot (land)	7,400				0.17
WA Small Business Development Ctr	338 W First St, Admin Office Suite 202		177			0.00
Center for Inclusive Entrepreneurship	338 W First St, Admin Office Suite 201		220			0.01
Lambert Consulting, LLC	338 W First St, Admin Office, Suite 101		230			0.01
Clallam County Fire District #5	Seki Airport Hangar		3,200			0.07
<b>South Airport Rental Properties</b>						
Angeles Communications, Inc.	1402 William R. Fairchild Airport		750			0.02
Fedex - 1 tie down	1402 William R. Fairchild Airport					0.11
Fedex - hangar	1402 William R. Fairchild Airport		9,600			0.22
Fedex - office	1402 William R. Fairchild Airport		1,432			0.03
FAA Antenna & Rack Space	1402 William R. Fairchild Airport		360			0.01
High Flyer Owners Assn Condo A	Hangar Pad A (T.I.)					0.29
High Flyer Owners Assn Condo C	Hangar Pad C (T.I.)					0.29
Lifeflight Network LLC	1405 Airport Road - Hangar		2,750			0.06
Lifeflight Network LLC	1405 Airport Road - Office		792			0.02
Lifeflight Network LLC	1406 Airport Road - Hangar		2,160			0.05
Lifeflight Network LLC	1406 Airport Road - Office		1,256			0.03
Lifeflight Network LLC	1407 Airport Road - Hangar		2,160			0.05
Lifeflight Network LLC	1407 Airport Road - Office		280			0.01
Merrill & Ring	Airport Log Yard					1.00
Olympic R/C Modelers	Critchfield Road (T.I.)					1.30
Josh Borte	Critchfield Road (30 acres) in-kind services					30.00
PA Nieuport Group	Hangar Pad D (T.I.)					0.29
R&B Properties and Investments	Hangar Pad B (T.I.)					0.29
Rite Bros. Aviation	FIA Terminal		1,000			0.02
Rite Bros. Aviation	FIA East Block Hangar		2,300			0.05
Rite Bros. Aviation	FIA West Block Hangar		2,560			0.05
Rite Bros. Aviation	FIA East Corporate Hangar		3,844			0.09
Rite Bros. Aviation	FIA Fuel Farm; 11,700 SF land					0.27
Welldone Aviation, LLC	1402 Airport Road, Hangar Pad F Building 900 (T.I.)	17,500				0.40
DART (Clallam Co. Emergency Mgmt)	FIA terminal		970			0.02
US Coast Guard	Taxiway	5,000				0.11
Peninsula Trails Coalition	Conex box at long term parking					0.004

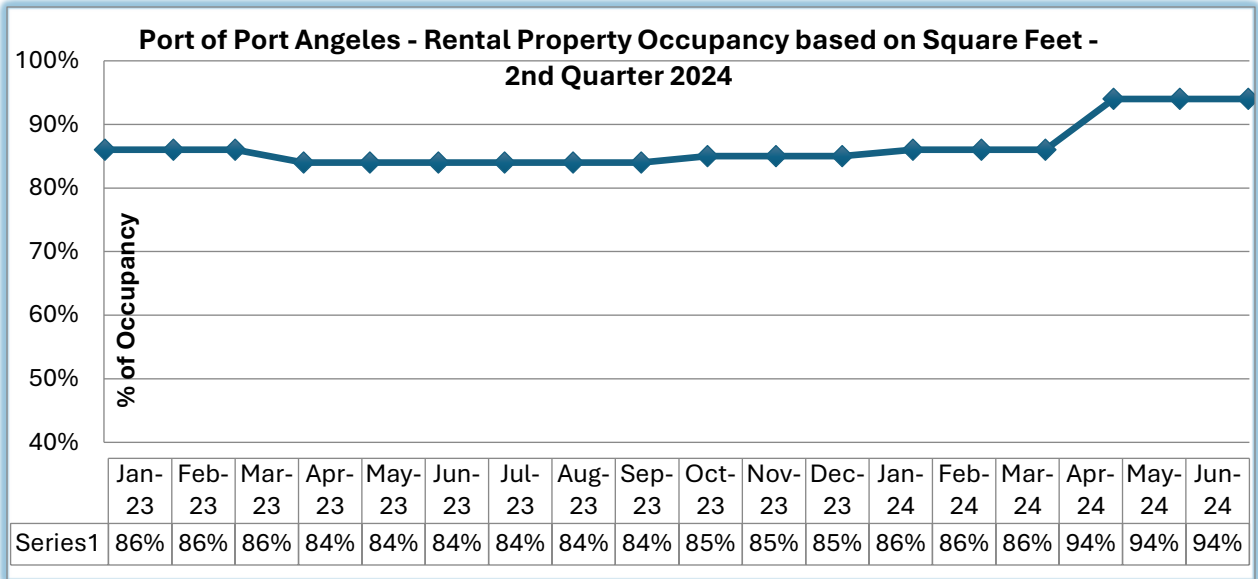


Port Property Inventory / Status - Second Quarter 2024			Improved Properties Rented	Improved Properties Rent Ready	Not Rent Ready	Total Rented Acres
Property	Location	SF				
	TOTAL RENTED SQUARE FOOTAGE		404,501			
	VACANT - NOT RENT READY		11,563			
	TOTAL VACANT & RENT READY SF		26,190			
IMPROVED PROPERTY	OVERALL OCCUPANCY FACTOR		94%			
IMPROVED PROPERTY	RENT READY OCCUPANCY FACTOR		6%			
DEVELOPED ACREAGE (shovel ready)						
South Airport						
South Airport	Hangar Pad E (Land)	17,500				
Business Park Acreage						
35.5 Acres	(Zoned Light Industrial)			35.50		
Waterfront						
18 Acres	Marine Trade Center			18.00		
Vacant lot near Chevron (was Armstrong)	413 W 2nd Street			0.33		
	TOTAL DEVELOPED ACREAGE			53.83		
UNDEVELOPED ACREAGE (awaiting capital improvement)						
FIA						
72 Acres Land SE Airport Terminal	(Zoned IL Industrial Light)				72.00	
126 Acres Land SW Airport Terminal	(Aviation Related)				126.00	
	TOTAL UNDEVELOPED ACREAGE				198.00	

## 2022-2024 Overall Lease Inventory Occupancy Ratios 2nd Quarter 2024



	2022
	2023
	2024



<b>Feb 2023</b>	<b>New:</b>	2602 W. 18th Street	FM Crew moved out/City Parks moved in. New Rented Space: 6,407 SF Bldgs; 167,871 SF Land
<b>Feb 2023</b>	Reduction - tenant vacated 3.01.2023	Admin Bldg, Ste 101	NODC vacated office (234 SF)
<b>April 2023</b>	Reduction- tenant vacated 5.01.2023	937 Boathaven	Cooke Aquaculture vacated office (624 SF)
<b>April 2023</b>	Reduction- tenant vacated 5.01.2023	2604 W 18th	Cooke Aquaculture vacated land (15,000 SF); <i>Port FM Crew moved into this space.</i>
<b>April 2023</b>	<b>New:</b>	FIA Terminal - baggage area	Clallam Co. Emergency Command Center (DART). Office 970 SF
<b>June 2023</b>	Reduction- tenant vacated 6.01.2023	2140 W 18th (1010)	Sound Restorations & Hot Rods - 3,165 SF warehouse
<b>June 2023</b>	<b>New:</b>	2140 W 18th (1010)	Tenant added 4,250 SF; Port Angeles Hardwood now 23,625 SF warehouse
<b>June 2023</b>	Reduction - tenant vacated 6.01.2023	Lower Elwha/Saddle Crk	Gillespie vacated land - 43,416 SF
<b>Sept. 2023</b>	Reduction - tenant vacated 9.01.2023	Admin Bldg, Ste 202	CCEDC vacated office (386 SF)
<b>Sept. 2023</b>	Reduction - tenant vacated 9.01.2023	812 Boathaven	Ocean Boatworks vacated workshop (945 SF)
<b>Feb. 2024</b>	Reduced by tenant	FIA Log Yard	Merrill & Ring (reduced from 12.4 AC to 1 AC)
<b>Feb. 2024</b>	Replaced lease	2140 W 18th St (1050 Bldg)	Arrow Marine Services, Inc. (6,250 SF warehouse)
<b>March 2024</b>	<b>New:</b>	2032 S O Street Office	Natural Systems Design - (861 SF Office)
<b>March 2024</b>	Reduction by tenant vacated 3.31.2024	2140 W 18th (Paint Booth)	Stabicraft Marine USA (3,026 SF)
<b>March 2024</b>	<b>New:</b>	801 Marine Drive	Petrocard (1,683 SF warehouse).
<b>March 2024</b>	Reduced SF to 10,322 SF	801 Marine Drive	Andy Choi (now 10,322 SF warehouse)
<b>April 2024</b>	<b>Replaced Lease</b>	2140 W 18th St (1050 Bldg)	CRTC (new lease for 26,000 SF)
<b>May 2024</b>	Terminated 5.31.2024	439 Marine Drive (parking for tenant)	AM Holdings, Inc. (8,000 SF Land) ended due to MTC construction
<b>June 2024</b>	Vacated 6.30.2024	FIA Terminal	Dash Air Shuttle (100 SF)
<b>June 2024</b>	<b>New:</b>	2577 W Sequim Bay Rd, Crow's Nest Office	Baranof Yacht Sales LLC (220 SF office)
<b>June 2024</b>	<b>New:</b>	937 W. Boathaven	Westech Environmental Consulting, LLC (624 SF office)
<b>June 2024</b>	Vacated 6.30.2024	930 Marine Drive #A	Hawk Diesel terminated (2,400 SF warehouse)

**TRAVEL APPROVED BY THE EXECUTIVE DIRECTOR**  
**(Within WA, OR, ID, and British Columbia, Canada)**  
**2<sup>nd</sup> Quarter 2024**

<b>STAFF</b>	<b>LOCATION OF MTG.</b>	<b>DATE(S)</b>	<b>PURPOSE</b>
John Nutter Paul Jarkiewicz, Chris Hartman Connie Beauvais Steve Burke	Victoria, BC    Nanaimo, BC	4/24 – 4/26	Olympic Logging Conference  Meeting w/ Mosaic Forest Management
John Nutter, Braedi Joutsen	Vancouver, WA	6/26 – 6/28	WPPA Finance and Admin Conference

**Report to the Board of Port Commissioners  
Operations Report for  
April 2024**

**Port Angeles Boat Haven**

Slip Length	No. of Slips	Occupied	Vacant	Occupancy Rate	Wait List	2023 Occupied Monthly
20'	57	37	20	65%	0	40
25'	24	22	2	92%	0	22
30'	80	80	0	100%	0	78
36'	29	29	0	100%	10	29
40'	32	32	0	100%	8	31
46'	17	17	0	100%	0	17
50'	90	89	1	99%	3	88
Side/End Tie	54	47	7	87%	4	44
Boathouses	44	44	0	100%	0	44
<b>Sub-Total</b>	<b>427</b>	<b>397</b>	<b>30</b>	<b>93%</b>	<b>25</b>	<b>393</b>
Limited 20'	13	1	12	8%	0	3
<b>TOTAL</b>	<b>440</b>	<b>398</b>	<b>42</b>	<b>90%</b>	<b>25</b>	<b>396</b>

**Boat Yard Report**

	Apr-24	Apr-23	YTD 2024	YTD 2023
Boats into the yard this month	35	20	79	91
Boats into the water this month	31	21	69	90
<b>Total Travel Lift Operations This Month</b>	<b>66</b>	<b>41</b>	<b>148</b>	<b>181</b>
<b>Year-To-Date Launch Ramp Permit Sales</b>			<b>239</b>	<b>318</b>

**John Wayne Marina**

Slip Length	No. of Slips	Occupied	Vacant	Occupancy Rate	Wait List	2023 Occupied Monthly
28'	72	72	0	100%	2	72
30'	46	44	2	96%	0	46
32'	28	28	0	100%	3	28
36'	22	22	0	100%	13	22
40'	19	19	0	100%	9	19
42'	21	21	0	100%	2	21
45'	10	10	0	100%	1	10
50'	27	27	0	100%	5	27
End Tie 49'	25	25	0	100%	8	25
<b>Sub-Total</b>	<b>270</b>	<b>268</b>	<b>2</b>	<b>99%</b>	<b>43</b>	<b>270</b>
Limited 20'	30	10	20	33%	0	28
<b>TOTAL</b>	<b>300</b>	<b>278</b>	<b>22</b>	<b>93%</b>	<b>43</b>	<b>298</b>

**Report to the Board of Port Commissioners  
Operations Report for  
May 2024**

**Port Angeles Boat Haven**

Slip Length	No. of Slips	Occupied	Vacant	Occupancy Rate	Wait List	2023 Occupied Monthly
20'	57	48	9	84%	0	46
25'	24	22	2	92%	0	22
30'	80	80	0	100%	0	79
36'	29	29	0	100%	10	29
40'	32	32	0	100%	8	31
46'	17	17	0	100%	0	17
50'	90	88	2	98%	3	88
Side/End Tie	54	47	7	87%	4	46
Boathouses	44	44	0	100%	0	44
<b>Sub-Total</b>	<b>427</b>	<b>407</b>	<b>20</b>	<b>95%</b>	<b>25</b>	<b>402</b>
Limited 20'	13	3	10	23%	0	4
<b>TOTAL</b>	<b>440</b>	<b>410</b>	<b>30</b>	<b>93%</b>	<b>25</b>	<b>406</b>

**Boat Yard Report**

	May-24	May-23	YTD 2024	YTD 2023
Boats into the yard this month	28	29	107	120
Boats into the water this month	31	28	100	118
<b>Total Travel Lift Operations This Month</b>	<b>59</b>	<b>57</b>	<b>207</b>	<b>238</b>
<b>Year-To-Date Launch Ramp Permit Sales</b>			<b>316</b>	<b>408</b>

**John Wayne Marina**

Slip Length	No. of Slips	Occupied	Vacant	Occupancy Rate	Wait List	2023 Occupied Monthly
28'	72	72	0	100%	2	72
30'	46	44	2	96%	0	46
32'	28	28	0	100%	3	28
36'	22	22	0	100%	13	22
40'	19	19	0	100%	9	19
42'	21	21	0	100%	2	21
45'	10	10	0	100%	1	10
50'	27	27	0	100%	5	27
End Tie 49'	25	25	0	100%	8	25
<b>Sub-Total</b>	<b>270</b>	<b>268</b>	<b>2</b>	<b>99%</b>	<b>43</b>	<b>270</b>
Limited 20'	30	10	20	33%	0	28
<b>TOTAL</b>	<b>300</b>	<b>278</b>	<b>22</b>	<b>93%</b>	<b>43</b>	<b>298</b>

**Report to the Board of Port Commissioners  
Operations Report for  
June 2024**

**Port Angeles Boat Haven**

Slip Length	No. of Slips	Occupied	Vacant	Occupancy Rate	Wait List	2023 Occupied Monthly
20'	57	57	0	100%	0	57
25'	24	24	0	100%	0	24
30'	80	80	0	100%	0	80
36'	29	29	0	100%	10	29
40'	32	32	0	100%	8	32
46'	17	17	0	100%	0	17
50'	90	89	1	99%	3	90
Side/End Tie	54	50	4	93%	4	48
Boathouses	44	44	0	100%	0	44
<b>Sub-Total</b>	<b>427</b>	<b>422</b>	<b>5</b>	<b>99%</b>	<b>25</b>	<b>421</b>
Limited 20'	13	10	3	77%	0	11
<b>TOTAL</b>	<b>440</b>	<b>432</b>	<b>8</b>	<b>98%</b>	<b>25</b>	<b>432</b>

**Boat Yard Report**

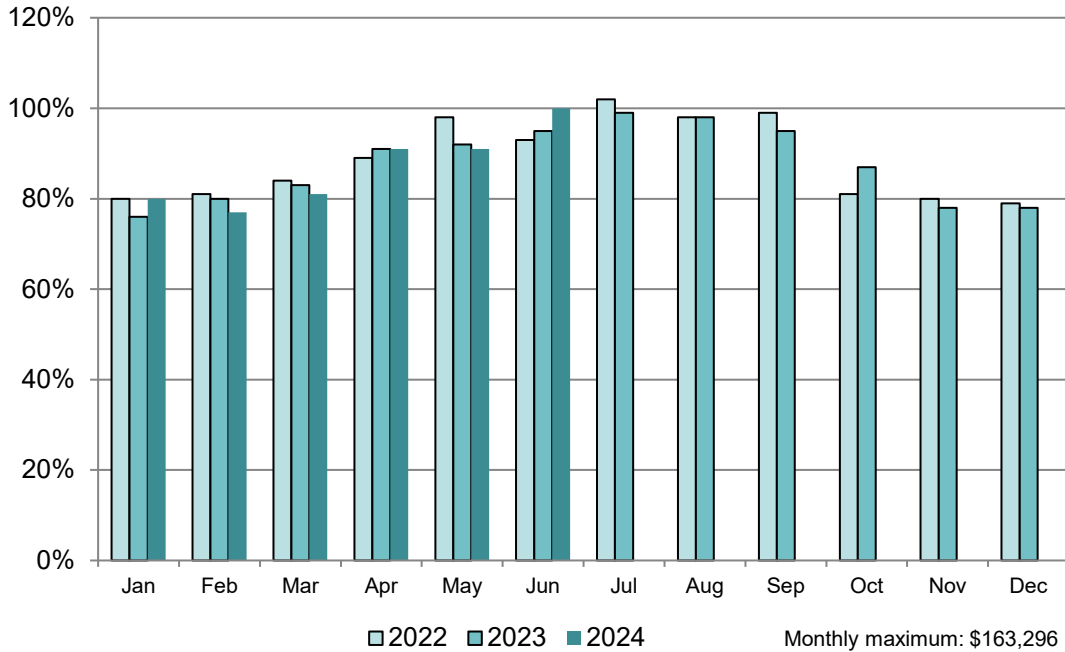
	Jun-24	Jun-23	YTD 2024	YTD 2023
Boats into the yard this month	25	33	132	153
Boats into the water this month	24	31	124	149
<b>Total Travel Lift Operations This Month</b>	<b>49</b>	<b>64</b>	<b>256</b>	<b>302</b>
<b>Year-To-Date Launch Ramp Permit Sales</b>			<b>406</b>	<b>505</b>

**John Wayne Marina**

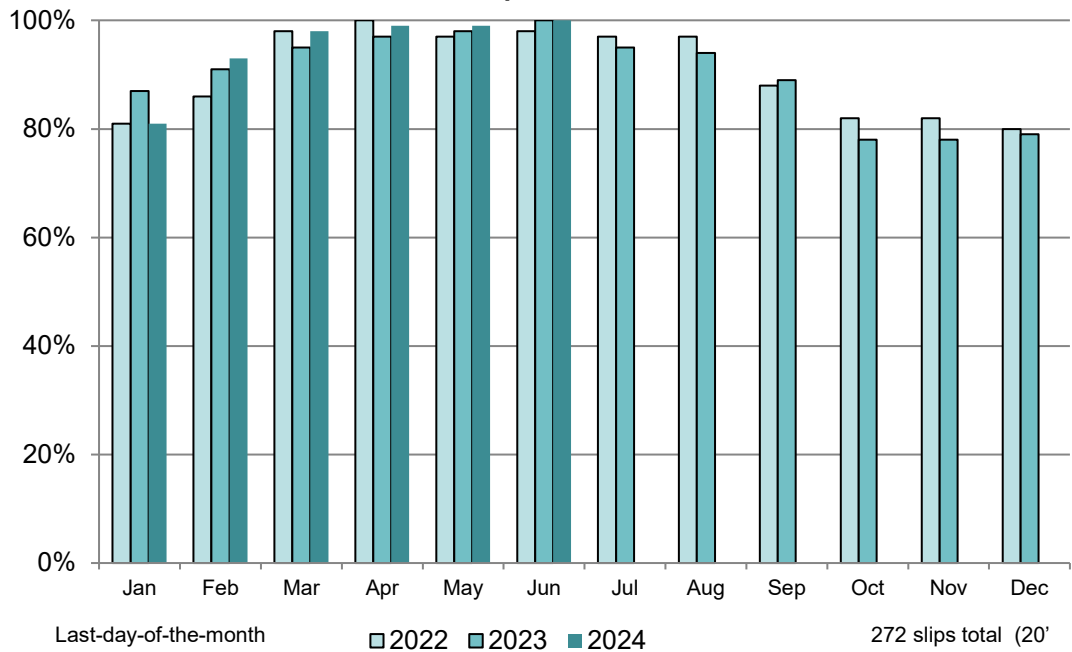
Slip Length	No. of Slips	Occupied	Vacant	Occupancy Rate	Wait List	2023 Occupied Monthly
28'	72	72	0	100%	7	72
30'	46	45	1	98%	0	46
32'	28	28	0	100%	6	28
36'	22	22	0	100%	16	22
40'	19	19	0	100%	10	19
42'	21	21	0	100%	3	21
45'	10	10	0	100%	1	10
50'	27	26	1	96%	5	27
End Tie 49'	25	25	0	100%	9	25
<b>Sub-Total</b>	<b>270</b>	<b>268</b>	<b>2</b>	<b>99%</b>	<b>57</b>	<b>270</b>
Limited 20'	30	10	20	33%	0	28
<b>TOTAL</b>	<b>300</b>	<b>278</b>	<b>22</b>	<b>93%</b>	<b>57</b>	<b>298</b>

# PABH Occupancy

## Revenue Based



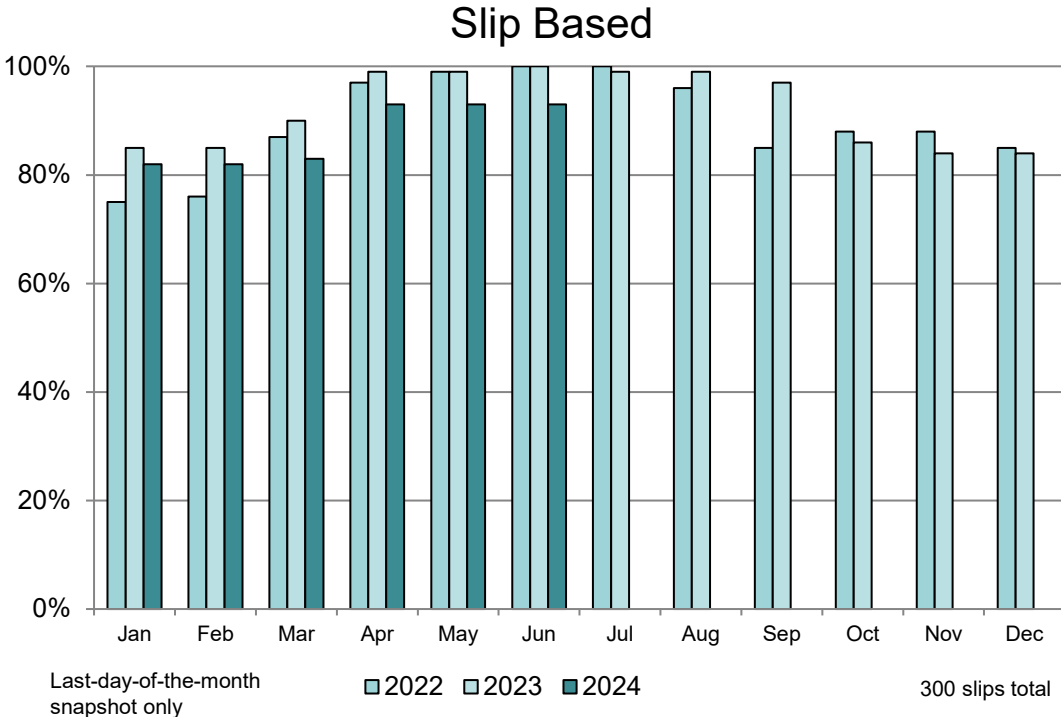
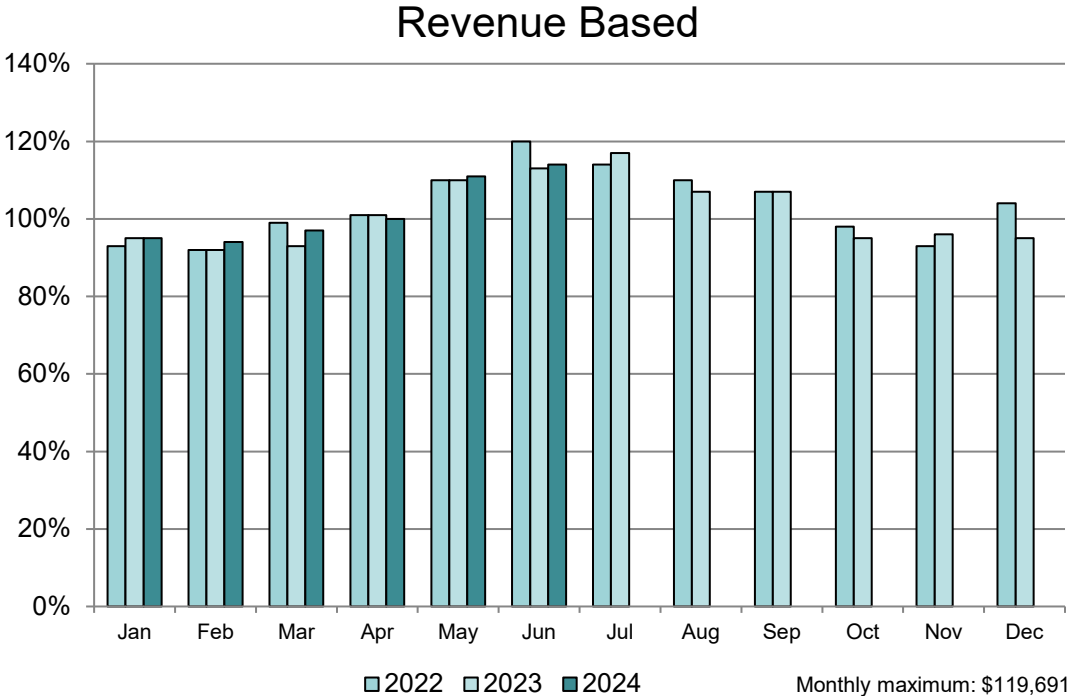
## Slip Based



272 slips total (20'  
slips, boat houses &  
side tie not included)



# JWM Occupancy



**REPORT TO THE BOARD OF PORT COMMISSIONERS**  
**LOG HANDLING AND MARINE TERMINAL OPERATIONS**  
**April 2024**

Log Handling	April 2024	4 Month 2024	4 Month 2023
<b>Log Operation:</b>			
Dumped Loads**	0	0	851
Decked Loads	203	950	930
Green Crow Roll Out - Camp Run	32	90	127
<b>T-7 Container Operations</b>			
# Containers Loaded	60	222	90
<b>T-7/T-5 Log Operations-Discharge (Inbound/DeWater)</b>			
# of Barges	9	36	37
# Barge Loads	326	1,304	1,494
# DeWater Loads	217	1,042	569
<b>TOTAL LOADS</b>	<b>838</b>	<b>3,608</b>	<b>4,061</b>

\*\*LOADS DOWN AS ROUNDBOOM (DUMPED LOADS)

Inbound Barges	Inbound Barges	Inbound Barges
6 - PA Hardwood	18 - PA Hardwood	13 - PA Hardwood
0 - Interfor	0 - Interfor	0 - Interfor
0 - Hermann	0 - Herman	1 - Herman
1 - Alta	4 - Alta	1 - Alta
1 - Zoeffel	1 - Zoeffel	1 - Zoeffel
0 - Alcan	0 - Alcan	
Outbound Barges	Outbound Barges	Outbound Barges
0 - Georgia Pacific	0 - Georgia Pacific	1 - Georgia Pacific
1 - Sierra Pacific	9 - Sierra Pacific	15 - Sierra Pacific
0 - Southport	0 - Southport	0 - Southport
0 - Hampton	0 - Hampton	2 - Hampton
0 - Roseburg	0 - Roseburg	1 - Roseburg
1 - Buse	3 - Buse	1 - Buse
0 - Canyon	1 - Canyon	2 - Canyon

Terminals #1 & #3	April 2024	4 Month 2024	4 Month 2023
<b>Terminal Activity</b>			
Repair Vessels - Tanker	1	2	3
Repair Vessels - Other+	0	2	8
Cargo Vessels * Log Ship	0	2	2
Cargo Vessels - Chips	4	22	10
Other (lay berth)	6	31	29
<b>TOTAL # VESSELS</b>	<b>11</b>	<b>58</b>	<b>52</b>
<b>TOTAL # DOCK DAYS</b>	<b>14.5</b>	<b>86.5</b>	<b>113</b>

\*Includes Passenger vessels

0 - CFPC	0 - CFPC	0 - CFPC
0 - M & R	1 - M & R	0 - M & R
4 - Chips/Biobased	22 - Chips/Biobased	10 - Chips/Biobased
0 - Cruise	0 - Cruise	0 - Cruise
0 - Rayonier	0 - Rayonier	2 - Rayonier

NOTE: Unaudited Information

**REPORT TO THE BOARD OF PORT COMMISSIONERS**  
**LOG HANDLING AND MARINE TERMINAL OPERATIONS**  
**May 2024**

Log Handling	May 2024	5 Month 2024	5 Month 2023
<b>Log Operation:</b>			
Dumped Loads**	0	0	851
Decked Loads	212	1,162	1,331
Green Crow Roll Out - Camp Run	15	105	180
<b>T-7 Container Operations</b>			
# Containers Loaded	77	299	149
<b>T-7/T-5 Log Operations-Discharge (Inbound/DeWater)</b>			
# of Barges	7	43	43
# Barge Loads	334	1,638	1,949
# DeWater Loads	0	1,042	569
<b>TOTAL LOADS</b>	<b>638</b>	<b>4,246</b>	<b>5,029</b>

\*\*LOADS DOWN AS ROUNDBOOM (DUMPED LOADS)

Inbound Barges	Inbound Barges	Inbound Barges
5 - PA Hardwood	23 - PA Hardwood	14 - PA Hardwood
0 - Interfor	0 - Interfor	0 - Interfor
0 - Hermann	0 - Herman	1 - Herman
0 - Alta	4 - Alta	1 - Alta
0 - Zoeffel	1 - Zoeffel	1 - Zoeffel
0 - Alcan	0 - Alcan	
Outbound Barges	Outbound Barges	Outbound Barges
0 - Georgia Pacific	0 - Georgia Pacific	1 - Georgia Pacific
1 - Sierra Pacific	10 - Sierra Pacific	18 - Sierra Pacific
0 - Southport	0 - Southport	1 - Southport
0 - Hampton	0 - Hampton	2 - Hampton
0 - Roseburg	0 - Roseburg	2 - Roseburg
0 - Buse	3 - Buse	1 - Buse
1 - Canyon	2 - Canyon	2 - Canyon

Terminals #1 & #3	May 2024	5 Month 2024	5 Month 2023
<b>Terminal Activity</b>			
Repair Vessels - Tanker	0	2	3
Repair Vessels - Other+	1	3	8
Cargo Vessels * Log Ship	0	1	2
Cargo Vessels - Chips	4	26	12
Other (lay berth)	9	40	42
<b>TOTAL # VESSELS</b>	<b>14</b>	<b>72</b>	<b>67</b>
<b>TOTAL # DOCK DAYS</b>	<b>11.0</b>	<b>97.5</b>	<b>133</b>

\*Includes Passenger vessels

0 - CFPC	0 - CFPC	0 - CFPC
0 - M & R	1 - M & R	0 - M & R
4 - Chips/Biobased	26 - Chips/Biobased	12 - Chips/Biobased
0 - Cruise	0 - Cruise	0 - Cruise
0 - Rayonier	0 - Rayonier	2 - Rayonier

NOTE: Unaudited Information

**REPORT TO THE BOARD OF PORT COMMISSIONERS**  
**LOG HANDLING AND MARINE TERMINAL OPERATIONS**  
**June 2024**

Log Handling	Jun-24	6 Month 2024	6 Month 2023
<b>Log Operation:</b>			
Dumped Loads**	0	0	851
Decked Loads	256	1,418	1,781
Green Crow Roll Out - Camp Run	18	123	233
<b>T-7 Container Operations</b>			
# Containers Loaded	72	371	191
<b>T-7/T-5 Log Operations-Discharge (Inbound/DeWater)</b>			
# of Barges	8	51	55
# Barge Loads	548	2,186	2,483
# DeWater Loads	0	1,042	878
<b>TOTAL LOADS</b>	<b>894</b>	<b>5,140</b>	<b>6,417</b>

\*\*LOADS DOWN AS ROUNDBOOM (DUMPED LOADS)

Inbound Barges	Inbound Barges	Inbound Barges
2 - PA Hardwood	25 - PA Hardwood	18 - PA Hardwood
0 - Interfor	0 - Interfor	0 - Interfor
0 - Hermann	0 - Herman	1 - Herman
0 - Alta	4 - Alta	1 - Alta
0 - Zoeffel	1 - Zoeffel	1 - Zoeffel
0 - Alcan	0 - Alcan	
Outbound Barges	Outbound Barges	Outbound Barges
0 - Georgia Pacific	0 - Georgia Pacific	1 - Georgia Pacific
3 - Sierra Pacific	13 - Sierra Pacific	22 - Sierra Pacific
1 - Southport	1 - Southport	1 - Southport
0 - Hampton	0 - Hampton	3 - Hampton
1 - Roseburg	1 - Roseburg	2 - Roseburg
1 - Buse	4 - Buse	3 - Buse
0 - Canyon	2 - Canyon	3 - Canyon

Terminals #1 & #3	Jun-24	6 Month 2024	6 Month 2023
<b>Terminal Activity</b>			
Repair Vessels - Tanker	0	2	3
Repair Vessels - Other+	0	3	9
Cargo Vessels * Log Ship	0	1	2
Cargo Vessels - Chips	2	28	16
Other (lay berth)	8	48	52
<b>TOTAL # VESSELS</b>	<b>10</b>	<b>82</b>	<b>82</b>
<b>TOTAL # DOCK DAYS</b>	<b>25.0</b>	<b>122.5</b>	<b>149</b>

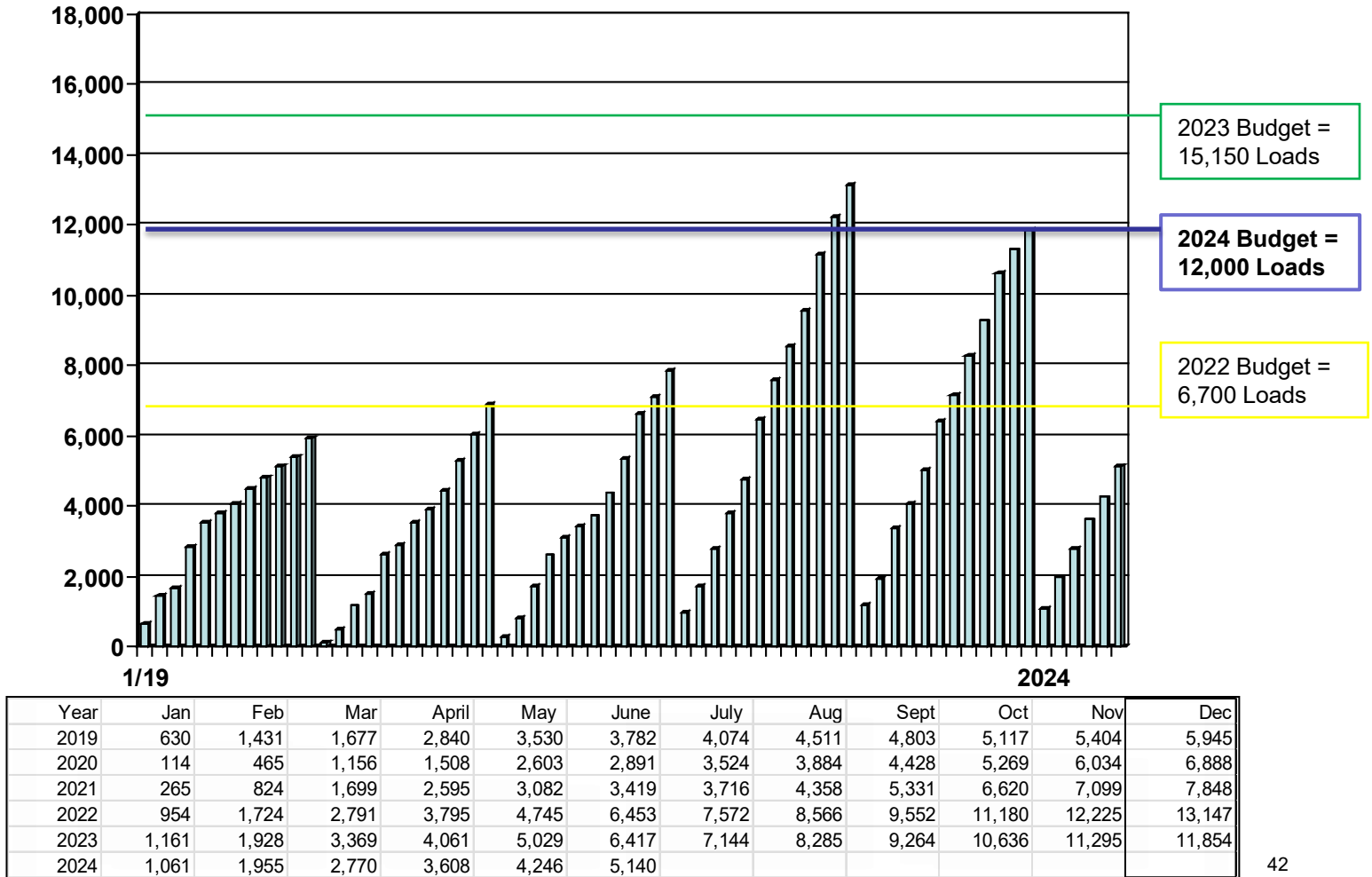
\*Includes Passenger vessels

0 - CFPC	0 - CFPC	0 - CFPC
0 - M & R	1 - M & R	0 - M & R
2 - Chips/Biobased	28 - Chips/Biobased	16 - Chips/Biobased
1 - Cruise	1 - Cruise	0 - Cruise
0 - Rayonier	0 - Rayonier	2 - Rayonier

NOTE: Unaudited Information

# Port of Port Angeles LY Loads - Cumulative

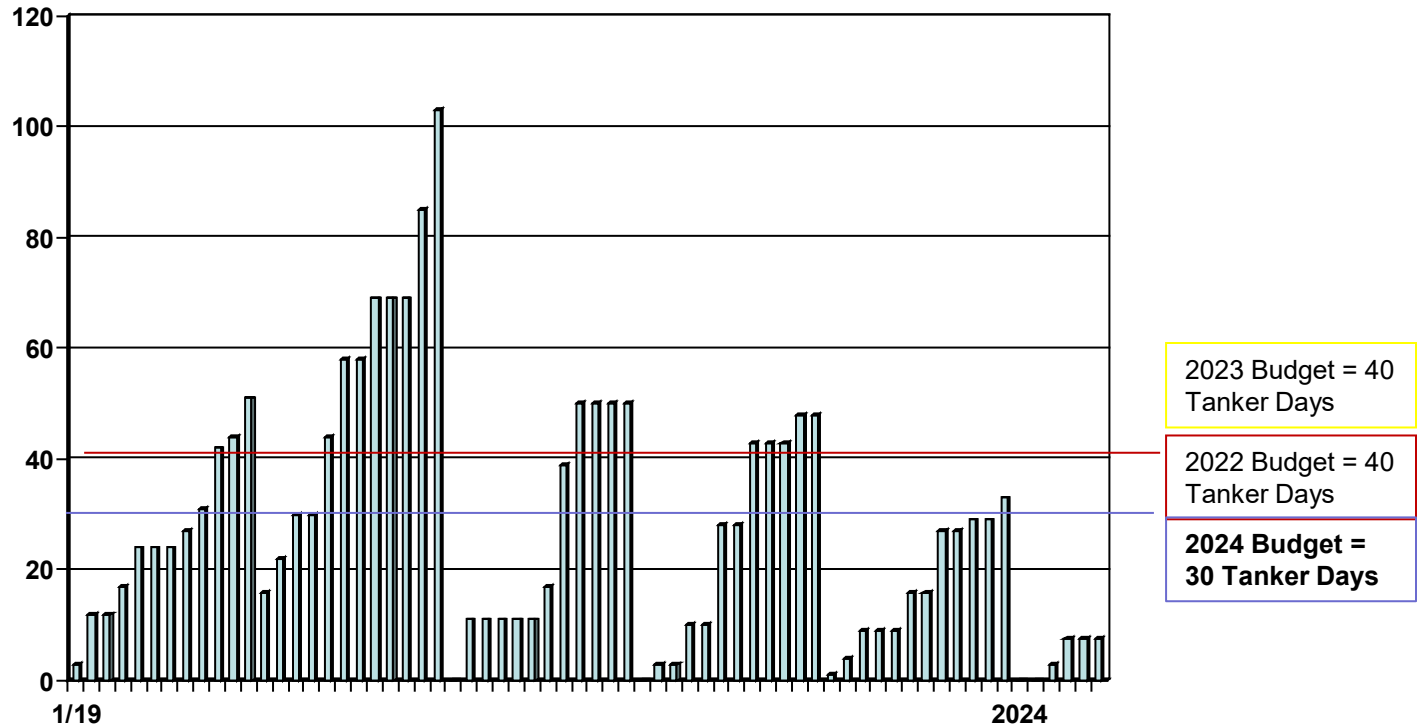
January 2019 – January 2024



# Port of Port Angeles

## MT Tanker Days - Cumulative

January 2019 – March 2024



Year	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2019	3	12	12	17	24	24	24	27	31	42	44	51
2020	16	22	30	30	44	58	58	69	69	69	85	103
2021	0	11	11	11	11	11	17	39	50	50	50	50
2022	0	3	3	10	10	28	28	43	43	43	48	48
2023	1	4	9	9	9	16	16	27	27	29	29	33
2024	0	0	3	7.5	7.5	8.0						

**ITEM FOR DISCUSSION  
BY THE  
BOARD OF PORT COMMISSIONERS**

**July 23, 2024**

**SUBJECT: Recreation & Public Access Plan**

**STAFF LEAD: Katharine Frazier – Grants & Contracts Manager**

**BACKGROUND:**

At the July 9 meeting, staff introduced Commissioners to the Port's updated Recreation and Public Access Plan, and the Commission introduced Res 24-1298: Adoption of the 2024 Port Recreation and Public Access Plan.

The Port is required to renew a comprehensive recreation and public access plan to be eligible for funding through many grant programs offered by the Washington State Recreation & Conservation Office (RCO). Grants that require this plan include the Boating Facilities Program and the Washington Wildlife and Recreation Program.

The Recreation and Public Access Plan details an organization's plans to build and maintain facilities that provide recreation opportunities and access to natural spaces, including the waterfront. It includes an inventory of existing facilities, data on statewide recreational trends, and details on the Port's budgeted facility improvement projects.

The Port's most recent Recreation and Public Access Plan was adopted by the Commission on February 27, 2018. The 2018 Plan has expired, and the Port must adopt a new Plan for the next six years by September 1, 2024.

**ANALYSIS:**

Port staff have prepared an updated 2024 Recreation and Public Access Plan based on the 2018 plan. Updates are focused on:

- Reflecting recreation-related projects from the 2024 Capital Budget, including those projected through 2028
- Integrating new data on recreation and water access trends that can inform future planning efforts and decisions
- Summarizing public input and feedback collected from partner agencies, including Clallam County and the Jamestown S'Klallam Tribe

Adoption of the 2024 plan would repeal the prior 2018 Recreation and Public Access Plan adopted under Resolution No. 18-1168.

**FISCAL IMPACT:**

Submitting an updated Recreation & Public Access Plan to RCO will have no fiscal impact, but it will make the Port eligible for future rounds of funding under programs like the Boating Facilities Program.

**RECOMMENDED ACTION:**

Staff recommends that the Commission approve and adopt Resolution No 24-1298.

**NEXT STEPS:**

If Resolution No 24-1298 is adopted, Port staff will finalize the Plan by attaching the Resolution as an appendix. Then, staff will send the new Plan to the Director of RCO for agency review and approval.



**24-1298**

A RESOLUTION of the Port Commission of the Port of Port Angeles adopting the 2024 Port Recreation and Public Access Plan.

WHEREAS, the Port of Port Angeles adopted Resolution No. 18-1168 on February 27, 2018, establishing and adopting the existing 2018 – 2024 Park and Recreation Plan; and

WHEREAS, a Recreation and Public Access Plan is required to maintain eligibility for certain Recreation and Conservation Office (RCO) grant programs; and

WHEREAS, the updated 2024 Plan was drafted in accordance with the guidelines of the State of Washington Recreation and Conservation Office planning policies; and

WHEREAS, on May 30, 2024, pursuant to RCW 53.08.270, the draft plan was provided to local park and recreation agencies with jurisdiction for their review; and

WHEREAS, on May 31, 2024, the draft plan was provided to members of the public, including marina tenants, to solicit feedback on recreation facility investments and maintenance; and

WHEREAS, the draft 2024 Plan was presented to the Port Commission at the July 9, 2024, Port Board of Commissioners Meeting; and

WHEREAS, Port staff shall submit the 2024 Recreation and Public Access Plan to the Recreation and Conservation Office (RCO), thus meeting the eligibility requirements for the next six years.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Port Angeles that:

The Port of Port Angeles 2024 Recreation and Public Access Plan is hereby adopted. Any new park, recreation, and public access projects on Port property therein shall be incorporated into the Port's Comprehensive Scheme of Harbor Improvement Plan as appropriate. The prior Port 2018-2024 Recreation and Public Access Plan adopted under Resolution No. 18-1168 is hereby repealed.

ADOPTED by the Port Commission in a regular meeting thereof held this \_\_\_\_\_ day of \_\_\_\_\_, 2024

PORT OF PORT ANGELES  
PORT COMMISSION

\_\_\_\_\_  
Connie Beauvais, President

\_\_\_\_\_  
Colleen McAleer, Vice President

\_\_\_\_\_  
Steven Burke, Secretary

**ITEM FOR CONSIDERATION  
FOR THE  
BOARD OF PORT COMMISSIONERS**

**July 23, 2024**

**SUBJECT: FIA TERMINAL ROOF REPLACEMENT PROJECT**

**Presented by: Wilson Easton, Facilities Maintenance and Public Works Manager**

**RCW & POLICY REQUIREMENTS:**

The Executive Director is authorized to approve individual capital projects that are to be carried out by Port crews, or day labor when deemed appropriate, when the total estimated cost for labor and materials does not exceed \$50,000. Prior commission approval is required for any such projects when the total estimated cost for labor and materials exceeds \$50,000.

For projects that exceed \$40,000, the Port shall determine if contracting out construction would be less expensive than Port labor per RCW 53.08.135.

The Executive Director is authorized to approve acquisition of materials of \$50,000 or less.

**BACKGROUND:**

The FIA terminal roof has reached the end of its useful life. Facilities Maintenance (FM) crew will be replacing the roofing, and the condensation blanket.

**ANALYSIS:**

The roofing material FM will use will be twenty-four (24) gauge mechanically fastened metal roofing formed onsite by McCreary & Son, LLC.

Completing this work with Port crews is expected to save money by eliminating the need to develop detailed drawings and specifications to advertise for a competitive public works bid. Additionally, Port employees will gain valuable experience through this project and will be able to complete future metal roof projects more efficiently.

**ENVIRONMENTAL IMPACT:**

N/A

**FISCAL IMPACT:**

The 2024 Capital Budget allocated a budget of \$100,000 for this project. The project is expected to be completed slightly below the budget amount. See breakdown of costs below.

- \$57,000 for metal roofing material.
  - \$5,000 for equipment rental
  - \$35,000 for labor
- \$97,000

**RECOMMENDED ACTION:**

- Approve the use of Port labor to complete the FIA Terminal Roof Replacement project.
- Determine that completing this project utilizing Port labor is more cost effective than the contracting out.
- Authorize the Executive Director to purchase roofing materials from McCreary & Son, LLC not to exceed \$57,000.00 including Washington State Sales Tax, and sign any contract necessary to effect the repairs to the FIA Terminal Roof Replacement, and make minor amendments as may be necessary.

**ITEM FOR CONSIDERATION  
BY THE  
BOARD OF PORT COMMISSIONERS**

**July 23, 2024**

**SUBJECT: Professional Services Amendment – Century West  
Engineering Phase 2 Taxiway Design Services**

**STAFF LEAD: John Nutter, Director of Finance & Administration**

**RCW & POLICY REQUIREMENTS:**

The Port's Delegation of Administrative Authority, Resolution 24-1290, Section VI.A requires professional service contracts of more than \$50,000 to be awarded by the Commission.

Century West Engineering was selected for the Phase 2 Taxiway Design Services project through the Port's qualification based selection process as required by RCW 39.80, which establishes procurement standards for professional services.

**BACKGROUND:**

In 2021, the Port received funding from the Airport Improvement Program (AIP) to complete Phase 2 design activities for its Taxiway A reconstruction/rehabilitation project. This activity is covered under AIP-039.

The original agreement with Century West Engineering executed on 9/15/2021 was for \$239,655.40. Through that funding, Century West delivered 90% designs. The designs were based on a construction budget of \$5 million.

However, since 90% designs were completed, the Port has learned that its programmed AIP funding to construct the project will be \$4 million instead of \$5 million. Now, the existing project plans and designs must be re-scoped to stay within the Port's AIP grant amount.

Century West has submitted an amendment to the original contract that reflects re-scoping needs. Amended activities include:

- Rehabilitating (rather than reconstructing) Taxiways F, G, and H
- Rehabilitating (rather than removing) Taxiways D and E
- Relocating (rather than replacing) taxiway signage
- Updating grading, surface drainage/subdrainage, airfield signage, and construction phasing designs
- Updating taxiway edge lighting and pavement marking layouts

The amended scope of work, if approved, will deliver 100% level plan documents, 100% level bidding documents, 100% level quantity/construction cost estimate, a final Modification of FAA Construction Standards (MOS), a final construction safety and phasing plan, and a final design report.

The AIP grant funding Phase 2 design (AIP-039) is currently being modified by FAA to reflect this additional work. Commission authorization is required for the Executive Director to approve both the Century West contract amendment and the amended AIP grant agreement.

No work associated with the contract amendment will occur until the Port receives the amended grant agreement from FAA.

### **ANALYSIS:**

Century West Engineering's amended project scope and fee schedule are included as attachments. The following is a summary of the scope:

1. Project Management and Administration: **\$32,410.22**  
Includes additional effort needed to administer the project, coordinate with FAA, and support the Port's administrative activities during the extended project period.
2. Electrical, Lighting, Signage, and NavAids: **\$1,667.20**  
Includes quality assurance/checks of updated design documents and layouts.
3. Taxiway 90% Design: **\$86,405.90**  
Includes one site visit and additional efforts to update 90% designs to match the new project scope.
4. Taxiway 100% Design: **\$1,757.52**  
Includes coordination with FAA on the draft MOS and submission of final MOS.
5. Reimbursable Direct Costs: **\$1,156.40**  
Includes travel and plotting/printing costs.

### **FISCAL IMPACT:**

The AIP-039 amendment will fall under the 2025 round of AIP funding, which covers 95% of costs. FAA and the Port will contribute the following funds:

- FAA @ 95% = \$117,227.37
- Port Share @ 5% = \$6,169.87
- Total = \$123,397.23

WSDOT typically covers 5% of AIP projects, but the agency has not indicated if they will provide that funding during 2025-2026 when FAA's share is 95% instead of 90%. It is possible that WSDOT will cover the non-federal \$6,169.87.

**ENVIRONMENTAL IMPACT:**

No environmental impact is anticipated. NEPA has already been completed as part of the prior 90% design activities, and no revisions are expected as part of the revised project scope.

**RECOMMENDED ACTION:**

1. Staff recommends the Commission introduce and pass a motion authorizing the Executive Director to sign a contract amendment with Century West Engineering for the Phase 2 Final Design at a total cost of \$123,397.24, and to make minor amendments as may be required.
2. Staff recommends the Commission introduce and pass a motion authorizing the Executive Director to sign the amended FAA AIP-039 grant for final design of the Taxiway Reconstruction/Rehabilitation project.

**ITEM FOR DISCUSSION  
BY THE  
BOARD OF PORT COMMISSIONERS**

**July 23, 2024**

**SUBJECT: Use of MRSC Rosters (Small Works and Consultant)**

**STAFF LEAD: Katharine Frazier – Grants & Contracts Manager**

**BACKGROUND:**

RCW 39.04.151-152 authorizes the Municipal Research Services Center (MRSC) to provide an official statewide Small Works Roster as of July 1, 2024. The new Small Works Roster can be used for public works projects costing under \$350,000.

In addition to establishing the statewide Small Works Roster, RCW 39.04.151-152 sets rules governing a new direct contracting option for small works projects costing under \$150,000. Rules impacting the Port are:

- When direct contracting, the Port is required to contract with a small business if there are six or more applicable small businesses on the Small Works Roster.
- The Port must rotate through responsible contractors when direct contracting and cannot use the same contractor multiple times in a row if other verified businesses in that line of work exist.
- The Port must add a Business Utilization Plan to its Purchasing Procedures. This plan is meant to detail goals for increasing utilization of small, minority, women, and veteran-owned businesses.

Port staff are close to finishing an update to the Purchasing Policy that reflects these new requirements.

MRSC also provides a Consultant Roster for professional and personal services that is compliant with RCW 39.80, which establishes agency requirements for procuring services including design and engineering work.

Agencies are required to pass a resolution authorizing the use of MRSC's new Small Works Roster and the existing Consultant Roster. Resolution 24-1299 (proposed) authorizes the Port to use MRSC's Small Works and Consultant Rosters.

**ANALYSIS:**

Port staff have analyzed the above changes and have found the following benefits to authorizing the use of MRSC's rosters:

- **Lower administrative burden on Port staff.** As the roster owner, MRSC is responsible for conducting roster maintenance activities including verifying contractors' licensing and registration and completing the mandatory annual notification to contractors.
- **Access to responsible contractors in a wide variety of fields.** MRSC's rosters include verified contractors and professional service providers in many different areas of expertise and allows Port staff to quickly filter by field, geographic location, and project type.
- **Detailed information about contractors.** MRSC's rosters compile details like whether a contractor has completed or is exempt from L&I training requirements and whether they have any designations (such as Certified Small Business, Disadvantaged Business Enterprise, Minority Business Enterprise, etc.) in one location.

### **FISCAL IMPACT:**

The Port must pay an annual fee to access MRSC's rosters. The fee amount is based on our total capital expenditures:

- \$135/year if capital expenditures are < \$5 million
- \$275/year if capital expenditures are > \$5 million

### **RECOMMENDED ACTION:**

Introduce Resolution No 24-1299. If unanimous, adopt Resolution No. 24-1299 authorizing Port usage of MRSC rosters (Small Works and Consultant).

### **NEXT STEPS:**

Port staff will finalize the updates to our Purchasing Procedures and integrate direct contracting into our procurement practices.



A RESOLUTION OF THE PORT OF PORT ANGELES, WASHINGTON, ON THE SUBJECTS OF ESTABLISHING A SMALL PUBLIC WORKS ROSTER AND THE AUTHORITY TO USE THE ROSTER PROCESS TO AWARD SMALL PUBLIC WORKS CONTRACTS, AND A CONSULTANT SERVICES ROSTER FOR GENERAL CONSULTING AND OTHER PROFESSIONAL SERVICES.

WHEREAS, RCW 39.04.151-154 and other laws regarding contracting for public works by authorized local governments, allow certain contracts to be awarded by a small works roster process; and

WHEREAS, to be able to implement a small works roster and process, the Port is required to adopt a resolution; and

WHEREAS, the Port is updating its Purchasing Procedures to reflect new requirements relating to Direct Contracting outlined in RCW 39.04.151-152; and

WHEREAS, chapter 39.80 RCW and other laws regarding contracting for consulting services by municipalities allow certain contracts to be awarded by a consultant roster process.

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

**Section 1. MRSC Rosters.** The Port hereby elects to use the statewide small works roster established under [RCW 39.04.151\(2\)](#) and administered by the Municipal Research Services Center of Washington (MRSC).

**Section 2. Small Works Roster.** The Port adopts the following to use in the management and awards of small public works projects as allowed under RCW 39.04.152. The Port will maintain separate procedures and contracting templates for small works roster contracts.

- A. Small Works, as defined by RCW 39.04.152, are public works projects estimated to cost \$350,000 or less, excluding sales tax, for the construction, renovation, remodeling, repair, or improvement of real property.
- B. A Small Works Roster is a pre-established list of properly licensed contractors, registered to do business with the Port under selected project types and work categories.
- C. The Small Works Roster process is an alternative to publicly advertising public work projects.
- D. Every small works contract is subject to the same public works bidding, award, and compliance requirements of chapter 39.04 RCW unless specifically included in RCW 39.04.151-154, this resolution, or the incorporated policies or procedures.
- E. Small Work Roster contract procurements will be bid electronically through the Port's procurement processes except as may be used in small works roster direct contracting process. (RCW 39.04.152(4))

- F. Only those contractors registered with MRSC Rosters will be invited to bid on small works roster projects.
- G. **Invitations for bid** or direct contracting negotiations shall include an estimate of the scope and nature of the work to be performed as well as materials and equipment to be furnished. However, detailed plans and specifications need not be included in the invitation.
- H. Small Works contracts will be awarded to a responsible contractor (RCW 39.04.350) submitting the lowest responsive bid, unless using direct contracting where a contract will be awarded to a responsible contractor submitting a competitive bid or negotiated bid.
- I. Small Works bidding and award information will be entered by the Port into the statewide small works roster platform immediately upon conclusion of each small works roster award.
- J. Small Works bidding and award data will be part of the Port's procurement files and records and all documents will be available for review with the Port's Clerk to the Board of Commissioners.
- K. **Annual Notification and Invitation.** At least once a year, MRSC shall, on behalf of the Port, publish in a newspaper of general circulation within the municipality's jurisdiction a notice of the existence of the small works roster and invite contractors to register on the statewide small works roster. Additionally, as required by RCW 39.04.151(1)(c), MRSC will notify the Office of Minority and Women's Business Enterprise (OMWBE) directory of certified firms and invite small businesses to apply to the roster.
- L. MRSC shall add responsible contractors to the small works roster at any time that a contractor completes the online application provided by MRSC and meets minimum State requirements for roster listing.
- M. **Direct Contracting.**

The Port intends to use the direct contracting option (RCW 39.04.152(4)) whenever practicable for Small Works projects estimated to cost \$150,000 or less, excluding sales tax.

**Section 3. Consultant Services Roster.** The Port adopts the use of the MRSC Rosters Consultant Roster (vendor list) to be used for the procurement and award of consultant services costing \$50,000 to \$200,000.

- A. **Consultant Services.** Consultant services can be "personal services" such as technical expertise, studies, project management, planning, or similar, or "architecture and engineering services" or "professional services" services as defined by chapter 39.80 RCW. For all services, the Port reserves the right to procure using methods other than formal sealed bidding (low bid) as afforded under RCW 39.04.190.
- B. **Soliciting to join the Consultant Roster.** MRSC Rosters, as provided as part of their membership service, will publish twice a year, in a newspaper of general circulation within the Port's county, a notice of the existence of the Consultant Roster and solicit consultants to join on our behalf. (RCW 39.04.190(2))
- C. **Procuring Consultants.** The Port has established personal and professional services procurement procedures in its Purchasing Procedures Policy. The Port will continue to use these procedures and ensure they are compliant with any future updates to RCW 39.80.

ADOPTED by the Board of Commissioners of the Port of Port Angeles at a regular meeting thereof held this 23<sup>rd</sup> day of July 2024.

PORT OF PORT ANGELES  
PORT COMMISSION

\_\_\_\_\_  
Connie Beauvais, President

\_\_\_\_\_  
Colleen McAleer, Vice President

\_\_\_\_\_  
Steven Burke, Secretary

## **Future Agenda Items –Commission Meeting**

7/23/2024

### **August 13, 2024 (Regular Commission Meeting)**

- Monthly DofA Report

### **August 27, 2024 (Regular Commission Meeting)**

- July Financial Report
- Community Partner Program Discussion
- Monthly Cash & Investment Report
- Strategic Plan Review

### **September 10, 2024 (Regular Commission Meeting)**

- Monthly DofA Report
- Introduce Capital Budget Development Process

### **September 24, 2024 (Regular Commission Meeting)**

- August Financial Report
- Monthly Cash & Investment Report
- Strategic Plan Review

### **Upcoming Events/Announcements**

- Nov. 12-14 – International Workboat Show (New Orleans, LA)
- Nov. 20-22 - Pacific Marine Expo (Seattle, WA)

### **Future**

- Boatyard and Marina Rules & Regulations
- Port Emergency Response Plans and Activities
- Employee Handbook Update and Resolutions