



147 Schoen Lane, P.O. Box 53
Eastsound, WA 98245-0053
360.376.5285
orcasairport@rockisland.com
www.portoforcas.com

MEETING AGENDA

July 22, 2024, 5:00 P.M.

This Meeting will be on Zoom and in-person at the airport terminal conference room.

Join Zoom Meeting

<https://us02web.zoom.us/j/82950040879?pwd=VkhBWVI5QUt6NTNGMWRkVzVuUDhsQT09>

Dial-in: (253) 215-8782; Meeting ID: 829 5004 0879; Passcode: KORS

One tap mobile: +12532158782,,82950040879#,,,,*522532# US (Tacoma)

CALL TO ORDER

AGENDA AMENDMENTS

PUBLIC ACCESS

MONTHLY BUSINESS

1. Previous Minutes
 - a. 04/22/2024 Regular Meeting
 - b. 06/02/2024 continued to 06/03/2024 Special Meeting
 - c. 06/10/2024 Special Meeting
 - d. 06/24/2024 Regular Meeting
 - e. 07/15/2024 Special Meeting
2. Approval of Vouchers
 - a. 06/24/2024 payroll \$14,454.17
 - b. 07/02/2024 a-aofe \$31,196.93
 - c. 07/16/2024 b-aofe \$25,047.53

MONTHLY REPORTS

1. Manager's Report – posted online.
2. Financial Reports – posted online.

OLD BUSINESS

1. Annual contact with neighbors – Commissioner Schuh
2. Hangar Drainage Concerns – Chip Long/CSD Memo
3. Through the Fence (TTF) – Commissioner Triplett – Tabled.
4. ESWD Use of Road and Property – CSD draft update
5. Projects and Planning
 - a. Capital Improvement Program Plan (CIP) 2025-2029 and BIL Funding update
 - b. EV Charge Grant – Chip Long, Bruce Benton
 - c. Westside Development Update – Chip Long, Ed Addicks/PAE
6. DOR Fuel Sales Tax – No update at this time.
7. Board of Commissioner Meeting Schedule
 - a. Discuss increasing frequency – September, October
 - b. Date for next Work/Study session – August 12th

NEW BUSINESS

1. SJC Auditor's Office changes – Kim



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PUBLIC ACCESS

ADJOURNMENT

UPCOMING MEETINGS:

Work/Study Session: August 12th

Regular Meeting: August 26th, 2024

PORT OF ORCAS
REGULAR MEETING MINUTES

April 22,2024

Commissioners Present; Michael Triplett, Jason Laursen, Mia Kartiganer, (Annalies Schuh by zoom)

Commissioners Absent: Robert Hamilton

Staff Present: Chip Long, Kim Kimple

Guests present: Members of the public in person and by zoom

Call to Order/ Presence of Quorum

Secretary and Acting Chair Michael called the meeting to order at 5:00 noting a quorum

Agenda Changes:

Mia suggested we eliminate the Community Water Taxi business as there is nothing new

Michael suggested we insert Cliff from Prothman(who was waiting on Zoom) for our update on the new Manager search before the first Public Access in case a member of the public wants to respond to Cliff's update and Cliff might be able to answer/clarify to that public comment.

CLIFF AT PROTHMAN stated we have 6 applicants and 5 of them meet or exceed minimum requirements for the Manager position. He added that with 2 weeks until the deadline to apply, he is confident we will have a good selection of applicants. He then reviewed the Prothman's schedule for initial interviews and the timeline Orcas can expect for a list of finalists to evaluate.

Public Access; Chip thanked Cliff for the extra effort to be at our meeting tonight. Kim thought it important to clarify that keeping a small quaint airport and doing other projects for our community within the powers of Ports were not exclusive.

(11:28) Monthly Business

1. Previous Minutes: Michael moved Jason seconded approval of the 3/25/24 Minutes. Discussion ensued in which Mia asked Staff if they read the minutes and had comments. Chip acknowledged the time it took Michael to prepare the minutes but said his (Chip's) preference is a more concise document with a time stamp to lead an interested party to the correct place on the recording of the meeting. Chip held up the recent Fire Commission meeting minutes as a possible template for future Port minutes. Michael stated he would continue to provide Minutes in the same manner as he believes a 10-15 minute read is more likely to happen than to refer to a recording that only has to be on the Port website for (6

months as stated by Kim) . Michael added that approval of Minutes is required, and if the Commission wishes to strike sentences, paragraphs, pages from the Minutes, they have the power to do so. Annalies mentioned that AI has programs that put the Zoom recordings into print form. Mia stated she likes a record of the discussions that result from Motions made. The question was called and the 3/25/24 Minutes were approved 4-0

2. Approval of Vouchers: a. 04/16/2024 a-aofe \$53,897.19
b. 04/16/2024 b-cfe \$44,352.80

Michael moved, Mia seconded and passed 4-0

There was consensus that Ed Addicks with PAE should provide more detailed explanations in his invoices instead of saying “general services”

(22:21)MANAGERS REPORT:

Chip has posted the report online. Our new PAPI failed the flight test again and external baffles need to be added. Westside wetland buffer zones and possible location of buildings have been discussed and Chip is waiting for the County to give approval but at this point there is no assurance we can develop the Westside. Michael praised Chip for the speed (only 22 days) in which he is learning all the intricacies of being a Port Manager.

FINANACIAL REPORT; Posted online

(26:32) OLD BUSINESS

1. Dept of Revenue Fuel Sales Tax: Kim reported that she is soon to file the taxes due for first quarter 2024. We can expect Kim to have filed all the back reports and payments for unremitted fuel sales tax (since 2018) by the end of June. Kim says request for waiver of interest and penalties may not be successful but she is hoping the total outlay will be under \$100K.
2. Annual Contact with Neighbors : Annalies is rewriting a letter to our airport neighbors and will provide it to the Commission and Manager before sending it out.
3. Hangar Drainage Concerns; (30:35) Ed Addicks from PAE came on zoom to address Westside Development, Bipartisan Infrastructure Law (BIL)Funding and Capital Improvement Program Plan Options;
There are delays coming from Peter from San Juan County Development but at this point, Peter seems optimistic that at least a scaled back hangar development on the Westside is possible. A January 11,2024 Memorandum from Agnes Fisher from Community Planning with the FAA outlines timelines and 5-yr projects under consideration. Ed says the Port will need to spend \$50K of local money for it's part of an environmental study which must happen before any serious movement can be made on the hangar development on the Westside. The problem is the fact that this Environmental Study will take up to 2.5 years while the first \$1M of BIL money is lost if not positively earmarked by Sept 2025. Another project should thus be identified prior to Sept 2025 and Ed suggested rebuilding a port-owned hangar if we own one that is not too close to the runway. A building in the SE corner also would be an option with the BIL money. Kim stated the FAA fiscal year begins in Oct 2024 and while the stated BIL deadline for 2022 BIL money is

Sept, 2025, she stressed importance to the Commission identifying a project that can be carried out prior to this FAA fiscal year Oct 2024 deadline. While BIL funding ideally can be used for revenue producing projects, because of the time needed for the environmental study, the Port may choose to fund a non-revenue producing project rather than lose the 2022 \$1,000,000.00

Michael stressed the complexity of these issues and the importance of making a wise but timely decision. To this comment Chip inserted the idea that the Commission meet more than once a month in an effort to master this issue and make a decision. Michael reminded that Robert had suggested this a couple months back and while there are costs to the Port to have these extra meetings, as the deadline approaches, those costs seem less important. Chip suggested having two meetings a month with the non-regular meeting being a focused meeting on just one or two issues. Mia thinks we don't need more meetings—we just need to get more done at our meetings. Michael suggested we place this extra meeting issue next month on #1 Old Business when Robert is Chair. There was consensus. Staff made the point that Oct 2024 is really the deadline for the BIL project to be identified and stressed that the 11th hour for decision is here.

EV Charge Grant; (57:11) Mia said that Mia, Bruce Benton, and Chip met with WA Dept of Commerce earlier that day to receive news that Port of Orcas will receive the full \$395,499.00 for establishment of electric chargers across the island. Bruce thinks the paperwork will be done by the end of June. There was much discussion on the program at large. A concern was expressed that the airports level 2 charger had no present way of assuring the public that the donation box receipts were covering the cost of the electricity....basically the Port might presently be providing electric fuel to cars at taxpayers expense.

Hangar Drainage Concerns: (01:09:45) Chip described a walk around each hangar with some of the owners of these hangars identifying drainage problem areas. The financial responsibility for these issues (hangar owners or the Port) is still in question. Michael asserted that we have a drainage study for the entire airport campus along with recommended projects to mitigate the drainage problems. While the estimates for these projects lack itemization, Michael is assuming the hangar drainage issues are mitigated if the Port elects to go ahead with these projects. IF the entire airport campus drainage issues are mitigated with these 2 projects (approx. \$326K and \$403K) we have the opportunity to use the 2022 BIL funds and provide a long-term benefit to the airport and at the same time satisfy the feeling of many in the community who don't want to see a lot of changes at the airport. Chip agrees with Michael that we should show we know how to protect our current campus from flooding before we move for development on the Westside.

TTF;(01:14:21) Through the Fence: Michael presented history of this issue. Jason had been at a WPPA meeting when a lawyer present told him that since the Port had raised the annual aircraft tiedown fee, we needed to increase the TTF user fee to match. Michael stated some of the benefits the Port is providing to the TTF users (mowing, electricity for

gates, repair and replacement of the gates themselves, maintenance and replacement of airport taxiways surfaces used only by the TTF users) be reasonably covered by the TTF user fee. It was stressed that upon examination of this issue that the TTF user fee is not to be directly tied to the annual aircraft tiedown fee. A current letter from a lawyer representing some TTF users has been received. History of legal action (2014) between the TTF properties and the Port was reviewed.

Motion; Michael moved we engage our lawyers on retainer to respond to the current letter. Jason seconded . Discussion ensued. There was some concern that if the Port involves it's lawyers that we will escalate the issue and create a repeat of the expensive legal battle that occurred in 2014. Conversely it was argued that a letter from our legal counsel might just clarify the situation and the matter might be settled. Michael expressed his personal disbelief that after 11 years of no increase, some TTF users would balk at a \$5/month increase. Kim suggested we review the issue with our legal as a reasonable step and we have until the 2025 scheduled increase in TTF user fee. Chip also wanted our legal counsel to give us advice.

Motion; Michael changed his motion to read: I move we have Chip contact our legal team—share with them the letter we recently received and ask their advice. Seconded by _____. Passed 4-0

ESWD Use of Road and Property: (01:27:04) Chip gave us a review of his talks with ESWD. Chip attended ESWD's most recent board meeting and feels they are professional and will be amenable to a reasonable resolution of the current issue. Chip proposes a "reset" of this issue---to disregard past problems the Port has had with ESWD and to move forward. Chip's plan of action is to have the Port rescind a 2018 Resolution to charge ESWD for their use of Port roads/taxiways. Mia felt that ESWD has a utility easement with Shoen Ln and didn't understand why there was a resolution in 2018 by the Port to discourage ESWD use of Shoen Ln. Jason felt a restart was a good idea. Annalies wants to keep a good relationship with our neighbors and remember the past yet start fresh with ESWD. Mia wants to negotiate a maintenance agreement with ESWD. Michael's observation is that ESWD periodically has the need to use the Port's roads/taxiways and they take it without asking us. ESWD use of port property places additional wear and tear on Port property and has been leaving gravel on taxiways—placing danger to props and property and lives. A clear and immediate solution to this problem is best achieved now since ESWD needs to use Port property or their construction project is ended. IF the Port truly want this cycle to end, then we need to take action. Mia questioned what " this cycle" was. Michael replied the cycle was ESWD just takes Port roads/taxiways whenever they have a need of them without permission. Mia felt ESWD has every right to take Port roads/taxiways. A debate between Michael and Mia ensued on their respective positions. Mia wants the Port to pave the parking lot near the gas pump. Jason and Annalies then debated damage from the weight of gravel trucks on our taxiways. Mia brought the Commission back to the 2018 Resolution and her perception that it needs to be rescinded. More debate ensued. Annalies suggested a

conversation with ESWD about a reasonable fee to use the gate on Shoen Ln. Michael wanted to get the Commission to give Chip goals and policy which would give him a clear path to deal with ESWD. Chip stated “ If you’re asking me to take this Resolution, walk down to Jason and use it like a club---I’m not your man”.

Motion: Mia moved and Annalies seconded that the Port rescind RESOLUTION #12-19-2018C Passed 3-1 with Michael as the nay

The Commission by consensus asked Chip to continue to negotiate with ESWD with our unilateral rescinding resolution #12-19-20218C as the starting point. Michael asked Chip if he could present a negotiated agreement in writing for the Commission to review by next regular meeting and Chip hesitantly agreed. Michael asked the Commission again if some kind of fee to use our roads (as a disincentive) should be a goal for Chip. Mia says only a conversation is needed at this point without any stated direction from the Port. Michael expressed concern that Chip has no real direction as he goes to Negotiate an agreement with ESWD. Mia added that whatever agreement Chip negotiates has to be approved by the Port so let him go talk to ESWD.

Motion; Michael moved to authorize Chip to come up with a written agreement with ESWD and to use our legal counsel as he sees fit. Mia seconded Passed 4-0

Policy Review, Commissioner Duties; (01:55:40) Mia made a motion to amend her original Resolution to change the Bylaws by replacing the word “required” with the words “ strongly encouraged” The amended motion was read by Kim and seconded by Jason. There was no discussion on the motion and it passed 4-0.

NEW BUSINESS; (01:58;26)

Changing the May Port meeting to May 20 instead of Memorial Day May 27. Consensus was given to have our next meeting on May 20.

PUBLIC ACCESS; Several observations were made by the public.

Meeting adjourned at 7:06PM

Respectfully submitted,

Michael Triplett (Secretary)

PORT OF ORCAS
Special Meeting Minutes
June 2+3,2024

Commissioners present June 2: Robert Hamilton, Annalies Schuh, Mia Kartiganer

Commissioners absent: Jason Laursen, Michael Triplett

Commissioners present June 3; Robert Hamilton, Annalies Schuh, Mia Kartiganer, Michael Triplett

Commissioners absent; Jason Laursen

Community Stakeholders present June 3:

Sadie Bailey, Airport Neighbor

Jason Bradshaw, General Manager ESWD

Eric Gourley, Local Pilot

Bruce Benton, Orcas EV Charger Initiative

Rick Fant, Airport Neighbor and Pilot (Participating by ZOOM)

Note: The purpose of these meetings was to recruit and interview candidates for the position of Executive Director for the Port of Orcas. The meetings followed the agenda outlined on page 2 of the Minutes. No action was taken by the Commission

Respectfully submitted,

Michael Triplett, Secretary

PORT OF ORCAS
SPECIAL MEETING MINUTES

June 10,2024

Commissioners Present: Mia Kartiganer, Jason Laursen, Michael Triplett

Commissioners Present by ZOOM: Robert Hamilton, Annalies Schuh

CALL TO ORDER: At 5:01, Secretary Michael called the meeting to order as Chair Hamilton was having trouble with his ZOOM connection.

PUBLIC ACCESS;

Staff Member Kim Kimple began public comment by addressing Michael's concern (which was expressed on the morning of June 3) that the June 2+3 Port meetings were illegal as they didn't fulfill the State posting requirements. Kim has " tattled" this lapse to the State Auditor's office and reports that since it was Executive Session and no public comment taken, and no action was taken, the matter will resurface at our accountability audit in the fall but it is likely no repercussions will result.

The following members of the public then expressed their endorsement of Chip Long to be the next Port Executive Director:

Rick Fant , Eric Gourley, Rick Hughes, Robin Watson, Barbara Brash, Bob Waunch

(05:38) EXECUTIVE SESSION;

Chair Robert continued to have issues with his ZOOM connection. Michael polled the Commissioners as to how long they felt the Executive Session should last....Robert was then able to connect and after further discussion, it was decided to break for executive session until 5:40—the public was invited to return to the meeting at 5:40.

(14:36) GENERAL SESSION:

Robert reviewed the history of the Executive Directory search process from the hiring of Prothman to our present day and time.

Mia moved to authorize Chair Robert to negotiate with Chip Long for the position of Executive Director for the Port of Orcas within the advertised salary range and benefits. Jason seconded the motion. There were no comments or discussion from the Commissioners. Robert called for the vote. 4 Yea and Michael Abstained. Robert explained the results of his negotiations with Chip will be presented at our next meeting June 24 at which the Commission will decide whether a hiring will take place.

(19:40) Reimbursement of Travel expenses for the Candidates: Robert moved we reimburse Candidate Rich at \$2,306.07 for his travel expense receipts. Michael seconded. Mia thought \$2,000 should be the limit. Motion passed with 3 Yea with Mia and Jason No.

PUBLIC COMMENT;

Bob Waunch praised the hiring process and the decision to negotiate with Chip for the job.

Robert thanked Alan Baker who was attending by ZOOM to thank him for his participation as a Candidate for the Executive Director position. Robert also expressed the Port's condolences (especially to Bob Waunch) regarding the recent passing of Bill Anders.

Mia wanted to say that the fact that Chip already had housing on Orcas Island had nothing to do with the Commissions decision to pursue his hiring.

(26:26) Robert adjourned the meeting at 5:53

Respectfully Submitted,

Michael Triplett, Secretary

Note; there are time stamps inserted throughout these Minutes to reference the reader to the recorded minutes which are also available on the Port of Orcas website.

DATE: **6/24/24**

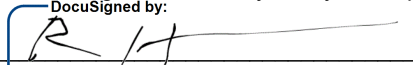
PAYROLL WORKSHEET

June 2024

Port of Orcas

RATE	EMPLOYEE NAME	EMPLOYEE NUMBER	FUND #	BARS	L&I	REG HRS	AMOUNT DUE	multiple line total per employee
161.00	Jason Laursen	LAU672	6723.00.	546.10.10.2001	5306-07	1	\$161.00	
161.00	Michael Triplett	TRI150	6723.00.	546.10.10.2001	5306-07	2	\$322.00	
161.00	Mia Kartiganer	KAR100	6723.00.	546.10.10.2001	5306-07	2	\$322.00	
161.00	Robert Hamilton	HAM300	6723.00.	546.10.10.2001	5306-07	2	\$322.00	
161.00	Annalies Schuh	TBD	6723.00.	546.10.10.2001	5306-07	0	\$0.00	
40.00	Chip Long	LON672	6723.00.	546.10.10.2002	5306-07	176	\$7,040.00	
53.85	Kimberley Kimple	KIM250	6723.00.	546.10.10.2002	5306-07	46	\$2,477.13	
	Kimberley Kimple	KIM250	6723.00.	546.10.10.2002	N/A	0		PTO-Sick
28.44	James Reid	REI200	6723.00.	546.10.10.2003	4201-02	108	\$3,071.52	
	James Reid	REI200	6723.00.	546.10.10.2003	N/A	11.2	\$318.52	PTO-Holiday
	James Reid	REI200	6723.00.	546.10.10.2003	N/A	0	\$0.00	PTO-Sick
420.00	James Reid	REI200	6723.00.	546.10.20.0005	N/A	x	\$420.00	\$3,810.04 Medical
TOTALS						348.20	\$14,454.17	

I, the undersigned, do hereby certify under penalty of perjury that the claim is a just, due and unpaid obligation against the Port of Orcas, and that I am authorized to certify to said claim.

DocuSigned by:

 Signed 6F9CF742D9FE415...

Auditing Officer
 Title

I, 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, and that the claim is a just, due and unpaid obligation against San Juan County, and that I am authorized to authenticate and certify to said claim.

 Signed

 Chairman

 Date

CLAIMS PAYMENT REQUEST

DISTRICT: PORT OF ORCAS

FUND # 6723

Page 1 of 3

DATE: 2-Jul-24

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$31,196.93

I do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is just, due, and unpaid obligation against the district. I am authorized to authenticate and certify to these claims. Materials backing up these claims will be retained by the district according to state law and are available to the public on request.

DocuSigned by:



7/2/2024

Signed as Auditing Officer

Date

Signed as Chairman / Commissioner

Date

Board Authorization

As the duly elected board for this district we have reviewed the claims attached (including original backup materials) totaling \$ 31,196.93 for the period ending July 2, 2024 We approve payment with our signatures below.

Commissioner

Date

Commissioner

Date

Commissioner

Date

Commissioner

Date

aplNAVnn
07/02/2024 4:02:32AM

Invoice Accounting Report by Vendor Name
San Juan County

Page: 1

Vendor Number: chm100 **Name:** CSD ATTORNEYS AT LAW

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
123463	1	Legal - General	E 6723.00.546.10.41.0005	608.00	in
123464	1	Legal - Handar tenant	E 6723.00.546.10.41.0005	2,321.00	in
123465	1	Legal - TTF	E 6723.00.546.10.41.0005	3,971.00	in
Vendor Total:				6,900.00	

Vendor Number: qua101 **Name:** GUARDIAN SECURITY SYSTEMS, INC

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
1495293	1	Security Q3	E 6723.00.546.10.41.0003	96.72	in

Vendor Number: isl730 **Name:** ISLAND HARDWARE & SUPPLY

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
40846	1	Building maintenance	E 6723.00.546.20.31.0009	15.58	in

Vendor Number: mid002 **Name:** MIDNIGHT VENTURE

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
20240630	1	Janitorial	E 6723.00.546.20.41.0001	965.51	in
	2	Tax - Janitorial	E 6723.00.546.20.41.0001	81.10	in
	3	Landscaping	E 6723.00.546.20.48.0006	263.13	in
	4	Tax - Landscaping	E 6723.00.546.20.48.0006	22.10	in
Vendor Total:				1,331.84	

Vendor Number: are200 **Name:** PROTHMAN COMPANY

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
2024-8622	1	Professional services - Hiring	E 6723.00.546.10.41.0006	5,833.34	in
2024-8653	1	Professional services - Hiring	E 6723.00.546.10.41.0006	3,160.50	in
2024-8660	1	Professional services - hiring	E 6723.00.546.10.41.0006	5,833.33	in
2024-8700	1	Professional services - hiring	E 6723.00.546.10.41.0006	5,833.33	in
2024-8710	1	Professional services - hiring	E 6723.00.546.10.41.0006	1,472.62	in

Page: 1

aplAVnn
07/02/2024 4:02:32AM

Invoice Accounting Report by Vendor Name
San Juan County

Vendor Total: 22,133.12

Vendor Number: san180 Name: SAN JUAN COUNTY

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
03889	1	Q2 Accounting services	E 6723.00.546.10.41.0001	719.67	in

Grand Total: 31,196.93

CLAIMS PAYMENT REQUEST

DISTRICT: PORT OF ORCAS

FUND # 6723

Page 1 of 3

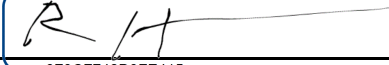
DATE: 16-Jul-24

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$25,047.53

I do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is just, due, and unpaid obligation against the district. I am authorized to authenticate and certify to these claims. Materials backing up these claims will be retained by the district according to state law and are available to the public on request.

DocuSigned by:



7/16/2024

Signed as Auditing Officer

Date

Signed as Chairman / Commissioner

Date

Board Authorization

As the duly elected board for this district we have reviewed the claims attached (including original backup materials) totaling \$ 25,047.53 for the period ending July 16, 2024 We approve payment with our signatures below.

Commissioner

Date

Commissioner

Date

Commissioner

Date

Commissioner

Date

Invoice Accounting Report by Vendor Name
San Juan County

Vendor Number: bak672 **Name:** BAKER, ALAN

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
202406	1	Travel reimbursement - Executive search	E 6723.00.546.30.43.0001	608.34	in

Vendor Number: are200 **Name:** PROTHMAN COMPANY

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
2024-8622-8710	1	Professional services - Executive search	E 6723.00.546.10.41.0006	22,133.12	in

Vendor Number: sew672 **Name:** SEWELL, RICHARD

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
202406	1	Travel reimbursement - Executive search	E 6723.00.546.30.43.0001	2,306.07	in

Grand Total: 25,047.53
\$2,9



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Manager's Report 7/22

1. AWOS - Contract with AVCOM signed, FAA verification in process
2. Fuel - Essential Only messaging effective, usage monitored daily, delivery scheduled 7/30, on track to not run out...
3. PAPI - Fabricated Baffles Arrived, Contractor installation and FAA Flight Check being scheduled
4. ESWD District/Port Draft - Reviewed with no comment, forwarding on
5. Eastside Hangar Drainage - CSD memo received, editing before discussion
6. Westside Hangar Development - No update
7. FedEx - Shipping container Tuesday, lease agreement being modified

FUND: 6721.00 PORT OF ORCAS

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	BEGINNING CASH BALANCE			745,990.42	
310	TAXES	3,715.19			
320	LICENSES AND PERMITS				
330	INTERGOVERNMENTAL REVENUE	35.61			
340	CHARGES FOR GOODS AND SERVICES				
360	MISCELLANEOUS REVENUES				
380	NONREVENUES				
390	OTHER FINANCING SOURCES				
	TOTAL RECEIPTS		3,750.80		
580	NONEXPENDITURES				
	TOTAL DISBURSEMENTS		0.00		
101	ENDING CASH BALANCE				749,741.22
				GL ENDING CASH BALANCE	749,741.22
				NET VARIANCE	0.00
241	PRIOR BONDS OUTSTANDING (BEGINNING BALANCE)			0.00	
	BONDS PAID	0.00			
	BONDS ISSUED	0.00			
	NET CHANGE		0.00		
241	BONDS OUTSTANDING (ENDING BALANCE)				0.00
151	BEGINNING INVESTMENT BALANCE			0.00	
	INVESTMENTS ACQUIRED	0.00			
	INVESTMENTS LIQUIDATED	0.00			
151	ENDING INVESTMENT BALANCE				0.00

FUND: 6723.00 PORT OF ORCAS - AIRPORT OPERATIONS

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	BEGINNING CASH BALANCE			129,491.76	
212	SALARY PAYABLE	11,695.81			
231	OTHER ACCRUED LIABILITIES	4,513.43			
320	LICENSES AND PERMITS	193.40			
330	INTERGOVERNMENTAL REVENUE				
340	CHARGES FOR GOODS AND SERVICES	17,517.44			
360	MISCELLANEOUS REVENUES	19,622.56			
380	NONREVENUES	6,104.88			
390	OTHER FINANCING SOURCES				
	TOTAL RECEIPTS		59,647.52		
212	SALARY PAYABLE	11,695.81			
231	OTHER ACCRUED LIABILITIES	4,513.43			
540	TRANSPORTATION	21,417.78			
590	DEBT SERVICE AND OTHER				
	TOTAL DISBURSEMENTS		37,627.02		
101	ENDING CASH BALANCE				151,512.26
				GL ENDING CASH BALANCE	151,512.26
				NET VARIANCE	0.00
241	PRIOR BONDS OUTSTANDING (BEGINNING BALANCE)			0.00	
	BONDS PAID	0.00			
	BONDS ISSUED	0.00			
	NET CHANGE		0.00		
241	BONDS OUTSTANDING (ENDING BALANCE)				0.00
151	BEGINNING INVESTMENT BALANCE			895,000.00	
	INVESTMENTS ACQUIRED	0.00			
	INVESTMENTS LIQUIDATED	0.00			
151	ENDING INVESTMENT BALANCE				895,000.00

FUND: 6727.00 PORT OF ORCAS CAPITAL PROJECTS

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	BEGINNING CASH BALANCE			64,790.69	
310	TAXES				
360	MISCELLANEOUS REVENUES				
380	NONREVENUES	105.49			
	TOTAL RECEIPTS		105.49		
590	DEBT SERVICE AND OTHER	3,314.50			
	TOTAL DISBURSEMENTS		3,314.50		
101	ENDING CASH BALANCE				61,581.68
				GL ENDING CASH BALANCE	61,581.68
				NET VARIANCE	0.00
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241	PRIOR BONDS OUTSTANDING (BEGINNING BALANCE)			0.00	
	BONDS PAID	0.00			
	BONDS ISSUED	0.00			
	NET CHANGE		0.00		
241	BONDS OUTSTANDING (ENDING BALANCE)				0.00
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151	BEGINNING INVESTMENT BALANCE			25,000.00	
	INVESTMENTS ACQUIRED	0.00			
	INVESTMENTS LIQUIDATED	0.00			
151	ENDING INVESTMENT BALANCE				25,000.00