



**June 2018 Report to  
Port of Port Townsend  
Commissioners**

# **Our Direction**

## **Our Vision**

- Local economic, environmental, and social prosperity for generations to come.

## **Our Mission**

- Build and attract business owners.

# Team Members

<b>Name</b>	<b>Organization</b>	<b>Other Affiliations</b>
<b>Brian Kuh</b>	EDC Team Jefferson	No. Oly. Dev. Council, Olympic Workforce Dev. Council, and Chamber of JC Boards
<b>Renee Mizar</b>	EDC Team Jefferson	
<b>Bill Lowry</b>	Olympic Research Inc.	
<b>Marty Gay</b>	Jefferson Cannabis	Windermere, Quimper Mercantile
<b>Ben Bauermeister</b>	Stronger Towns	Skillmation
<b>Frank DePalma</b>	Totera Web Systems	CoLab, YPN, PT School Dist.
<b>Heather Dudley Nollette</b>	Hastings Estate	CoLab, YPN, Main Street
<b>Teresa Verraes</b>	PT School of the Arts	Boiler Room, YPN
<b>David King</b>	Retired	NWMC, Former City of PT
<b>Peter Quinn</b>	Consultant	The Writer's Workshoppe, Quimper Mercantile

# Formula for Success

## **Diverse Team of Professionals**

- Many different talents and energies

## **We Grow Existing Businesses**

- Advocacy: an independent voice in collaboration with the Chamber
- SBIR Grants, Economic Gardening

## **We Build Business Owners**

- Focus on existing and new business owners
- 1:1 consulting
- Education programs that get results (focusPLAN, Lean, etc.)

## **Publicly Supported But Independent**

- Remain neutral
- Act as catalysts, ombudsmen, and peacemakers
- Maintain objectivity
- Be accountable equally to all stakeholders

# Our Goals

## **Focus upon creating business owners:**

- Help them gain critical skills.
- Provide relevant and informed counsel.
- Partner with them to purchase, lease, grow opportunities.

## **Build on our strengths:**

- Work where you want to live.
- Support our maritime heritage, outdoor expertise
- Leverage local key advantages and resources.
- Take advantage of the new economy to grow existing business and start new ones.

# Team Jefferson Initiatives

## Strengthen Our Partnerships

- LION – continue to provide administrative assistance
- Business Resource Center – maintain shared space with Chamber, SBDC, North Olympic Dev. Council., Lean Resource, Oly. Workforce Dev. Council, Jeff. Homebuilders Assoc.

## Be a Resource to Business & Industry

- Maintain “one stop shop” availability to assist or refer to resources
- 1:1 consultations for any need
- focusPLAN – expand and improve critical training for businesses
- Site selection assistance, curate economic data
- Industry sector development (i.e. Maritime, Adv. Manufacturing, Healthcare, Tourism, etc.)

## Convene and Facilitate

- CEO Breakfast
- “Five Things” Forums
- Critical Conversations & Advocacy – Housing, Broadband, Workforce Development, Community Hygiene Center, etc.

# 2018 Budget

WA Dept. of Commerce	\$37,120
Jefferson County*	\$30,625
Port of Port Townsend	\$30,000
City of Port Townsend	\$10,000
Grants & Program Sponsors	\$11,000
Revenue from Classes / Programs	\$11,700
<b>Total Revenues</b>	<b>\$130,445</b>
<b>Total Expenses</b>	<b>\$127,022</b>

*\* Funding Match Challenge: Up to \$5,000 in match funding for each new or expanded public partner funding (incl. PUD, Jefferson Healthcare, Jefferson Transit, City, and Port).*

## 2017 CONTRACT DELIVERABLES SUMMARY

<b>Collaborative Communication</b>	<b>Status</b>	<b>Comments</b>
Develop CRM database for shared use by Port staff and other public agency partners.	In Process	Researching CRM options. Partner concerns around ability for confidentiality.
Create and maintain an email Listserv, as defined by Port staff.	Not Started	
Facilitate coordination of community stakeholders for key conversations around community & economic development.	Ongoing	Facilitated discussions around Hygiene Center, Access to Capital, SBIR, etc.
Host annual Economic Summit	In Process	In development, and coordinating with Chamber for "State of the County" presentation.
Establish a Coordinated Response Team for business recruitment, expansion, attrition inquiries.	In Process	In development, and to coordinate with similar effort by City.
Maintain detailed sector data, including Marine Trades and Manufacturing.	In Process	Updates being gathered via PTMTA, ESD, Commerce, and DOL.
Convene "Top 5 Things" summit twice per year.	In Process	Revised "Top 5 Things" to be held in Summer 2018.

### **Access to Broadband**

Develop a summary and analysis of existing programs and infrastructure.	In Process	Initiated Broadband Task Force with multi-agency representation. Next meeting to include regional partners (Summer 2018).
Draft global recommendations for next steps towards addressing connectivity limitations.	In Process	In development with industry leads, including Gov's Broadband Infrastructure Program.
Develop summary of active legislation addressing rural access to broadband.	In Process	In development with local elected representatives and Congressman Kilmer's office.

### **Access to Capital & Financial Analysis**

Maintain a roster of active lending / investment resources, incl. targeted programs and est. cost of capital.	Completed	Update for 2018 to ensure correct contact information, program details.
Continue to provide admin services to Local Investment Opportunity Network.	Ongoing	Process improvements made in 2017 to include streamlining of application and new member onboarding.
Develop financial model to be used to analyze business deals for leasing and development.	In Process	Expand site selection tools and analysis resources.

### **Site Selection Data & Contacts**

Develop asset mapping program to summarize ongoing commercial real estate and land available throughout Jefferson County.	In Process	Expand ZoomProspector site input base, including RE agents, etc. Obtain quote for outside firm to conduct inventory of available land in County and seek funding to commission report.
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### **Business Recruitment, Retention & Expansion**

Respond with technical assistance outreach to tenants who Port staff has identified as "at risk" due to delinquent lease payment activity or other determined factors.	Ongoing	Solicit referrals from staff no less than quarterly basis.
Work with Port staff to address needs of tenants who are at risk of relocating out of Port facilities.	Not Started	Solicit referrals from staff no less than quarterly basis.

### **Real Estate Activity & Development**

Develop a periodic report of all real estate transactions in Jefferson County.	In Process	Create a quarterly RE transaction report based.
Provide a periodic report to summarize all permits issued, incl. those for development and businesses.	In Process	Create a quarterly permit report for distribution.