Port of Kingston
2018 Public Records Request

PRR No.	Requestor	Text of Original Request	Date Received	First Response Due	Estimated Time Letter	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
1-2019	Lynne Danielson	"Based on information presented at the Novemember 15, 2018 public hearing, I have attempted to locate the study performed upon which the new monthly parking fees were established. I have found the study completed regarding moorage charges, but none of them had any information on a study of monthly parking rates. Can you please direct me to the location of the final report on the website or provide me with the final report that resulted in a 59% increase in the monthly parking rate. I would prefer it be in electronic format. Thank you."	1/2/2019	1/9/2019						None - no responsive records, no study conducted, therefore no final report completed				Completion Letter Sent	1/9/2019
2-2019	Ron Karzmar	"Lacey, pls provide a list of records requests in the last 60 days thank you"	1/4/2019	1/11/2019						2 PRR Logs, 2018 and 2019			1/4/2019	Completion Letter Sent	1/4/2019
3-2019	Deborah MacKinnon	"The Kingston Historical Society is compiling an Arcadia "Images of America" book in Kingston. We're hoping you can email three photos in particular: 2 that appeared in your recent newsletter showing the installation of the clock and the lettering on the clock in Kiwanis Park plus 1 photo of the finest(a compelling photo would be good.) P.S. please send as 600+dp'c tiffs."	1/4/2019	1/11/2019	1/11/19 estimated 2/1/19					7 photos of finest and clock			1/17/2019		1/17/2019
4-2019	Haixiao Yu	"I am Haixiao Yu, a researcher from UW Supply Chain and Transportation Logistics Center. I would like to contact you to request some data of Port of Kingston in support of our research project about seaport resiliency to natural hazard. If available, we would like the following data: Port most recent annual traffic (number of vehicles and number of passengers); Port available infrastructures related to passenger cruise, such as workforce, berth information, number of parking space, etc."	1/7/2019	1/14/2019						None - no responsive records, not a commercial port				Completion email sent	1/7/2019
5-2019	SmartProcure	SmartProcure is submitting a public records request to the Port of Kingston for any and all purchasing records from 2018-11-15 (yyyy-mm-dd) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable. Please be advised that we are not seeking a list of individuals. We are only looking for purchasing information. 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"	3/4/2019	3/11/2019						1 record provided - vendor list			3/5/2019	Completion Letter Sent	3/5/2019
6-2019	Zero Waste Inc.	"Please provide me with copies of all invoices issued for DOG WASTE BAGS for the past 2 years. This item may also be listed as: Doggie Walk Bags, Pet Waste bags, Doggie Bags, etc."	2/26/2019	3/5/2019						6 Invoices			3/5/2019	Completeion Letter Sent	3/5/2019