



Meeting in-person and online

147 Schoen Lane POB 53
Eastsound, WA 98245-0053
360.376.5285

orcasairport@rockisland.com
www.portoforcas.com

MEETING AGENDA

July 24th, 2023, 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=VkhBWVl5QUt6NTNGMWRkVzVuUDhsQT09>

Meeting ID: 829 5004 0879

Passcode: KORS

Dial: (253) 215-8782

One tap mobile

+12532158782,,82950040879#,,,,*522532# US (Tacoma)

CALL TO ORDER

AGENDA AMENDMENTS

PUBLIC ACCESS

MONTHLY BUSINESS

1. Previous Minutes
 - a. 06/26/2023
 - b. 07/17/2023

2. Approval of Vouchers
 - a. 06/23/2023 Payroll \$15,086.12
 - b. 06/27/2023 Port Operations \$3,548.10
 - c. 06/27/2023 Port Capital \$106,885.69
 - d. 07/11/2023 Port Operations \$12,804.63
 - e. 07/11/2023 Port Capital \$4,200.00

MONTHLY REPORTS

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

OLD BUSINESS

1. Commissioner Planning Session Update

NEW BUSINESS

1. Establish 2024 Budget Committee
2. Airport Noise Mitigation

PUBLIC ACCESS

ADJOURNMENT.

NEXT MEETING: Regular Meeting, Monday August 28th, 2023, at 5:00 p.m.

**PORT OF ORCAS
REGULAR MEETING MINUTES
JUNE 26, 2023**

Page 1 of 3

Commissioners Present: Robert Hamilton, Michael Triplett, Mia Kartiganer, Jason Laursen, Bea vonTobel

Staff Present: Kim Kimple

Guests Present: Ed Addicks, Chip (?), Rick Fant, Bob Waunch, Eric Gourley, Pierrette Guimon, Sadie Bailey, Margaret Payne, Robert White, Bob Phalan, et al not verified

CALL TO ORDER

Chair Robert Hamilton called the zoom and in-person meeting to order at 5:00pm, noting a quorum present.

AGENDA AMENDMENTS

Robert noted that he would be virtually present for the July meeting, as he would be attending Oshkosh; Mia added that she would also be virtual due to family business in Seattle. Jason was prevailed upon to chair the next regular meeting.

PUBLIC ACCESS

None at this time.

MONTHLY BUSINESS

1. Approval of Previous Minutes

Michael moved, Jason seconded approval of draft minutes of April 24, 2023 and May 22, 2023, and the motion passed unanimously.

2. Approval of Vouchers

Michael moved, Mia seconded approval of items a. and b. as submitted, and the motion was approved unanimously.

a. 05/25/2023 Payroll \$15,198.12

b. 06/13/2023 Port Operations \$3,998.15

MONTHLY REPORTS

1. Manager's Report

Expanding on the report posted earlier on the website, the manager added that a cost of \$75K was anticipated for removal of the biplane hangar, and awaited authorization for signing of said contract. Questions about fencing and roofing were answered.

PAPI equipment has arrived and been installed with some items still awaiting arrival in the coming week. Calibration and flight checks will be completed next.

Noxious weeds on the south end were removed by James, Michael and Kim, but westside work has not yet been scheduled.

The LWV will host a candidate forum on July 12.

A single federal audit is scheduled for a time prior to the 6/30/23 deadline.

2. Financial Reports

These have been posted online, reviewed and accepted as presented.

Page 2 of 3

OLD BUSINESS**1. Deer Harbor Dock---DHYC**

Margaret Payne and Robert Smith were present to continue to discuss a partnership with the port which would enable it to 'get its feet wet' by helping financially support the DHYC in its goal to rebuild the dock. Noting that the plans were ready to go to permitting, the estimate was for a \$500K cost to complete the project, with a \$125K match from the port requested. After a discussion concerning use, access, in-kind matching, Port vision of the future, it was concluded that, at the moment, an approach to SJCPW might provide a better avenue. The DHYC representatives were complimented on the great amount of research and work done to date to bring this project to the port and perhaps other entities.

2. Eastsound Sewer and Water Use of Port Property for Tank Storage Update

The airport manager reported that ESW had found an alternative storage solution.

3. Authorization to Sign Bi-Plane Hangar Removal Contract

Michael moved, Jason seconded the airport manager be granted authorization to sign a contract with Boss Construction to cover 90% of a \$75K contract containing final legal language to proceed with the demolition of the biplane hangar, to be completed by November 30, 2023, and the motion was passed unanimously.

4. Candidate Forum

It was agreed by consensus that the candidate forum would be announced as a public meeting, which would allow all commissioners to attend, with the caveats that no business would be undertaken and that commissioners not sit together, with any further clarifications to be passed by WPPA before publishing.

NEW BUSINESS**1. Fuel Issue Discussion**

After a reiteration of the problem, possible solutions, port liabilities and costs involved, Robert moved that Kim be authorized to spend up to \$17K to get rid of fuel remaining in the tank and the motion passed 4-1, with a negative vote from Bea.

Robert then moved that Kim be authorized to sell any fuel legally if possible, and the motion passed unanimously.

Kim asked that any other creative and legally-accomplishable ideas be forwarded to her.

2. Resolution 2023 06 26 to Accept Grant Offer 3-53-0023-2023a

This resolution, dealing with the Westside Development Study, Airport Layout Plan Update and Floodplain Analysis, was unanimously adopted.

3. Greenhouse Gas Policy and Adoption of Resolution 2023 06 26b Greenhouse Gas Reduction Policy for the Port of Orcas

The Port of Orcas Greenhouse Gas Reduction Policy, Exhibit A, and the Resolution which contains the Policy, were unanimously adopted.

4. Priority Planning Meeting

Robert suggested that two planning meeting be scheduled so that commissioners could discuss both individual priorities for the port and begin the process of forward motion of the port as an entity. The public will not be solicited for comment during this planning session, and any action(s) would be formalized at succeeding meetings. The community was invited to contact individual commissioners to voice opinions for future port endeavors/directions. A planning meeting was scheduled for July 17, 4:30-7:30pm, and an announcement will follow.

PUBLIC ACCESS

Rick Fant complimented the port on seeking a water access; seconding the idea of disposing of current petrol in the tank; developing an in-house 5-year plan outside the current master plan. Bob Waunch commented on the sound quality of the 'owl' during zoom meetings, seconded Rick's idea of fuel solutions; asked whether westside prep was prior to constructing hangars. Bob Phalan apologized for not being zoom-present at the last meeting.

NEXT MEETING/ADJOURNMENT

The next regular meeting was scheduled for 5:00pm July 24, 2023, in-person and zoom in the port conference room. A planning meeting is scheduled for 4:30-7:30pm July 17, 2023 in the port conference room.

The meeting was adjourned at 7:07pm.

Respectfully submitted,

Bea vonTobel, Secretary

DRAFT

**PORT OF ORCAS
SPECIAL MEETING SUMMARY NOTES
JULY 17, 2023**

Page 1 of 1

Commissioners Present: Robert Hamilton, Michael Triplett, Jason Laursen, Mia Kartiganer (zoom),
Bea vonTobel

Staff Present: Kim Kimple

Guests Present: Lora York, Anna (?), Roni, Bob Phalen, Rick Fant, Eric Gourley, Richard Clark, et al
not verified

CALL TO ORDER; CONFIRMATION OF QUORUM

Chair Robert Hamilton called the special meeting to order at 4:33pm, noting a quorum.

PLANNING SESSION

Chair Hamilton presented a 6-slide Powerpoint presentation which outlined the purpose, assumptions, meeting structure and public input parameters for the meeting, which is attached to these notes.

He summarized the presentation to emphasize that the meeting is predominately a listening session to gather from commissioners their assignment of bringing forward individual ideas of the port's needs and priorities as seen by each commissioner. These ideas would begin to constitute short and long-term strategies and budgets for the coming terms. Further, as the port has been through administrative changes several times in the past several years, the port needs to go from a reactive status to a stable path forward.

He then asked each commissioner in turn to speak of their short- and long-term goals, constraints, funding, community input solicited, etc.

The airport manager was also asked to provide input, as she would be the person to execute any future plans, procedures and goals.

The pages following are a compilation of those contributions, noted in brief form and without additional comments.

It is noted that these are ideas and comments which the commissioners have considered important to the future of the Port of Orcas, that some may have priority over others, but that no decisions in the form of action or motionable statements were made at this meeting.

No business as such was conducted at this meeting.

The chair noted that each commissioner can be contacted via email, phone or in person by members of the public, and were encouraged to do so.

NEXT MEETING AND ADJOURNMENT

The next meeting is the regular monthly meeting, scheduled for in-person and zoom on Monday, July 24, 2023 at 5:00pm in the port conference room.

The meeting was adjourned at 6:46pm.

Respectfully submitted,

Bea vonTobel, Secretary

NOTICE: These notes are individual ideas, not official airport plans

NOTES SHORT TERM

To respond to list of questions from the LWV Candidate Forum. Be proactive on community issues and questions.

- Regular Press Releases
- Generate additional revenue stream
 - But limited by space
- Storm water mitigation
 - We are dumping ground, both for quantity and quality of water
 - We know where the water is coming from 200-500 acres (county has map)
 - Must be County+Port solution
 - Possibility of ecological oversight (Dep of Ecology and/or EPA and/or Corp of Engineers and/or Fish and Wildlife)
- We have Port documents that need updating
 - Operations Manual
 - Emergencies
 - Fuel
 - Grounds
 - Airport Aid (lights, PAPI, etc.) maintenance
- Should be looking for additional property that serves the public
 - Economy of the island
 - Airport revenue
 - Business incubators
 - Industrial and retail
 - Encourage commerce on the island
- ORCAS sign for the roof (99 style marking on the roof)
- Make sure our buildings have needed maintenance and re-construction
- Update noise abatement procedures
- More parking spaces
- Need a schematic layout of the area South of the terminal (fences, power stations, etc.) to make sure we build with continuity
- Truck with a plow
- Parking fee collection system for both cars and airplanes
- Electric golf cart
- Build hangars
- Why we want to build hangars
- Participate in helping build housing. Help build good economy.
- Participate in GMA. Advocate small houses ADUs.
- Similar to Port Townsend
- Build additional revenue streams
- New terminal
- Access to marine sites, marine ports, help with island transportation, both inter-island and intra-island
- Multimodal transportation, with additional public or private parking

NOTICE: These notes are individual ideas, not official airport plans

- Conversations between the Port and Department of County Works
- Increase revenue sources
- New hangars should focus on commercial, including maintenance hangars
- New pilot lounge
 - Couches and chairs
 - Books and resources
 - Kitchen maybe
- Switch all runway lights to LED
- Make sure we are using bi-partisan infrastructure funds well and efficiently.
 - Others doing fencing and tarmac projects
 - Not what is in current Plan
 - \$2M is available now, \$5M total
 - Need a plan!!
 - We have many projects, let's get them planned
- Continue wastewater study
- Continue to reach out to purchase nearby properties
- Long term Management of airport, takes time to learn, housing would help
- Resolve water drainage issues for future 20 years
- Add hangars, adding revenue
- Determine other revenue sources for the airport for long term viability
- Turn former Vierthaler property into long staff housing
- Purchase Brandts Landing (and Smugglers?) and consolidate marine and airports.
 - Include turning waterfront park
- Develop NW corner into solar farm. FAA will fund with grant.
- Develop old dog park as car parking for airport and general use. Revenue source.

ISSUES

- School District is losing students
- Density in the Overlay
- Runway should be longer, extending into the north end.
- Raising north end of runway will increase the berm at the north end.
- We have an FAA Plan that is not feasible.
- Is an Airport Special Designation still possible?
- Airplanes crossing runways for west side hangars. Is SE corner better?
- Housing is a direct problem for the airport in hiring.
- Reactive nature of running airport. Manager needs time to get organized and effective.
 - Maybe help on operational staffing

DISCUSSION

- How do get plans organized to spend BIL
 - Do we need to use more consultants?

NOTICE: These notes are individual ideas, not official airport plans

- We will need to worry about contractor availability
- We could target, for now, smaller obvious projects like fencing
 - Putting in new parking
 - Does truck qualify?
 - Maintenance shed
- If any hangars become available, we may want to buy
- We will probably have 5% expenses for grants? 5% and 20% Matching

IDEAS TO CONTINUE

- Match items with budget
- Focus on one top priority at a time
- Can we hire a local Planning Person?
- Would an Admin Assistant help?
- Kim would like to focus on understanding these sources.
- We could build airport housing on “Larson” property

AIRPORT MANAGER INPUT

- Start looking at 2024 budget so we’re not rushed. Maybe form a budget committee. Due first Monday in October.
 - Suggest committee of Robert and Mia
- Perhaps do a budget adjustment? But probably too late.
- Need someone to understand the AIP and BIL money.
- We should seek more community input
- Budget for an administrative assistant, so Kim can plan
- Is there room in the budget?

FUNDING SOURCES

- \$1M FAA yearly
- BIL Money, \$1M per year for five years
- FAA.GOV/BIL/FAQ has details and what awards are

DATE: 6/23/23

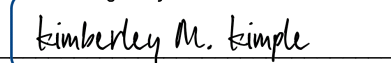
PAYROLL WORKSHEET

JUNE 2023

Port of Orcas

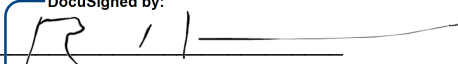
RATE	EMPLOYEE NAME	EMPLOYEE NUMBER	FUND #	BARS	L&I	REG HRS	AMOUNT DUE	multiple line total per employee
128.00	Jason Laursen	LAU672	6723.00	546.10.10.2001	5306-07	0	\$285.00	
128.00	Michael Triplett	TRI150	6723.00	546.10.10.2001	5306-07	0	\$285.00	
128.00	Bea vonTobel	VON100	6723.00	546.10.10.2001	5306-07	0	\$285.00	
128.00	Robert Hamilton	HAM300	6723.00	546.10.10.2001	5306-07	0	\$285.00	
128.00	Mia Kartiganer	KAR100	6723.00	546.10.10.2001	5306-07	0	\$285.00	
8916.67	Kimberley Kimple	KIM250	6723.00	546.10.10.2002	5306-07	144	\$8,916.67	
	Kimberley Kimple	KIM250	6723.00	546.10.10.2002	N/A	16		PTO-Holiday
	Kimberley Kimple	KIM250	6723.00	546.10.10.2002	N/A	6		PTO-Sick
	Kimberley Kimple	KIM250	6723.00	546.10.20.0005	N/A	x	\$535.14	\$9,451.81 Medical
60.00	Jeannie Frank Sharpe	SHA125	6723.00	546.10.10.2002	5306-07	0	\$0.00	
27.17	James Reid	REI200	6723.00	546.10.10.2003	4201-02	132	\$3,586.44	
	James Reid	REI200	6723.00	546.10.10.2003	N/A	11.2	\$304.30	PTO-Holiday
	James Reid	REI200	6723.00	546.10.10.2003	N/A	0	\$0.00	PTO-Sick
318.57	James Reid	REI200	6723.00	546.10.20.0005	N/A	x	\$318.57	\$4,209.31 Medical
TOTALS						309.20	\$15,086.12	

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 _____
 A631AA92B315424...

Port Manager
 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.

DocuSigned by:

 Signed _____
 923F8FD357254A3...

Chairman

Date

aplNAVnn
06/27/2023 9:59:59AM

Invoice Accounting Report by Vendor Name

San Juan County

Page: 1

Vendor Number: cen657 Name: CENTURYLINK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
300515092	1	Phone 6/6/2023	E 6723.00.546.10.42.0020	247.68	in

Vendor Number: chm100 Name: CSD ATTORNEYS AT LAW

Invoice Number	Line No	Line Description	Account Number	Amount	Type
117154	1	Port tank	E 6723.00.546.10.41.0005	706.00	in

Vendor Number: eas350 Name: EASTSOUND WATER USERS ASSN

Invoice Number	Line No	Line Description	Account Number	Amount	Type
10831.01	1	4/30 - 6/1	E 6723.00.546.10.47.0001	87.10	in
10832.01	1	Water 5/1 - 6/1	E 6723.00.546.10.47.0001	102.74	in
10833.01	1	Water 5/1-6/1	E 6723.00.546.10.47.0001	61.51	in
Vendor Total :				251.35	

Vendor Number: qua101 Name: GUARDIAN SECURITY SYSTEMS, INC

Invoice Number	Line No	Line Description	Account Number	Amount	Type
1366930	1	Alarm monitoring 7/1 - 9/30	E 6723.00.546.10.41.0003	92.92	in

Vendor Number: isl730 Name: ISLAND HARDWARE & SUPPLY

Invoice Number	Line No	Line Description	Account Number	Amount	Type
40846	1	Road maintenance	E 6723.00.546.20.31.0010	190.55	in
	2	Janitorial supplies	E 6723.00.546.10.31.0004	58.98	in
Vendor Total :				249.53	

Vendor Number: mid002 Name: MIDNIGHT VENTURE

Invoice Number	Line No	Line Description	Account Number	Amount	Type
202306	1	Janitorial	E 6723.00.546.20.41.0001	965.51	in
	2	Tax - Janitorial	E 6723.00.546.20.41.0001	80.14	in

Page: 1

apInAVnn
06/27/2023 9:59:59AM

Invoice Accounting Report by Vendor Name
San Juan County

Page: 2

3 Landscaping	E	6723.00.546.20.48.0006	263.13 in
4 Tsx - Landscaping	E	6723.00.546.20.48.0006	21.84 in
Vendor Total:			<u>1,330.62</u>

Vendor Number: sta065

Name: STARR E XCAVATION & ORCAS

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
121597	1	Sanican 5/18	E 6723.00.546.10.47.0005	70.00	in

Vendor Number: was290

Name: WA PUBLIC PORTS ASSN

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
2023	1	2023 Annual membership dues	E 6723.00.546.30.49.0010	600.00	in

Grand Total: 3,548.10

Page: 2

CLAIMS PAYMENT REQUEST

DISTRICT: PORT OF ORCAS

FUND # 6727

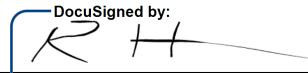
Page 1 of 2

DATE: 27-Jun-23

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$106,885.69

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:

Signed as Auditing Officer Date 6/27/2023

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 \$ 106,885.69 for the period ending June 27, 2023 We approve payment with our signatures below.

Commissioner Date

Commissioner Date

Commissioner Date

Commissioner Date

apInAVnn
06/27/2023 8:33:24AM

Invoice Accounting Report by Vendor Name

San Juan County

Page: 1

Vendor Number: ard657 **Name:** ARDURRA GROUP, INC.

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
220463	1	3-53-0023-021-2022 Bi-Plane removal	E 6727.00.594.46.61.0001	4,185.00	in

Vendor Number: wet925 **Name:** WETLAND RESOURCES INC

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
22154-0023	1	Wetland monitorina	E 6727.00.594.46.61.0001	300.00	in

Vendor Number: whp100 **Name:** WHPACIFIC, INC.

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
317383	1	3-53-0023-021-2022 Drainage	E 6727.00.594.46.61.0001	50,133.20	in
320691	1	3-53-0023-021-2022 BiPlane	E 6727.00.594.46.61.0001	1,882.50	in
327897	1	3-53-0023-018-2021 34 PAPI	E 6727.00.594.46.61.0001	3,519.25	in
329224	1	3-53-0023-021-2022 Drainage	E 6727.00.594.46.61.0001	35,067.98	in
330972	1	3-53-0023-021-2022 BiPlane	E 6727.00.594.46.61.0001	1,431.00	in
330975	1	3-53-0023-018-2021 PAPI 34	E 6727.00.594.46.61.0001	915.00	in
333609	1	3-53-0023-021-2022 Drainage	E 6727.00.594.46.61.0001	6,902.76	in
335131	1	3-53-0023-018-2021 34 PAPI	E 6727.00.594.46.61.0001	2,549.00	in

Vendor Total: 102,400.69

Grand Total: 106,885.69

Page: 1

CLAIMS PAYMENT REQUEST

DISTRICT: PORT OF ORCAS

FUND # 6723

Page 1 of 7

DATE: 11-Jul-23

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$12,804.63

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:  7/11/2023
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 \$ 12,804.63 for the period ending July 11, 2023 We approve payment with our signatures below.

Commissioner Date

Commissioner Date

Commissioner Date

Commissioner Date

apInAVnn
07/11/2023 9:40:25AM

Invoice Accounting Report by Vendor Name

San Juan County

Page: 1

Vendor Number: all244 Name: ALLIANT INSURANCE SVCS., INC.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ORCAS00-01	1	Storage tank insurance 23-24	E 6723.00.546.10.46.0003	1,159.00	in

Vendor Number: isl144 Name: ISLAND PETROLEUM SERVICES

Invoice Number	Line No	Line Description	Account Number	Amount	Type
PortofOrcas	1	Fuel - June	E 6723.00.546.10.32.0001	102.23	in

Vendor Number: nor672 Name: NORTHWEST TANK & ENVIRONMENTAL SERVICE

Invoice Number	Line No	Line Description	Account Number	Amount	Type
105713	1	Fuel tank test	E 6723.00.546.10.32.0000	4,727.20	in

Vendor Number: orc830 Name: OPALCO

Invoice Number	Line No	Line Description	Account Number	Amount	Type
2493001	1	6/30/2023	E 6723.00.546.10.47.0002	488.70	in
2493003	1	06/30/23	E 6723.00.546.10.47.0002	121.29	in
2493007	1	06/30/2023	E 6723.00.546.10.47.0002	53.51	in
2493008	1	06/30/2023	E 6723.00.546.10.47.0002	55.32	in
2493009	1	6/30/23	E 6723.00.546.10.47.0002	56.36	in
2493010	1	06/30/23	E 6723.00.546.10.47.0002	54.16	in
2493011	1	06/30/2023	E 6723.00.546.10.47.0002	216.33	in

Vendor Total: 1,045.67

Vendor Number: pre144 Name: PRECISION APPROACH ENGINEERING

Invoice Number	Line No	Line Description	Account Number	Amount	Type
5941	1	Consultant - State of the Airport	E 6723.00.546.10.41.0006	4,982.53	in

Vendor Number: roc201 Name: ROCK ISLAND COMMUNICATIONS INC

Invoice Number	Line No	Line Description	Account Number	Amount	Type
----------------	---------	------------------	----------------	--------	------

Page: 1

aplAVnn
07/11/2023 9:40:25AM

Invoice Accounting Report by Vendor Name
San Juan County

Page: 2

2976 1 internet 6/25 - 7/24 E 6723.00.546.10.42.0030 129.95 in

Vendor Number: rsi144 Name: RSINET, LLC

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
7399	1	AWOS Q2	E 6723.00.546.20.41.0002	180.00	in

Vendor Number: san275 Name: SAN JUAN SANITATION, INC

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
2905665-SJ	1	Trash - June	E 6723.00.546.10.47.0004	217.57	in

Vendor Number: off003 Name: THE OFFICE CUPBOARD

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
5285	1	Janitorial supplies	E 6723.00.546.10.31.0004	260.48	in

Grand Total: 12,804.63

Page: 2

CLAIMS PAYMENT REQUEST

DISTRICT: PORT OF ORCAS

FUND # 6727


Page 1 of 2

DATE: 11-Jul-23

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$4,200.00

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:


7/11/2023

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 \$ 4,200.00 for the period ending July 11, 2023 We approve payment with our signatures below.

Commissioner

Date

Commissioner

Date

Commissioner

Date

Commissioner

Date

apInAVnn
07/11/2023 9:16:02AM

Invoice Accounting Report by Vendor Name
San Juan County

Vendor Number: avi001 Name: THE AVIATION PLANNING GROUP

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
ORS-0003	1	Grant# tbd (westside, floodplain)	E 6727.00.594.46.61.0001	4,200.00	in
				Grand Total:	<u>4,200.00</u>



JULY 2023 MANAGER'S REPORT

- 1. EV Charging Stations** – The Phase 2 Application for EV Charging has been submitted. At this time, we have no news on awards.
- 2. Bi-Plane Hangar** – The contract with Boss Construction has been signed, we are awaiting a timeline for project launch.
- 3. PAPI project** – The Runway 34 PAPI project is still in progress. An unexpected manufacturing error required the unit to be returned for resolution. Unknown eta on re-installation. Next steps will include calibration and an FAA flight check. The old units will remain operational until installation of the new units.
- 4. Wetland Maintenance** – The south end wetland areas have been clear of noxious weeds. There are a handful of volunteer willows growing that will be pulled. The SJC Youth Conservation Corps has completed some of the work and will return later this summer for more. Port staff will also continue to conduct work in accordance with goals.
- 5. Planning Grant** – The FAA planning grant agreement for the Floodplain Analysis and Westside Study/ALPU has been signed. We are awaiting an update on the Floodplain Analysis.
- 6. Commissioner Seats #3 and #5** – The two seats on the November ballot have candidates in both. The League of Women Voter's held a candidate forum on July 12th. This session was recorded for those who were unable to attend.
- 7. Annual Audit** – The 2022 Annual Audit has been completed and is available online.
- 8. 2023 Annual Fly-in** – The Fly-in is being held August 4th – 6th. If you are interested in volunteering reach out to the EAA.

