

EVERETT PORT COMMISSION
REGULAR MEETING
AUGUST 13, 2019

PRESENT:	Glen Bachman	President
	Bruce Fingarson	Vice President
	Tom Stiger	Secretary
	Les Reardanz	Executive Director
	Eric Russell	Chief Finance Officer
	Jordan Stephens	Port Attorney

Port Attorney Brad Cattle was on excused leave.

CALL TO ORDER: Commission President Glen Bachman called the meeting to order at 4:04 pm.

CONSENT AGENDA

- Regular Meeting Minutes of July 9, 2019; and Special Meeting Minutes of July 18, 2019;
- Approval of Bills for July 2019;

Commissioner Tom Stiger moved to approve the items of the Consent Agenda. Commissioner Bruce Fingarson seconded the motion. A vote was called for:

Vote:	3-0
Yes:	Stiger, Fingarson, Bachman
No:	None
Abstained:	None

Motion carried.

1. CEO/EXECUTIVE DIRECTOR'S REPORT

Executive Director's Contract

Executive Director Les Reardanz congratulated Lisa Lefeber on being selected by the Port Commission as the next Executive Director for the Port of Everett.

Commission President Glen Bachman congratulated Lisa and thanked her for accepting the Port's hiring offer for the position of Executive Director.

Commissioner Bruce Fingarson moved that the Commission approve the employment contract between the Port of Everett and Lisa Lefeber for the position of Executive Director. Commissioner Stiger clarified that Lisa would take over as Executive Director on October 16, 2019 and her annual salary would be \$193,665.00; the remaining terms of the contract were basically the same as those of the current Executive Director Les Reardanz. Commissioner Tom Stiger seconded the motion. A vote was called for:

Vote:	3-0
Yes:	Fingarson, Stiger, Bachman
No:	None
Abstained:	None

Motion carried.

Ocean Research College Academy (ORCA)

Ardi Kveven, Executive Director of Everett Community College's (ECC's) ORCA program, provided a brief overview of student activities on their study of the health of the Snohomish River Estuary in Possession Sound. The ORCA students have studied temperature, salinity, pH, Dissolved Oxygen, Chlorophyll Concentration, Plankton, marine birds and marine mammals in the Snohomish River Estuary to determine the levels of heavy metals and the stability of the Possession Sound food web. The ORCA program has received long-term support from the Port of Everett for the heavy metal analysis. In the program, the students use math to analyze and represent data and their critical skills to present their findings.

Ardi added that 66% of the ORCA students go on to pursue STEM (Science, Technology, Engineering and Math) majors as the students advance to the university level programs. Ardi also introduced Pat Sisneros, Vice President of Everett Community College (ECC), and Dr. Daria Willis, the new President of ECC to the Port Commission.

September Commission Meetings

Executive Director Les Reardanz reported that the Port’s current meeting schedule calls for meetings to be held on September 3 and September 10. Due to the Labor Day Holiday on September 2, Staff is recommending that the meetings be held on September 10 and September 17, 2019.

Commissioner Bruce Fingarson moved that the Port Commission hold meetings on September 10 and September 17, and cancel the meeting currently scheduled for September 3, 2019. Commissioner Tom Stiger seconded the motion. A vote was called for:

Vote:	3-0
Yes:	Fingarson, Stiger, Bachman
No:	None
Abstained:	None

Motion carried.

2. **CHIEF FINANCE OFFICER’S REPORT**

Equipment Lease – Bank of America – Resolution No. 1129 (2019)

Chief Finance Officer Eric Russell reported that the Port entered into a Master Equipment Lease/Purchase Agreement with Bank of America in 2014 for \$11.4 Million to provide an umbrella agreement to allow flexible financing of equipment purchases, and then amended the Agreement in July 2019 to increase the amount to \$20 Million. Even though the Agreement establishes the framework for borrowing, each individual transaction continues to come before the Commission for approval. To date, the Port has used the Agreement for 5 transactions totaling \$7.7 Million.

Russell stated that Schedule No. 6, for \$10 Million, will provide reimbursement for funds expended (approximately \$5.3 Million) for the recently purchased container cranes, as well as future costs to prepare the cranes for use. The \$4.7 Million remaining after reimbursement will be placed into an escrow account by the bank and will be drawn monthly as invoices are paid. Debt service payments will be made twice a year. The interest rate will be set based on a spread over an index when the documents are signed.

Upon discussion, Commissioner Tom Stiger moved that the Commission adopt Resolution No. 1129 (2019) for Schedule No. 6 of the Master Equipment Lease / Purchase agreement in the amount of \$10 Million. Commissioner Bruce Fingarson seconded the motion. A vote was called for:

Vote:	3-0
Yes:	Stiger, Fingarson, Bachman
No:	None
Abstained:	None

Motion carried.

Budget Presentation & Schedule

Eric Russell reported that revenue year to date as of June 30, 2019 was greater than budget by \$1 Million and better than 2018 by \$2.1 Million. Operating expenses totaled \$12.4 Million which was 5.5% higher than the same period in 2018. Income before depreciation was better than budget and better than the same period in 2018. The margin in the first half of 2018 was 12.4%, and for the first half of 2019 it was 20.2%. In comparison with other ports for the end of 2018, they averaged a margin of about 23.4%, so at 20.2%, the Port of Everett is beginning to be closer to what

the margin is for comparable ports. On Non-Operating Income/Expense side, 2019 was similar to 2018 with the exception of the sales of property category. In 2018, the Port sold property in the amount of \$9,363,163, and in 2019 real estate sales were minimal.

For capital, the forecast is to have an ending cash balance of about \$19.20 Million. As of June 30, 2019 in terms of net position, the Port is spending money for projects as anticipated and is on track as predicted.

Eric provided a copy of the 2020 budget schedule to the Commission, a copy of which is attached hereto.

3. **INITIATIVE ONE: SEAPORT MODERNIZATION**

Crane Update and Budget Transfer Request

Chief Operating Officer Carl Wollebek reported that in April 2018, the Port issued a Request for Information (RFI) to assess the availability of used 100-foot gauge container cranes which generated several leads from the Port of Seattle, Georgia Port Authority, Port of Oakland, Port of Los Angeles and the Port of Honolulu. As a result of the Port of Everett's investigation, the search was narrowed down to the Port of Seattle and the Port of Los Angeles due to the sizes and condition of the available cranes.

Wollebek stated that in July 2018, the Port of Seattle notified Staff that their cranes were no longer available. Staff then determined the cranes at the Port of Los Angeles Everport were the only viable option. On July 25, 2018, the Commission authorized a Request for Proposals for the transportation of the cranes located at the Port of Los Angeles (LA), CA.

After Commission authorization, the cranes from LA arrived in Everett in June 2019 and have been placed in storage at the South Terminal. Port Staff are finalizing the costs of the loading, seabracing, transporting and unloading of the cranes. Issues related to the project included extra engineering and seabracing required due to length of voyage out in open sea and union jurisdictional issues in Everett. All of these issues caused significant unforeseen and unknown increases in cost in excess of the budgeted amount which was originally developed assuming the purchase of the Port of Seattle cranes.

To date, the Port has spent \$5.3 Million and an additional \$2.7 Million is expected to be spent this year to close out the existing contracts and begin preparation to move the cranes into service. Additionally, Staff are determining what upgrades will be needed before the cranes are moved to the South Terminal wharf, and will include an estimate for those costs in the 2020 CIP budget. Carl Wollebek asked the Commission to approve a Budget Transfer from the CIP Contingency Fund to the Container Crane project in the amount of \$3 Million.

After discussion, Commissioner Bruce Fingarson moved that the Commission approve a budget transfer from the CIP Contingency Fund to the Container Crane Project in the amount of \$3,000,000. Commissioner Tom Stiger seconded the motion. A vote was called for:

Vote:	3-0
Yes:	Fingarson, Stiger, Bachman
No:	None
Abstained:	None

Motion carried.

4. **INITIATIVE TWO: WATERFRONT PLACE CENTRAL**

Chief of Business Development Terrie Battuello reported that Hotel Indigo plans to open on August 28, 2019, and they are working hard to get things complete for the opening. Port Gardner substation is well under way and they appear to be on schedule to energize in 2020. The esplanade on Fisherman's Harbor is now open, even though the road is still closed. A person can walk the trail all the way around

now and Port Staff are working on new signage to connect the site all the way to the south. Southwest Mill Wright Loop is now open to the public. The Fountain and Seiner will be opening with the hotel opening on August 28.

Terrie Battuello reported that the Farmer's Market relocated to downtown Everett on August 1, 2019, and it is the Port's understanding that the Market is having a successful season at its new location. The Market does still have a lease with the Port – a Temporary Use Agreement for Holiday on the Bay and for pop-up markets that they had planned on starting this year. Given the relocation, the Market may be too busy this season to start the pop-up markets, but they should be available for Holiday on the Bay and for pop-up markets on a much smaller scale in the future.

The Port is also implementing parking management for the concerts at Lombardi's, and Lombardi's has shared with the Port and the City that the process this year is running so much more smoothly because there is management of parking for customers of Lombardi's. The next events associated with parking management by Diamond will be Wheels on the Waterfront and Fresh Paint. Staff has been working hard on the events and with Diamond Parking to get the events organized and planned.

The Parking oversight committee continues to meet weekly to go over every single complaint received and to hold discussions about cars, lots, signs, tickets and maintenance issues. Diamond will be providing the Port with a weekly report. Anybody calling about a parking fine or ticket is referred to Diamond, but all comments are reviewed at the weekly meetings to see if any of the rules need to be changed or if there is anything that is unfair about the system that needs to be addressed. Staff is working on finalizing the RFP for parking based on the Port's experience over the last year, and the Port is looking at commercial parking, long-term parking, Hat Island Parking and Marina long-term parking as issues to be further discussed in the new year.

5. DEPARTMENT REPORTS

Marine Terminals – 2nd Quarter Report

Marine Terminal Director Walter Seidl reported year-to-date, the Terminals had 72 port calls which is an increase from 17 the year before. Of those 72, 49 were vessels and 23 were barges. Year-to-date there have been no log vessels. Three Canadian cargo vessels were diverted to Everett in the 1st quarter due to congestion in Vancouver which consisted of beams, some caterpillar large equipment and some pipe. The Port continues to receive really strong reports from Canadian customers for over-height and over-width cargo that is booked straight through Everett from origin. The Port also had two export vessels in the 1st quarter that lifted heavy compressors from Alberta to Australia. The Port had two vessels in the 1st half for the Washington State Convention Center which is imported steel from China for the building of that project. The Port has had eight Lehigh barges through the end of June 2019.

On the tonnage side year-to-date, the Port is trailing a bit from this time last year with 105,664 short tons through the 2nd quarter as opposed to 114,230 short tons last year for the same period due to no log export tonnage year-to-date in 2019. In the other categories, the Port is trending ahead and in particularly imports which are almost doubled, cement which is trending ahead of a year ago. The outbound is slightly behind due to a Swire call that ceased in the beginning of 2018 and hasn't come back as yet.

On container volumes, the Port is slightly ahead of a year ago, 1,972 versus 1,776. Imports are ahead of a year ago, and export containers are slightly behind. 777 productions are as budgeted. For the 777X, we had an announcement recently of a 60-day slide due to some manufacturing issues which will affect two sets of parts in 2019. The Westwood container volumes have increased by 15% with car parts that are going to Vancouver that go on trains and then head to Eastern Canada for automobile manufacturing. The Port continues to do soy transload which is soy meal from South Dakota which is railed into Everett, and then transloaded into 20-

foot containers to New Guinea and Fiji. The Port had one G2 Ocean in-bound vessel with brand new Alaska Marine containers.

Highlights include two ships for an energy project in Northern Alberta; also had a 104-foot yacht that came from Taiwan for a customer in Seattle. Some heavy machinery was diverted from Canada to Everett and was loaded for Australia.

The outlook for the rest of the year includes steel for the Washington State Convention Center. The Port expects no log exports for the remainder of the year. More Canadian cargo is coming which has been booked through Everett from origin. A vessel is expected in two weeks with in-bound energy products and the same vessel will carry some compressors to New Zealand and some associated products. The Port will have another vessel coming from Italy during the middle of September with about 400 pieces for a project in Alberta.

The Port expects a lot of steel to come through the second half of the year for the Convention Center, and more cargo supporting energy projects in Saskatchewan, Alberta and British Columbia.

Properties

A-Plus Hearing Aids Lease

Adams Hearing, Inc. dba A-Plus Hearing Aid is interested in leasing space in Suite 112 at the Marina Village office building which is the newly renovated suite formerly serving as the Moon Tree Restaurant. The lease term is five years with one five-year option to renew. The space is for 1,167 square feet with no tenant improvements or allowances required by the contract. The rent is \$22.00 per square foot plus a 2.66% pro rata share of common area maintenance charges and Washington State Leasehold Excise Tax (12.84% of the lease value). As incentive for this new lease, the Port Administration recommends a 4.5-month delay in rent assessment. This includes a period of time when A-Plus will be undergoing a 4-week remodel plus an additional 3.5 months abatement of rent. A security deposit of \$6,418.50 is recommended as a cash deposit of three month's rent. Under RCW 53.08.085, the Port Commission has the right to authorize a security deposit lower than the State's one-year standard, assuming that the level of rent security is consistent with like-kind property. The Port performed its regular due diligence including criminal background and credit verification and verification of City and State licenses and recommends that this lease be authorized.

Upon discussion, Commissioner Tom Stiger moved that the Commission authorize the CEO to sign the Adams Hearing, Inc. dba A-Plus Hearing Aid retail lease for Marina Village Suite 112, in a form substantially as presented. Commissioner Bruce Fingarson seconded the motion. A vote was called for:

Vote:	3-0
Yes:	Stiger, Fingarson, Bachman
No:	None
Abstained:	None

Motion carried.

2nd Quarter Report

Chief of Business Development Terrie Battuello reported that as of July 31, there are 23 property deals in negotiation. Key lease renewals in 2019 include ORCA, Evergreen Money Tree and Everett Yacht Service. Properties has also negotiated temporary use agreements with the U.S. Coast Guard and is working with the Everett Power Squadron. Battuello said Properties was also working with a new concessionaire for 2020. The key renewals for 2020 include Blue Water Distillery, Northwest Retina and PACE in Marina Village. Office space in the leases are running between \$20 and \$25 per square foot which are triple net rents.

New tenants include A-Plus Hearing. Properties are running at 100% occupancy with no vacancies. Staff is also working with the Everett Yacht Club to resolve their future plans and to get their current lease extended.

Battuello stated that the Properties Department is focused on lot sales at Riverside Business Park and is in active negotiations for Lots 7 & 9. Staff is also working to find a pathway forward on the K-C parking lots which the Port acquired a year ago. The Port is paying for maintenance costs to keep the property clean with no off-setting revenue.

Staff is continuing negotiations with Fisherman's Harbor restaurants. The Port is working to get the American Classic Homes (ACH) final payment of \$4 Million on their property. They are short one permit which allows them to move dirt, and they may be looking at a 30-day delay to their project. Staff is meeting with ACH tomorrow to discuss the claw back agreement which expires August 31.

Staff has been working with the County and the City to develop a long-term plan for Jetty Landing facilities, and also has been working on a Baywood deal that could employ 300 employees in light manufacturing but would require the Port to do a number of entitlements.

Port Staff have been working hard to transfer the infrastructure at Riverside for storm, sewer, roads and trails, and Staff is hopeful that it can be transferred by January 1, 2020.

In Property Management, Staff has been creating building workplans for each facility to understand what the capital investments might be for the next three to five years. Staff is also working on key system issues and has worked with procurement to update the HVAC control and HVAC mechanical and janitorial contracts, and the landscape contract.

Staff has also been working on a plan to relocate the Milltown Sailing Association to the Weyerhaeuser Building. A building refresh on the main floor is planned to allow the Port to move Milltown as early as 2021 if the Port is able to go forward with the second phase of Waterfront Place.

Ameron's lease is up in June 2020, and the Port has recently hired an engineer to help Staff to evaluate the building to come up with a repurposing plan that would be more in the maritime arena.

Staff has been meeting with phase two housing developers and several restaurants. The Port needs to work on an RFP for the housing development and there is a request for the City to help the Port pay the utility costs. If these items are successful, then the Port may be able to self-fund the second phase, but Staff needs to go through the budget process.

The West Marine View Drive closure for the Grand Avenue Bridge project has been delayed to September. If the bridge is not in place by the end of September, there is a three-month moratorium and then the work could not be done until Spring. While this project has impacted the Port, it has had a tremendous impact on Lombardi's and their ability to be profitable. The temporary construction easement (TCE) for a portion of Lombardi's expires on December 31 and there is a question as to whether Lombardi's is going to be willing to extend which could result in a condemnation of the TCE.

Marina- 2nd Quarter Report

Marina Director Jeff Lindhout reported that Commodore Plaza opened this quarter, the kite shelters at Jetty Landing opened at the park this summer, Central Guest Dock 5 officially opened as did the new activity float, Central K and L Docks opened, the contract was awarded for the new Central G-Dock rebuild and boathouse relocations; and Staff has been planning for the new restrooms at Jetty Island Park.

From the Marina perspective, the parking management program seems to be going okay. There are some adjustments to getting people on board with the program and Staff has been doing a lot of outreach about the parking program. Overall, people are satisfied with what the Port is trying to do in terms of making a better parking environment for everyone.

Marina Staff are continuing to evaluate going cashless and utilizing the wash card system throughout the Marina with the laundry facilities, restroom facilities, and shower facilities.

Everett Yacht Club's reciprocal moorage has been relocated to South Guest Dock 1.

In terms of Staffing news, new hires include a Harbor Representative, and two Maintenance Helpers. Retirees include Skip Swanson, Rick Adams and Verl Hamilton. Jim Weber was recently appointed to the Director of Marina Operations.

For maintenance, Staff has been working on fire system upgrades, the snow removal process, the O-Dock South roof repair/replacement, float repairs and Staff has been reviewing a process for beautification and landscaping of the gateways and entryways to the Marina.

Fuel sales (gallons sold) are down about 3%; boat launch revenues are up by about \$10,000; haul-outs are about the same as last year; travel lift revenues are up; the boat storage count continues to be slightly down due to the consolidation of boat yards; work yard revenues are up about \$25,000, the guest moorage count is up a little bit at 3,057 visits compared to 2,982 last year, and permanent occupancy continues to be very stable at 83%.

The Port signed an agreement to host the Boats Afloat Boat Show in 2020 and also in the spring of 2021; and this fall the Port will also be hosting the 45th Pacific Coast Congress of Harbormasters Conference on October 8-11, 2019.

Looking ahead, the Marina will be resuming the Marina Forum group in the fall; Marina Staff is also doing some housecleaning in the Central Marina area to make way for the opening of the new hotel; and is working on G-Dock project coordination, beautification of gateways and Marina operations reorganization.

Marina – Jetty Landing Restroom Replacement – Interlocal Agreement

Laura Gurley, Planner, said the Port applied for and was awarded a Recreation and Conservation Office (RCO) Boating Infrastructure Grant to replace the aging Jetty Landing restroom. The application was coordinated with the City of Everett and Snohomish County with the intention of equally sharing costs. The Grant, however, is issued solely to the Port. In order to ensure participation, the Port, City and County have agreed to enter into an Interlocal Agreement (ILA) specific to the restroom replacement. The Port will not accept the grant funding without an ILA first being executed. Laura Gurley asked the Commission to authorize the Executive Director to enter into an Interlocal Agreement with the City and County substantially as presented.

After consideration, Commissioner Tom Stiger moved that the Commission authorize the Executive Director to enter into an Interlocal Agreement between the Port, Snohomish County and City of Everett regarding cost sharing for Jetty Landing Restroom Capital Improvements, substantially as presented. Commissioner Bruce Fingarson seconded the motion. A vote was called for:

Vote:	3-0
Yes:	Stiger, Fingarson, Bachman
No:	None
Abstained:	None

Motion carried.

Projects Update

Central Marina Improvement Project, Phase 4 – DNR Site Use Authorization

Laura Gurley reported that a Site Use Authorization is required by the Washington State Department of Natural Resources (DNR) for open water disposal of approved dredged material at the Port Gardner disposal site. The portion of the Marina Maintenance Dredging work under the Central Marina Improvements, Phase 4 project includes disposal of up to approximately 36,500 cubic yards of material at the site. The \$2,000 application fee is applied to the overall disposal fee of \$0.45/cubic yard. The total fee will be up to approximately \$16,425. Laura asked the Commission to authorize the Executive Director to sign the DNR Site Use Authorization for this project and pay the required fees.

Commissioner Bruce Fingarson moved that the Commission authorize the Executive Director to sign the DNR Site Use Authorization for open water disposal of dredge material from the Port’s 2019 Marina Maintenance Dredging program under Central Marina Improvements Phase 4 and pay the required fees. Commissioner Tom Stiger seconded the motion. A vote was called for:

Vote:	3-0
Yes:	Fingarson, Stiger, Bachman
No:	None
Abstained:	None

Motion carried.

Ameron/Hulbert Site Trunkline Storm Drain Replacement, Phase 2 – Contract Closeout

Project Manager Elise Gronewald reported that Port Staff is seeking Commission authorization to close out the construction contract for the Ameron-Hulbert Cleanup Site Trunkline Replacement Phase 2 with Carmen’s Construction in the total and final amount of \$373,811.23, including Washington State Sales Tax (WSST).

Gronewald indicated that the Port implemented a partial site cleanup for the North Marina Ameron/Hulbert Model Toxics Control Act (MTCA, WAC 173-340) site (Ameron-Hulbert site), in conjunction with an interim cleanup action for the TC Systems MTCA site. The partial cleanup for the Ameron/Hulbert site was conducted pursuant to a Consent Decree between the Port, other Site potentially liable parties (PLPs), and Ecology. The TC Systems site interim action was conducted pursuant to an Agreed Order between the PLPs for the TC Systems site and Ecology. The work included in the trunkline project was conducted under an access agreement between the Port and Norton Industries.

The purpose of the Site partial cleanup action was to remove and replace the portion of the stormwater trunkline serving the North Property (TC Systems MTCA site), Port Property (Ameron-Hulbert MTCA site), and to remove contaminated soil located in the immediate vicinity of the trunkline. The western 300 feet of trunkline (Phase 1) was replaced as part of a Port declared emergency action in 2014.

This project included the removal, disposal, and replacement of about 300 feet of deteriorated, corrugated metal pipe with new 24-inch diameter, solid wall, polyvinyl chloride (PVC) pipe along the current trunkline alignment. Existing lateral connections were reconnected to a new line. During replacement of the existing trunkline, about 1,200 cubic yards of contaminated soil was excavated and disposed of at the solid waste landfill operated by Republic. A new chain-link fence was installed along the surveyed boundary between the Port and Norton properties.

Between the Port and Norton, the costs were shared under a Cost Sharing Agreement, that was approved by the Commission on August 14, 2018. The Port’s costs for this work are offset by an Ecology grant at a rate of fifty percent. Additionally, Ameron, Oldcastle, and the Hulberts settled with the Port in December of 2014 for \$2.2 million for past and future cleanup costs, including allocated shares for the replacement of the trunkline.

The project was advertised for bid on January 23, 2019 and Carmen's Construction was the low bidder in the amount of \$464,862.13, including Washington State Sales Tax (WSST). Two change orders were processed for the project resulting in a final contract amount, including tax, in the amount of \$373,811.23. Elise Gronewald asked the Commission to accept the project as complete and authorize Staff to close out the contract in the amount of \$373,811.23, including WSST.

Upon discussion, Commissioner Bruce Fingarson moved that the Commission accept the Ameron-Hulbert Cleanup Site Trunkline Replacement Phase 2 project contract as complete and authorize Staff to close out the construction contract with Carmen's Construction, Inc. in the total final amount of \$373,811.23, including WSST. Commissioner Tom Stiger seconded the motion. A vote was called for:

Vote: 3-0
Yes: Fingarson, Stiger, Bachman
No: None
Abstained: None

Motion carried.

Commission President's Report

Commissioner Bachman commented that he appreciated that the City of Everett posted the signage on the Grand Avenue Bridge project that it was the City's

Commission Discussion

Commissioner Bruce Fingarson said he was pleased that Lisa Lefebber accepted the CEO position.

Commissioner Tom Stiger recognized Emily Hammer in her pursuit of a Human Resource certificate, and also said he was pleased with Jim Weber's promotion to Director of Operations at the Marina.

Citizen Comments

There were no Citizen comments.

The meeting was recessed into Executive Session at 6:10 pm for approximately 45 minutes – to 6:55 pm. The purposes of the Executive Session were to discuss with legal counsel 1) a real estate litigation matter; and 2) to consider the minimum price at which two separate pieces of real estate may be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price.

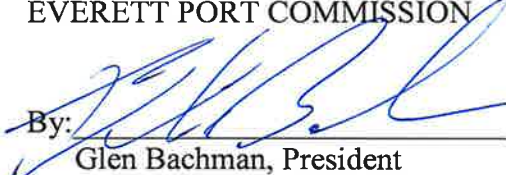
At 6:55 pm, Port attorney Jordan Stephens extended the Executive Session to 7:15 pm. At 7:15 pm, Jordan Stephens extended the Executive Session to 7:20 pm.

At the conclusion of the Executive Session, there was no action taken by the Commission and there were no announcements.

THE REGULAR MEETING WAS ADJOURNED at 7:22 pm.

APPROVED this 17th day of September, 2019.

EVERETT PORT COMMISSION

By: 
Glen Bachman, President


Bruce Fingarson, Vice President


Tom Stiger, Secretary



Port of Everett
Voucher Certification and Approval
for the month of
JULY
2019

ORIGINAL


Claims Voucher Nos	87386 - 87606		Total
			\$5,724,851.63
Claims - PCard Transactions			\$47,992.81
Claims Electronic/Wire Transfers:			
7/2, 7/5, 7/8, 7/10, 7/11, 7/12, 7/16, 7/19, 7/26	Electronic Transfer - Health Equity/Navia		169,670.83
7/2, 7/16	Electronic Transfer - IRS	\$	195,141.66
7/25	Electronic Transfer - WA St Dept of Rev	\$	64,780.86
7/2	Electronic Transfer - U.S. Bank	\$	6,392.86
7/1, 7/2	Electronic Transfer - U.S. Bank LOC	\$	12,419.51
7/16	Electronic Transfer - Guardian Dental	\$	6,222.00
7/25	Electronic Transfer - ACH - Adv American Const.	\$	2,122,916.52
	Total Claims		\$8,350,388.68
Payroll Voucher Nos.	50130 - 50211	\$	760,947.55
Payroll Wire Transfers:			
7/2, 7/9, 7/16, 7/23, 7/30	PMA Payroll (Longshore Labor)	\$	329,959.00
	Total Payroll	\$	1,090,906.55
Wire Transfers:			
7/1	Wire Transfer - Rail Bank	\$	456,701.68
7/1	Wire Transfer - BONY		1,000,000.00
Total Payments			\$10,897,996.91

I, the undersigned, do hereby certify under penalty of perjury that the material 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 Everett and that I am authorized to authenticate and certify to said claim. Authorize signature

Attest:  Port Auditor

We, the undersigned Commissioners of the Port of Everett, Snohomish County, Washington, do hereby certify the following vouchers/warrants have been certified and approved for payment this the 13th day of Aug 2019:

 President

 Vice President

 Secretary