

Port of Kingston
2018 Public Records Request

PRR No.	Requestor	Text of Original Request	Date Received	First Response Due	Extension Letter Date	Clarification	3rd Party	Denial	Description/Number of Records Provided	Description of Records Redacted/Withheld	Reason/RCW for Redaction/Withholding	Date Record Provided	File Notes	File Closed
1-2018	SmartProcure	The specific information requested from your record keeping system is: 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, and address	1/8/2018	1/15/2018					1 Record - Excel Spreadsheet/list of requested vendors			1/12/2018	Acknowledgement Letter/Letter of Completion & Delivery of Responsive Records Sent	1/12/2018
2-2018	SmartProcure	The specific information requested from your record keeping system is: 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, and address	4/17/2018	4/24/2018					1 Record - Excel Spreadsheet/list of requested vendors			4/24/2018	Acknowledgement Letter/Letter of Completion & Delivery of Responsive Records Sent	4/24/2018
3-2018	Ron Karzmar	Please email me copies of the last two invoices for each delivery of gas and diesel to the storage tanks. TY	4/30/2018	5/7/2018					2 Records - Fuel Invoices from Feb 2018 and April 2018			4/30/2018	Acknowledgement Letter/Letter of Completion & Delivery of Responsive Records Sent	4/30/2018
4-2018	Michelle Kobuki	<ul style="list-style-type: none"> • I would like documents related to the stability of the bank on Washington Blvd., which includes documents related to the large maple tree (any arborist reports, any stability documents in regards to its removal) - it is near the plotted location of the new viewing deck. • I would like scanned copies as I am not in Kingston very often. 	5/10/2018	5/17/2018					No Responsive Records Found			Response Letter sent 5/11/2018	Acknowledgement Letter/Letter of Completion Sent	5/11/2018
5-2018	Caitlin Royle (Port of Seattle)	Via telephone, the Port of Seattle is requesting operating agreements, information about funding (through grants or otherwise), and information on any major renovations in reference to the Port of Kingston Boat Launch and the Port of Kingston Fishing Pier.	6/14/2018	6/21/2018					6 records, Agreements from IAC, DNR, and Fish & Wildlife			7/11/2018	Completion Letter Sent	7/11/2018
6-2018	Michael Klemetsrud	Copy of invoice for December 2017 for slip number C5, vessel belonging to David Martinson. Copy of live aboard agreement for vessel in slip number C5 dated January 2014	7/6/2018	7/17/2018					2 Records provided, one invoice and one live aboard agreement			7/6/2018	Completion Letter Sent	7/6/2018
7-2018	Megan Pollard	Arrest records or incident reports of Shaina M. Stewart (date of birth 12/24/94). A Suquamish police officer said he responded to alcohol-related incidents at Ms. Stewart's residence in the past and I would like more information about those incidents if available.	7/16/2018	7/23/2018					No Responsive Records Found			Response Letter sent 7/20/2018	Acknowledgement Letter/Letter of Completion	7/20/2018
8-2018	Jack Harmon	All documents related to the sale of passenger ferry Kingston Express.	7/24/2018	7/31/2018		7/30/2018			2 Records, Bill of Sale and Purchase and Sale Agreement of Kingston Express			7/30/2018	Completion Letter Sent	7/30/2018

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9-2018	SmartProcure	The specific information requested from your record keeping system is: 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, and address	8/16/2018	8/23/2018					1 Record - Excel Spreadsheet/list of requested vendors		8/22/2018	Acknowledgement Letter/Letter of Completion & Delivery of Responsive Records Sent	8/22/2018
10-2018	Robbie Records	"To whom it may concern. I would like any and all documentation regarding the vessel owned by a Randall Hanson that was sold by the port of Kingston to a Matthew Gilbert. Including bid information and documents of ownership."	10/1/2018	10/8/2018			10/8/2018						
11-2018	Ron Karzmar	"Hi, how many and who are interested in the executive position"	10/2/2018	10/9/2018				None	Names of people who applied for the ED position	Records exempt from disclosure under RCW 42.56.250(2)	Response Letter Sent 10/9/18	Completion Letter Sent	10/9/2018
12-2018	SmartProcure	The specific information requested from your record keeping system is: 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, and address	11/22/2018	11/30/2018					1 Record - Excel Spreadsheet/list of requested vendors		11/29/2018	Acknowledgement Letter/Letter of Completion & Delivery of Responsive Records Sent	1/29/2018