



NOTICE OF SPECIAL MEETING

NOTICE IS HEREBY GIVEN that the Port Commission of the Port of Port Townsend will participate in an Intergovernmental Collaborative Group (ICG) Special Meeting. This Special Port Commission meeting will be held in-person and virtually. You can join the meeting at the link below.

Thursday, August 20, 2026 at 5:00 PM

Hosted by the Port of Port Townsend
355 Hudson Street, Port Townsend, Wa 98368

The meeting on **August 20** will include:

WELCOME (5 min) - Call to order & framing by Rotating Chair Pam Petranek, Port of Port Townsend

PUBLIC COMMENT PERIOD (10 min)

APPROVAL OF MINUTES: June 18, 2026

WORKSHOP AND POTENTIAL ACTION (90 mins) – ICG economic development framework (90 mins)

- a. Welcome and review of workshop items
- b. Introduction to polarity mapping
- c. Review of possible vision statements
- d. Discussion and feedback for vision statements
- e. Next steps

AGENCY ROUNDTABLE (10 min total)

Jurisdiction updates

- City of Port Townsend
- Jefferson County
- Jefferson County Public Utility District #1
- Port of Port Townsend

PUBLIC COMMENT PERIOD (5 min)

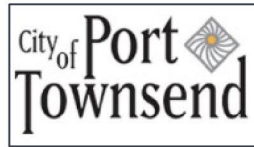
NEXT STEPS/FUTURE AGENDA ITEMS

ADJOURN (7:00 p.m)

Please let Joanna Sanders (joanna@portofpt.com) or Carolyn Galloway (carolyn@co.jefferson.wa.us) know if you have any questions about this meeting.

To join the meeting live, click on the link below and register: **Zoom Meeting:** <https://zoom.us/j/94250777040>

DATED: August 17, 2026



AGENDA Special Meeting

Intergovernmental Collaborative Group (ICG)

Jefferson County Board of County Commissioners, Port Townsend City Council, Port of Port Townsend, and Jefferson County Public Utility District #1

Thursday, August 20, 2026 at 5:00 p.m.

HYBRID MEETING: Virtual and in-person at 355 Hudson St. Port Townsend, WA 98368

You can join this meeting by using the following methods:

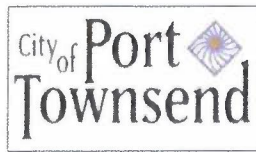
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| <ul style="list-style-type: none"> • Zoom Meeting: https://zoom.us/j/94250777040
This option will allow you to join the meeting live. Participation will be up to the Chair and/or Clerk of the meeting. |
| <ul style="list-style-type: none"> • Audio-only: Dial: 1-253-215-8782 and use Webinar ID: 942-5077-7040#
This option will allow you to listen to the meeting live. Participation will be up to the Chair and/or Clerk of the meeting. Access for the hearing impaired and others can be accommodated using Washington Relay Service at 1-800-833-6384. |
| <ul style="list-style-type: none"> • In-Person: You are welcome to join the meeting in-person |

In the event of technical difficulties, at least one of the methods above will be accessible to the public. Please try all methods first before emailing carolyn@co.jefferson.wa.us to report any issues.

SUBMITTING PUBLIC COMMENTS FOR THIS ICG MEETING: Elected officials and staff will have an opportunity to read and consider your comments before the meeting. Email your comments by noon the day before the meeting, using this dedicated email address: carolyn@co.jefferson.wa.us

To view meeting materials and any public comments received click here: www.co.jefferson.wa.us – Services – Laserfiche Web Portal (username and password is: public) – Board of Commissioners – Boards & Committees – Intergovernmental Collaborative Group – ICG 2026 – And then the month/date of meeting

- I. WELCOME (5 min)**
Call to order & framing by Rotating Chair Pam Petranek
- II. PUBLIC COMMENT PERIOD (10 min)**
- III. APPROVAL OF MINUTES: June 18, 2026**
- IV. WORKSHOP and POTENTIAL ACTION re: ICG economic development framework (90 min)**
 - a. Welcome and review of workshop items
 - b. Introduction to polarity mapping
 - c. Review of possible vision statements
 - d. Discussion and feedback for vision statements
 - e. Next steps
- V. AGENCY ROUNDTABLE – Jurisdiction Updates (10 min total)**
 - City of Port Townsend
 - Jefferson County
 - Jefferson County Public Utility District #1
 - Port of Port Townsend
- VI. PUBLIC COMMENT PERIOD (5 min)**
- VII. NEXT STEPS/FUTURE AGENDA ITEMS**
- VIII. ADJOURN (7:00 p.m.)**



DRAFT

MINUTES

Special Meeting of the Intergovernmental Collaborative Group (ICG)

Thursday, June 18, 2026 at 5:00 p.m.

Hybrid Meeting: 355 Hudson St. Port Townsend, WA 98368

ICG Members and staff present:

Jefferson County Board of Commissioners:

Commissioner Heidi Eisenhour, Commissioner Heather Dudley-Nollette

Staff present: County Administrator Josh Peters

Port Townsend City Council:

Councilmember Fred Obee, Councilmember Owen Rowe,

Councilmember Libby Wennstrom, Councilmember Neil Nelson

Staff present: PW Director Steve King, Planning Manager Emma Bolin

Jefferson County Public Utility District (PUD) No. 1:

Commissioner Jeff Randall, Commissioner Dan Toepper, and Commissioner Kenneth Collins

Port of Port Townsend Board of Commissioners:

Commissioner Pam Petranek, Commissioner Pete Hanke, and

Commissioner Carol Hasse

Staff present: Executive Director Eron Berg

CALL TO ORDER: ICG Rotating Chair/PUD Commissioner Dan Toepper called the meeting to order after establishing a quorum. Other agencies present also called their respective meetings to order.

PUBLIC COMMENT PERIOD: ICG members listened to two comments from the public.

APPROVAL OF MINUTES: Member Dudley-Nollette moved to approve the April 23, 2026 meeting minutes as presented. Member Eisenhour seconded the motion. The motion carried.

DISCUSSION re: ICG Economic Development framework – facilitated discussion of desired outcomes: North Olympic Development Council (NODC) Karen Affeld and economic development staff and stakeholders were present for discussion. The workshop focused on developing a shared economic development framework with ICG members supporting the creation of a common vision based on existing agency plans and considering broader public and stakeholder input.

After the group exercises, the facilitators identified four important themes: funding, housing, infrastructure, and shared vision. Discussion followed and some ICG members did not agree on the same four priorities. NODC will prepare shared-vision language and incorporate the workshop feedback for future consideration.

DISCUSSIONS re: Agency debriefs on Economic Development discussions with the Port of Port Townsend: ICG members reported that recent meetings with the Port were productive and allowed for more detailed discussion of specific projects and partnership opportunities. The group supported continuing smaller, project-focused meetings and discussed how agencies may transparently prioritize collaborative public-benefit projects.

UPDATE re: EDC Team Jefferson Strategic Plan update: EDC Director David Ballif reported progress on its two-year Strategic Plan, including plans for an October 2, 2026 economic development event, hiring an economic development associate focused initially on Port Hadlock, and expanding business-advising services.

DRAFT

AGENCY ROUNDTABLE – Jurisdiction updates:

City of Port Townsend:

- Evans Vista Neighborhood; 3 development interests received
- Olympic Gravity Water System; evaluating long-term sustainability
- Comprehensive Plan petition before the Growth Management Hearings Board is moving forward

Jefferson County:

- Comprehensive Plan Periodic Update; upcoming workshop and hearing
- County-wide Fireworks Ban; will take effect in one year, with revised fines

Port of Port Townsend:

- \$1.8 Million roofing project; to be completed before Wooden Boat Festival
- Junior Officers' Quarters; completion of renovation for a short term rental
- Commercial airport hangar; purchase authorized
- Boatyard's new stormwater system; ribbon cutting ceremony July 7th
- Above ground fueling system at the airport, and pavement preservation work has been completed

PUD No. 1:

- 700 retail broadband customers reached
- \$1.5 to 2 Million grant received for energy efficiency
- Updated low-income assistance policies, expected to expand eligibility
- Hired an interim Finance Director; noted challenges due to local housing costs

PUBLIC COMMENT PERIOD: ICG members listened to one comment from the public.

NEXT STEPS and FUTURE AGENDA ITEMS: A future discussion regarding coordinated food and agricultural resilience initiative was requested.

NOTICE OF ADJOURNMENT: Rotating Chair Toepper adjourned the meeting at 6:59 p.m. until the next regular meeting or special meeting as properly noticed.

Carolyn Gallaway, Jefferson County Clerk of the Board

Date

PURPOSE

During the Covid-19 Pandemic, local government jurisdictions in Jefferson County, Washington, decided that a coordinated response was needed and Jefferson County, the City of Port Townsend, the Port of Port Townsend and Jefferson Public Utility District (PUD) formed the Intergovernmental Collaborative Group (ICG). Since that time, the ICG has met regularly to share information, problem-solve and work together on issues facing Jefferson County residents.

In December, 2025, the ICG recognized the need to develop a framework for collaborating on economic development efforts. While each of the ICG member jurisdictions has its own role in and, in some cases, a detailed strategy for economic development, the ICG wanted to identify areas needing a collaborative approach and develop a framework and methodology for working together. The intent was not, at least at this time, to develop a strategy for economic development for Jefferson County. Instead, the framework would be limited to work that the ICG members needed to do together – things that they could accomplish through collaboration that no jurisdiction could do alone.

Through a series of meetings, the ICG developed a vision statement and identified areas of focus and next steps for creating the ICG economic development framework.

VISION

Jefferson County, the City of Port Townsend, the Port of Port Townsend and Jefferson PUD work collaboratively to create a thriving and inclusive economy built on the county's traditional economic foundations of small business, marine trades and forest products and spurring job creation and innovation through a triple-bottom-line approach that results in economic, environmental, and social prosperity. Investing in our local economy, culture, and ecosystem yields benefits for current residents and future generations. The economy will create and retain good jobs that enable young people to afford housing and raise families. In addition, a reliable tax base will be established to fund important services to support community well-being now and in the future.

FOCUS AREAS

Through a series of workshops, we have identified key focus areas we believe are foundational to moving toward our vision:

- Shared vision: Further develop a shared vision for Jefferson County's economic well-being.
- Infrastructure: Identify what new or improved infrastructure is needed to enable economic and housing development.

- Funding: Identify what one-time and ongoing funding is required to accomplish key economic and infrastructure goals and where will it come from.
- Business development, job creation and workforce: Develop strategies for supporting business development to create and retain good jobs and workforce development to meet the needs of employers.
- Housing: Develop strategies to ensure that housing is available, affordable and accessible to all residents.

We have selected primary elements of economic development to work on together, but we also recognize that other sectors and issues are tied to economic vitality. When opportunities arise to support them, we will. When we are making decisions, we will consider these additional factors, particularly climate change and its effects on our communities.

Our work together is a marathon, not a sprint. We will strive for balance between improving present conditions and setting our communities up for a thriving future.

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VISION

The economic success of Jefferson County and its population depend on coordination and cooperation between Jefferson County, Jefferson County Public Utility District, the City of Port Townsend, and the Port of Port Townsend. While each of us contributes to economic development separately in our own jurisdiction, as the Intergovernmental Collaborative Group (ICG), we are committed to working together to solve problems and create opportunities that go beyond our individual spheres of influence. Through a series of workshops, we have identified sectors we believe are foundational to driving positive change:

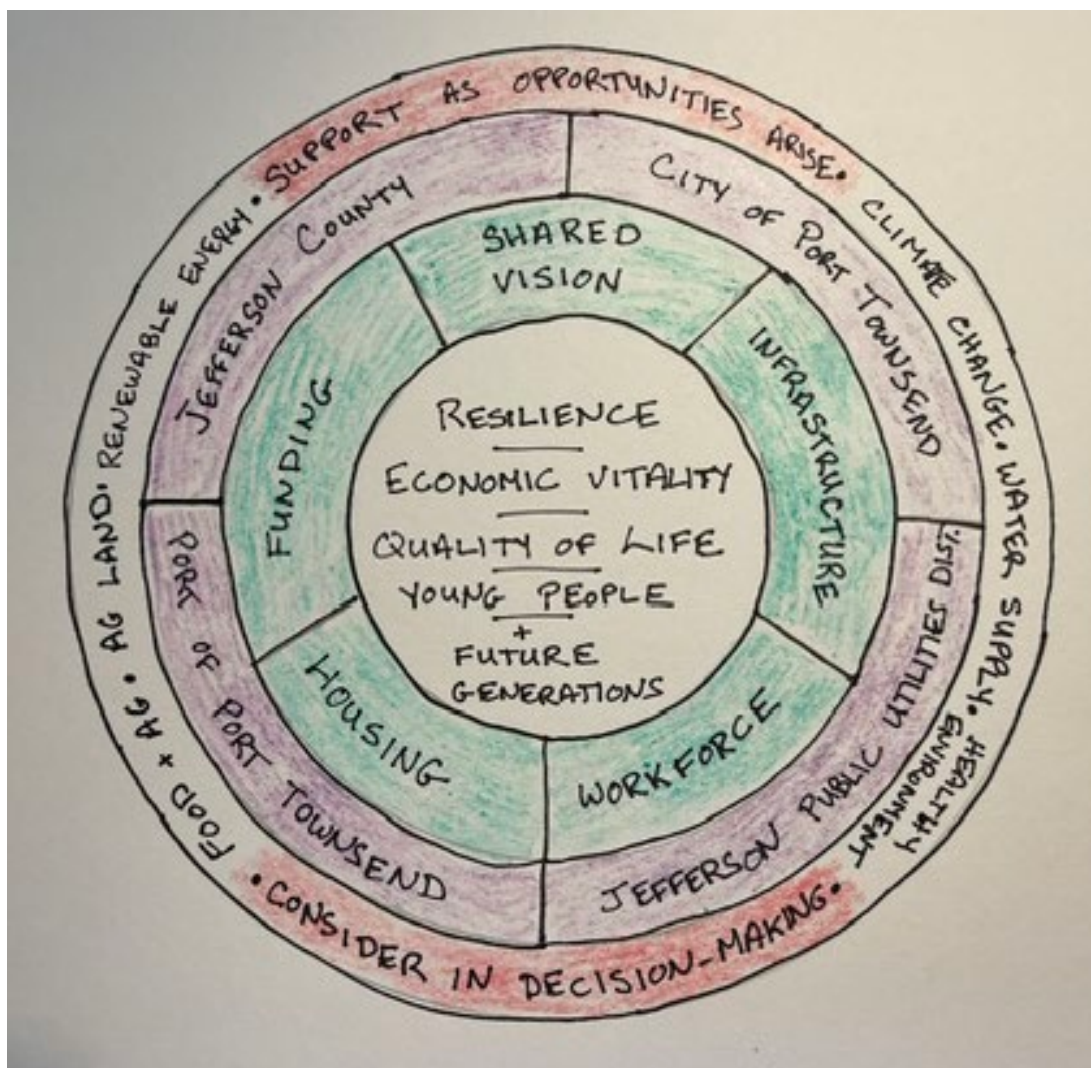
- Shared vision: What do we want to do together and where do we want to go?
- Infrastructure: How do we identify and create infrastructure needed to reach our vision?
- Funding: How will we pay for implementation and sustainability?
- Workforce: How do we create a vibrant workforce for an expanded economy?
- Housing: How do we ensure our workforce and all residents have affordable housing?

At the heart of our shared vision are today's young people and future generations of Jefferson County residents. We envision an economy in which today's young residents are able to make a good living in Jefferson County whether they work in our traditional anchoring sectors like maritime trades, agriculture, and forestry, return from college to good jobs in the private or public sector, or create new businesses as entrepreneurs. For this to happen, we need the funds to build and maintain new infrastructure to support more housing and jobs.

This effort will require cooperation between staff and elected officials of all ICG partners. The combination of partners may shift depending on the project. Sometimes, we will act independently in ways that further our collective vision. Communication, mutual respect, and flexibility will be key characteristics of our partnership.

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Jefferson ICG
August Workshop Agenda

Welcome and agenda review

Introduction to polarity mapping

Review of possible vision statements

Discussion and feedback for vision statements

Next steps