

**Minutes of Everett Port Commission
Regular Meeting
June 9, 2020**

PRESENT:	Lisa Lefebber	Executive Director
	Tom Stiger	Vice President
ZOOM:	Glen Bachman	President
	David Simpson	Secretary
	Eric Russell	Chief Finance Officer
	Brad Cattle	Port Attorney

CALL TO ORDER: The meeting was called to order at 12:00 p.m. by Commission Vice President Tom Stiger.

CONSENT AGENDA

- Regular Meeting Minutes of May 5, 2020; and Regular Meeting Minutes of May 12, 2020
- Approval of Bills for May 2020

Commissioner David Simpson moved to approve the items of the Consent Agenda for June 9, 2020. Commissioner Glen Bachman seconded the motion. A vote was called for:

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

Motion carried.

CEO/EXECUTIVE DIRECTOR'S REPORT

CEO/Executive Director Lisa Lefebber asked Commissioner Stiger to recognize a couple leaders at the Port of Everett. Commissioner Stiger announced Marian Robinson's retirement after 36 years in the Marina office. He, along with his family and all the boating community at the Port of Everett will miss her and thanked her for her many years of service. Beth Schmidt will assume Marian's position in the Marina Office. Schmidt has been with the Port of Everett for 12 years. A couple other anniversaries worth noting are Jim Weber, who celebrates 40 years at the Port of Everett and Brian Franklin, who celebrates 30 years at the Port of Everett. He thanked Marian, Jim, and Brian for their years of service. Lefebber also recognized Glenn Campbell, who retired a few months ago, after almost 40 years at the Port of Everett.

Lefebber asked the Commission about July and August Commission meeting dates. Since the Governor's Open Public Meetings order has been extended to June 17, 2020, Lefebber said a Commission Retreat may be hard to put together at this point of the year. She suggested for the next couple meetings to incorporate the key initiatives that are being planned. In July 2020, Staff will have a presentation on the Port's Public Access. In August 2020, Staff will report on financial metrics and status of strategic planning efforts. In September 2020, Staff will report on the environmental initiative and sustainability report. Lefebber proposed one commission meeting in July, July 14 and one meeting in August, August 11, which is subject to content and action items and both meetings starting at 12:00 p.m. with the expectation of still using Zoom since the Port is not allowed to open until Phase III but there is still the possibility to have the meeting in person if Phase III starts July 6. All Commissioners agreed to the summer schedule.

COVID-19 Update

Lefebber reported the Governor on Friday, June 5, moved Snohomish County into Phase II. A lot of the Port's Phase II businesses, which are restaurants and salons, scrambled to reopen. As of right now, all restaurants are open, whether for take-out and/or dining-in, mostly in the evenings.

Resolution No. 1152 (2020) EDGE (Economic Development Grant for Evolution) for COVID Recovery

Lefebber reported that Port Staff is asking for Commission approval of Resolution No. 1152 (2020) to develop and implement a grant program to assist tenants in addressing economic impacts with the new social distancing requirements caused by the COVID-19 pandemic.

The Resolution would authorize the CEO to establish and implement a reopening grant program called EDGE (Economic Development Grant for Evolution) to assist Port tenants eligible to resume business activities in Phase II of the Governors Safe Start program. The Program would be authorized at \$50,000, with grants of no more than \$5,000 allocated to an individual tenant or sub-tenant. The applicant would require a dollar for dollar matching investment.

The intent of the EDGE program is to provide resources to implement social distancing to safely resume Phase II reopening. In issuing the grants to eligible businesses, the Port will identify specific economic benefits that the public would receive and support those findings with evidence. The funds are from the Commissioner's initiatives budget, combined with the annual Tourism support budget.

Commissioner Glen Bachman asked if the Port would know ahead of time the grant sum that the tenants will be asking for, who will the review panel consist of and what are they petitioning for? Lefebber explained that there is a list of eligibility criteria and will be similar to how Staff handles sponsorships for Tourism grants and the Port will have a ranking metrics. Staff will bring it back to the Commission on July 14 for consideration. The grant is limited to \$5,000 per tenant or sub-tenant. Sub-tenants were added because, for example, Lombardi's would be considered a sub-tenant to the Port.

Commissioner David Simpson asked if this grant is an addition to the funding tenants have already received? And will this grant come strictly from the Port of Everett? Lefebber explained unlike the City and the County, who have been getting federal funds to be able to distribute to businesses, the Port hasn't been eligible for that type of support funding, so this would be out of the Port's own operating budget.

Commissioner Tom Stiger asked about the source of funds for these grants. Lefebber explained this grant will be partially funded from the Port Commissioners initiatives budget and the remainder will be from the Tourism fund. The 4th of July Festival, the Mukilteo Lighthouse Festival, and other similar events that the Port typically sponsors are not moving forward this year, so the Port has been able to allocate a portion of those funds to this program. Commissioner Stiger also stated because this is tied in with Phase II opening, he would think that time is of the essence and if the Port receive ten (10) applicants, he thinks the Commission should give the discretion to the CEO to make those awards. Commissioner Bachman and Commissioner Simpson agreed. Lefebber asked the Commission to make a motion on this Resolution and if they give her the discretion to award up to \$50,000, she will report back to the Commission on July 14, that way the Port can get the money out the door quicker.

After discussion, Commissioner Glen Bachman moved that the Commission authorize Resolution No. 1152 (2020) providing the CEO the authority to establish and implement a reopening grant program called EDGE. Commissioner David Simpson seconded the motion. A vote was called for:

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

Motion carried.

Lefebber went on to report that Fresh Paint and Wheels on the Waterfront are hoping for Phase IV to be approved in early August and be able to move forward with their events, as well as the fishing derbies that are usually held in September. The Public Affairs team has been directed to notify these events that they will have conditional approval to move forward with the events so long as the Governor moves Snohomish County into Phase IV at least two weeks prior to the scheduled event which gives the Port time to prepare. It also requires the events to have a social distancing plan blessed by the Health District to move forward with events of a larger scale. It is unclear if any of these events are for sure going to move forward but the Port wanted to provide a framework, if they choose to and would be able to, assuming that Snohomish County will be in Phase IV by August. Catherine Soper will also check with the Port's insurance provider to see if there are any additional insurance requirements for these types of events given the current situation.

Lefebber reported that the City of Everett is planning for a tentative soft opening of the Grand Avenue Bridge in July.

CHIEF FINANCE OFFICER'S REPORT

Interlocal Purchasing Agreement with King County

Chief Financial Officer Eric Russell reported that RCW 39.34.030 allows cooperative purchasing between public agencies if they enter into agreements with one another pursuant to the provisions of that chapter. The purpose of the chapter is to permit local government units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage. The Port currently utilizes contracts from various purchasing cooperatives to save operational dollars on day-to-day expenditures (items that would normally require competitive procurement) as well as to save time and money procuring equipment, goods and services readily available through one of the cooperatives. The Port has similar agreements with agencies such as Snohomish County, City of Everett, City of Kirkland, City of Bellevue, Community Transit, etc.

King County has a long list of contracts available for this use. The Port is requesting this contract be entered proactively so if a need arises, the Port will be positioned to move nimbly to meet needs. As with other purchasing cooperatives, each individual contract under this Cooperative agreement is reviewed and approved by Procurement prior to use.

Upon discussion, Commissioner David Simpson moved that the Commission approve the Cooperative Purchasing Agreement and authorize the CEO/Executive Director to sign the Cooperative Purchasing Agreement. Commissioner Glen Bachman seconded the motion. A vote was called for:

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

Motion carried.

MARITIME INDUSTRIAL EXPANSION

Lefebber reported that the Port is moving forward very aggressively on the design of the new cargo terminal. Thirty percent design is expected in July 2020 and the engineers are making good progress. Staff has submitted three grant applications for the project. One to the Department of Homeland Security for a complete secure fence line around the entire site. A BUILD grant and a Port Infrastructure grant to help with the construction of the cargo terminal. The Port expects to know sometime this Fall on the status of the grants and will be planning accordingly.

Lefebber mentioned that Kimberly-Clark is well underway with their cleanup. They just recently received a right-of-entry to start accessing Parcel O, which is where the Port stores upland dredge material which will be used as backfill to their cleanup efforts and rubble removal. They should be completed with this work by December 31, 2020 per the Purchase and Sale agreement.

The Port submitted a letter to the Department of Ecology as it relates to the agreed order and the Port's responsibilities under the Purchase and Sale agreement.

SEAPORT MODERNIZATION

South Terminal Wharf & Electrical Phase 2 Contract Closeout: Advanced American Construction

Senior Project Manager Steve Hager presented the South Terminal Wharf & Electrical Phase 2 Contract Closeout with Advanced American Construction. He recognized Staff members that contributed to the success of this project. This project was one of the biggest, if not the biggest, the Port has ever undertaken. If not for the fantastic knowledge of John Klekotka with regard to engineering, Nancy Overton on budgeting and all the MARAD coordination with regard to the grants, Maija Lampinen keeping the Advanced American Construction contract in order along with the Buy America requirements that the Port needed to follow through with, Laura Gurley instrumental on keeping permits in line as there were a number of things that the Port had to deal with in regard to being around water and Laura was on top of it all the time, Lindsey Colebourn helped out on all the consultant contracts and pay apps with the contractor, and finally, Greg Dawsey, with his early construction support on the project. If it had not of been for all these people and many others, Hager said he would not have been able to manage this project. Hager thanked Les Reardanz and Lisa Lefebber for the opportunity to oversee this project.

Lefebber thanked Hager for his recognition of the Port Staff. The Port had to assemble a large cross functional team to be able to complete the project. Lefebber really appreciates everyone's efforts on this project and particularly Hager for managing through all the details. This project was not an easy or straight forward project.

Lefebber reported on the budget and the grants received for the project. The Port had been working on this project aggressively since 2009 when the Port first submitted the Transportation Investment Generating Economic Recovery Grant. The Port was not successful that year but spent every other year perfecting the project and request and getting ready so when the Port applied next time, the Port would be successful. The total contract for Advanced American Construction in terms of grant allocations was about \$19.8 million but total grants and loans the Port was able to secure throughout the process was almost \$23 million so it was a very successful effort in terms of federal and state grants and loans. Lefebber wanted to highlight that because this funding was the necessary requirement for the Port to move forward with this key economic project.

Hager gave a project overview on the scope, budget, schedule and how the project was finished. This project consisted of upgrading 560 feet of the existing 700-foot-long South Terminal wharf from 500lb

capacity per square foot to 1,000lb capacity per square foot and the addition of 100-foot gauge gantry crane rails and beams along the full length of the wharf. The project included deck demolition and installation of approximately 336 steel piles and pile caps, repair of existing pile caps, relocation of an existing warehouse, installation of new electrical vaults and conduits to support gantry cranes, future shore and mobile Harbor crane power, communication conduits, water service and stormwater structures, and repaving of the entire wharf and adjacent upland areas.

In 2017, the total project budget was \$43,716,000 with a construction budget line item of \$31,955,000 without contingency. A grant from the United States Maritime Administration (MARAD), in the amount of \$10,000,000, partially funded the project.

The Commission authorized bidding of the project on October 24, 2017 and on February 6, 2018 a total of nine (9) bids were received, ranging from \$24.56M to \$35.13M. The low bid was submitted by Advanced American Construction Inc. (AAC) in the amount of \$24,563,709.16. The Engineer's estimate was \$31,680,372.70 (all amounts noted include Washington State Sales Tax (WSST)). The Commission awarded the construction contract to AAC on February 23, 2018.

AAC was issued a Notice-to-Proceed on March 28, 2018 and achieved Substantial Completion on December 26, 2019. AAC achieved Physical Completion (i.e., completion of all punchlist work) on April 20, 2020.

There were 11 change orders on the project amounting to an increased cost of \$1,506,812.29 (not including WSST). There were also a net unit price over/under run on the project amounting to \$970,176.22 (not including WSST), for a net total cost for changes of \$2,476,988.51 (not including WSST). The total final contract amount was \$27,293,060.81, including WSST.

Although not encountered on the previous upgrade of the north end of the wharf in 2014, it was discovered that the remaining 27 pile caps had deterioration on the internal shear stirrups. Each pile cap had varying quantities of stirrup deterioration which could only be determined upon removal of concrete when performing the work. The most cost-effective resolution was to perform the original contract work and, following curing of the grout, install Fiber Reinforced Polymer (FRP) to the areas of the pile cap that had deteriorated internal stirrups. The FRP totally replaced the lost shear strength. Additional concrete grout, couplers and rebar were required due to the unforeseen excessive loss of failed concrete on the pile caps. This work was the primary driver of the increased costs. Additional time was also spent by KPFF and GeoTest which required modification to their respective agreements with the Port.

Staff requested two (2) motions.

After discussion, Commissioner Glen Bachman moved that the Commission approve the Closeout Change Order No. 12 in the amount of \$970,176.22 (not including WSST). Commissioner David Simpson seconded the motion. A vote was called for:

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

Motion carried.

Commissioner David Simpson moved that the Commission accept the South Terminal Wharf & Electrical Upgrades – Phase 2 project as complete and authorize Staff to close out the contract with Advanced American Construction Inc. in the amount of \$27,293,060.81 (including WSST). Commissioner Glen Bachman seconded the motion. A vote was called for:

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

Motion carried.

KPFF Contract Status

Senior Project Manager Steve Hager gave an overview to the Commission regarding the KPFF Contract for South Terminal Wharf/Electrical Upgrade and Cargo Shed Relocation project. This project was tough and complicated, and Hager gave many kudos to KPFF. They are a team that the Port selected over four years ago to start this project and they performed phenomenally. The attention to detail on the plans and specifications were what really guided and helped the Port get through this project. Hager explained to the Commission each Modification, 1-14, with a total amount as of May 8, 2020 of \$3,093,837.

WATERFRONT PLACE CENTRAL

Chief of Business Development Terrie Battuello gave an update on Waterfront Place Central. Battuello reminded the Commission about the objectives that the Port's Ad Hoc Community Committee developed for restarting this project. The Port is making sure the objectives are kept as benchmarks to stand on the shoulders of the prior project to leverage prior work to create desirable mixed-use destination, support Marina success and synergy via compatible uses, provide stable and reliable revenue source based on financial guidelines, create stable family-wage job growth, tax base expansion and improve waterfront access amenities.

Battuello gave an overview of the status on what is happening right now at the Port of Everett for private development, capital infrastructure and planning and outreach.

Battuello went through and explained the projects to the Commission. She showed a map of the new restaurant projects, buildings A8, A12, A15 and A7. A7 and A15 were consolidated into a larger double concept restaurant around 7,000-8,000 square feet. A12 is considered a market space and may have four small retailers or spilt restaurants and retailers, 1,500 square foot spaces. A8 will be three retailers, one at the very north end will be a larger, 3,500 square foot restaurant, in the middle, about a 500 square foot smaller specialized restaurant and then on the south end is a third restaurant/ retail space. Battuello went on to share PowerPoint slides of the architecture that is envisioned which the Port is trying to give a nod to the history of the site with these buildings. The Port wants to pull from the past, tie the present to the future, use clean traditional forms and material in contemporary ways and flexibility and layering to allow for adaption to season or weather. These buildings will be 30-35 feet high, so they don't ruin the views of the housing but can't go higher than 35 feet due to the shoreline. There are four major corridors into the esplanade area. The buildings, because they are centered with a couple uses per building, have a strong ability to visualize and noticeable on each corner. A8 is being planned right now and will incorporate the pump building which facilitates the fountain. There are plans to build an indoor/outdoor fireplace near the pump building patio in order to help hide it. Three tenants are anticipated for building A8. Each space has their own patio area. It is about thirty percent design and

there is a signed Letter of Understanding with one possible tenant. Once the lease is signed, the Port will be able to go to construction drawings and is working very close with CEO and CFO for financing.

A restroom and retail space has been designated at the A17 building. The restroom building will be oriented toward the west and retail will be oriented toward the north and east. There will be three retail suites and a large plaza where the American, Coast Guard and Navy flags will be displayed. There will also be an outdoor dining area. Dock K is located directly south of this building and this is where the Port is trying to attract commercial boating tenants; one is a boat rental and several boat brokers such as Bellingham Yachts. Lefeber thanked Battuello, Jeff Lindhout and Jim Weber for being innovative on developing an idea that had retail and revenue associated with the planned restroom facility because it really makes it able for the Port to be able to create a proforma that is financeable and connects the Fisherman's Harbor into the Mill Wright district with this building. Battuello added that the Port is designing this building to be built in phases, if necessary. The Port will start with ground improvements and retail space but may have to wait to build the restroom for a year or so but hoping to build it altogether.

The future site for the new Everett Yacht Club will be in the South Marina where the old Marina Office was. They want to expand the building to the east and create a new meeting space. The Port will be working on a ground lease, surplus a portion of the existing building and retain the breezeway and restrooms. It is about a \$4 to \$5 million project and the Port is providing technical support to make sure it is successful.

The Port is planning to have a Festival of Pacific Lights with a frozen tree fountain in the winter months. The fountain will be 45 feet high, which is as high as the hotel, but also looking at a 35-foot tree as well. The goal is to make it so people can interact with the fountain, walk under the big archways and post landmark pictures to social media. This is the first piece the Port would like to acquire for the Festival of Pacific Lights. The tree is made from metal structures that are permanent, that can be torn down and put away in storage. The lights will last up to five years and new lights can be interchangeable. This is a long-term festival that the Port will be building on each year.

DEPARTMENT REPORTS

Properties

Bay Psychiatric: Lease Renewal

Chief of Business Development Terrie Battuello reported Bay Psychiatric LLC is a Washington limited liability company comprised of eleven (11) independent practitioners specializing in a wide range of psychiatry and psychotherapy practices under the general management of Maryanne Godfrey. The office operates out of Suite 109, a ground-floor space in Marina Village's Class B (functional and clean, but older) office building. The tenant has consistently been a great tenant in good credit standing since the Port assumed their lease in 2017. Several tenants have "spun off" from this tenant's successful business within Marina Village. Because they came to the Port via the Marina Village Ground Lease termination, this is the first lease with this tenant under the Port's standard lease form. Terms of the Suite 109 lease includes a three-year (3) term with a single option to renew for two (2) years under established terms with a market adjustment to rent. The premises consist of 2,211.75 BOMA-confirmed leasable square foot (sf). The lease commences at \$21 per rentable square foot (RSF), and is a triple net lease, wherein the tenant pays base rent plus 9% (based on their floor allocation) of overall building maintenance and operating expenses, such as utilities, taxes, insurance, and repairs. The lease includes a 3% annual escalation on base rent intended to account for inflation over the lease term. As part of the Tenant's costs, they have agreed to pay the State's Leasehold Excise Tax. A security deposit of one

month is recommended based on the Port's Lease Policy, which will require the tenant to add \$2,846.17 to the security cash on deposit bringing it to \$3,870.56. No additional landlord work is required and there is no broker commission. Over the term of this lease, the rent revenue will be \$143,562.17. Revenues not included in this amount are the Common Area Maintenance charges which are expected to be \$2 to \$3 per allocated square foot per year or \$4,423.50 to \$6,635.25, depending upon operating costs. If the lease is approved, the lease commences July 1, 2020, replacing the hold over lease which expired November 30, 2019.

Upon discussion, Commissioner Glen Bachman moved that the Commission authorize the CEO to sign the office lease with Bay Psychiatric, LLC for 2,211.75 square feet at the Port's building located at 1728 W. Marine View Drive, Suite 109, and in the form substantially as presented. Commissioner David Simpson seconded the motion. A vote was called for:

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

Motion carried.

Commercial Office Lease Assignment from All Ocean Services to Everett Realty, Inc.

Chief of Business Development Terrie Battuello reported that on March 26, 2015, the Port entered an eight-year (8), triple-net office lease, with two, one-year (1) options for the Port's Waterfront Center Suite 100 with All Ocean Services, LLC, a maritime logistics and brokerage firm. In January 2020, owner Al Farve notified the Port that he intended to retire and in early February vacated and returned keys. At that time, Mr. Farve began working collaboratively with Properties to identify a suitable replacement tenant in pursuit of his desire to assign his lease. During the intervening period, he continued to pay his full rent and expenses.

The Port recruited several tenants, including some maritime-related companies but those prospects withdrew interest as the COVID-19 pandemic began to create economic uncertainty. The Port considered the possibility of a retailer for this location but given the space to be leased and the Port's interest in developing quality retailers on the Esplanade, determined this location should remain in office and its subgrade elevation and configuration support that conclusion. Because of Mr. Farve's efforts to recruit a replacement tenant, Everett Realty Inc. expressed a strong desire to locate their office, including eight (8) staff members, to the available space. The Assignment agreement proposed for Commission consideration resulted from their interest and was developed based on provisions in the All Ocean Services, LLC Commercial Lease (Section 10 Assignment or Sublease), wherein the tenant (Lessee) is required to obtain the written consent of the Port in order to have the lease assigned. As part of the Assignment, Section 5 of the Assignment agreement provides that even through this assignment, the original tenant (All Ocean Services, LLC) remains jointly and severally liable for the subsequent payment and performance on the lease. The Port has the right to reject the request within its "reasonable discretion" if a suitable good credit tenant is not found.

In this case, Everett Realty, Inc., submitted considerable documentation regarding the firm and its resources, which provides a mission-critical real estate service relocating US Navy personnel and Veterans. Everett Realty, Inc. is managed by Karmin Pincus, a resident of Lake Stevens. The Port, having obtained a credit and criminal background report on her and the company, and reviewed her company's documentation including financial statements, finds that the company and its principle would be an

excellent addition to the Port's portfolio of tenants and does not duplicate or dilute services offered by other tenants.

The agreement consents to the assignment and assumption of the existing All Ocean Services, LLC lease and updates the leasable area to 1,610.54 square foot and 2.59% share of building expenses based on recent BOMA-certified findings. The lease assumed is not the Port's current boiler plate but provides responsible terms and continued occupancy of this suite, which has been vacant for several months. The Assigned lease would expire on its original termination date of March 25, 2023.

Alternatively, the Port could potentially, within the bounds of the current contractual obligation of reasonable discretion, reject the prospective tenant and continue to enforce the lease or accept a termination settlement for all or some portion rent due until the space has a new occupant. In that case, the Port could re-advertise the space once settled and develop a new lease confirming with the current lease provisions and standards. If that were to occur, rents are running \$23 to \$26 per square foot in this location depending on a variety of variables. However, fewer tenants are in the market for space at present. If the lease is approved, the new tenant anticipates taking possession by mid-June 2020.

After discussion, Commissioner David Simpson moved that the Commission authorize the CEO to sign the Assignment of Lease between All Ocean Services and Everett Realty, transferring the lease through assignment to Everett Realty, and in a form substantially as presented. Commissioner Glen Bachman seconded the motion. A vote was called for:

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

Motion carried.

Marina

Boat Launch Update

Marina Operations Director Jim Weber gave an update on the ongoing maintenance at the boat launch. The Marina Operations Staff has been inspecting and repairing the facility for the last few weeks, as well as earlier in the year. Staff has been inspecting, re-nailing, and replacing bad wood planks on the docks. They have replaced bolts, brackets, dock rub strips and whalers, repainted yellow safety lines on the docks, any loose cleats and corner bumpers, patching the concrete launch lanes and more. Staff has also met with the Job Order Contractor who has given the Port three options to re-deck the launch, proposals are being reviewed and will be coming back to the Commission with a recommendation. The three proposals that are being proposed are replacing the existing planks with new pressure treated planks, Trex decking or a fire grade decking option.

CEO/Executive Director Lisa Lefebber added that she and Laura Gurley met with the U.S. Army Corps of Engineers and they have completed their modeling of the river for the sediment study. The good news is they found the problem and the potential fixes for the problems by either realigning the settling basin or different diversionary structures on the Jetty and land side to get the river channel back in alignment. The bad news is the sand bar that is just outside the river channel would be the Port, City and County's responsibility for removing, as it is outside the federal navigation channel. The Port is working with the Corps on a plan to make these improvements, looking at a couple years out. Staff is trying to figure out

what kind of interim measures we can take to improve access from the launch facility until the Corps plan is ready.

Commission President's Report

Commissioner Glen Bachman reported that a meeting he attended the previous day they were passing around kudos from Coast Guard Captain Sturgis. A year ago, he also attended a conference in Seattle regarding the connection from the Northwest U.S. States up to Alaska, Captain Sturgis was giving the presentation. Commissioner Bachman introduced himself to her and again, many kudos to Security Director Ed Madura.

Commission Discussion

Commissioner David Simpson applauded Security Director Ed Madura and his involvement with what he is doing with the Security Committee and thanked his Staff as well. Everyone is going through a difficult time and all the Ports are looking at their security plans. He is proud of all the Port employees as everyone moves through the COVID-19 virus. Commissioner Simpson said this country has been going through some difficult times and he just wanted to say his prayers go out to Mr. George Floyd's family.

Commissioner Tom Stiger noted that Lisa Lefeber received a letter last week from Captain Sturgis commenting on the Port Security cooperation and the work that the Port provides and specifically pointed out Security Director Ed Madura, who serves on several committees related to Maritime Security. He wanted to thank Madura for his participation and work with the Coast Guard.

Citizen Comments

There were no citizen comments.

Executive Session

No Executive Session was held.

THE REGULAR MEETING WAS ADJOURNED at 2:31 p.m.

APPROVED this 14th day of July, 2020.

EVERETT PORT COMMISSION

By: 

Glen Bachman, President

By: 

Tom Stiger, Vice President

By: 

David Simpson, Secretary



ORIGINAL

Port of Everett
Voucher Certification and Approval
for the month of
MAY
2020

AP Claims Transactions		Total
Claim Checks Issued	89013 - 89110	\$782,223.64
P-Card Transactions		37,691.22
ACH Transactions	#401 - 449	680,725.29
Total Claims Check Register		1,500,640.15
Electronic Claims Transactions:		
5/1, 5/7, 5/8, 5/15, 5/18, 5/20, 5/21	Electronic Transfer - Health Equity/Navia/Guardian/Accrue CMS	\$7,542.14
5/1, 5/18	Electronic Transfer - IRS	182,426.54
5/22	Electronic Transfer - WA St Dept of Rev	39,718.72
5/1, 5/4	Electronic Transfer - U.S. Bank	2,429.61
5/1	Electronic Transfer - U.S. Bank LOC Fees	2,474.13
Total Electronic Claims		234,591.14
Total Claims		1,735,231.29
Payroll Transactions		
Payroll Checks Issued	50527 - 50534	\$233,591.11
5/5, 5/12, 5/19, 5/27	PMA Payroll (Longshore Labor)	107,798.69
Total Payroll		341,389.80
Total Payments		2,076,621.09

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 9th day of June, 2020:

DocuSigned by:

President

D884C4BAE8DF4DC...

Vice President

DocuSigned by:

Secretary

CE451231364A4A6...