

PORT COMMISSION REGULAR BUSINESS MEETING – Wednesday, February 26, 2020

The Port of Port Townsend Commission met for a regular business session at the Commission Building, 333 Benedict Street, Port Townsend, WA

Present: Commissioners Hanke, Petranek and Putney
Executive Director Pivarnik
Deputy Director Toews
Finance Director & Port Auditor Berg
Port Recorder Erickson

Port Attorney Chmelik (attending via Zoom online video)

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE

Commissioner Putney called the meeting to order at 5:32 PM.

II. APPROVAL OF AGENDA (00:00:20)

Commissioner Putney moved to approve the Agenda as presented.

Commissioner Petranek seconded the motion.

Motion carried by unanimous vote.

III. PUBLIC COMMENTS (00:00:48)

Robert D'Arcy, with the Schooner Martha Foundation, commented on the proposal for cooperation and partnership with the Washington Trust. He spoke of his work around the historic preservation of Point Hudson. He commended and thanked the Port for a well written document that is very inclusive and sensitive to the community's needs, as well as informative. He also thanked Chris Moore for working with the Port on preserving Point Hudson.

Ashland Brown, of Port Townsend Watercraft, asked the Commission for this or future meetings where there is a lot of information to absorb, if there could be an opportunity at the end of the meeting for a brief comment period or for the public to ask questions about things that come up.

IV. CONSENT AGENDA (00:02:56)

A. Approval of Public Workshop Minutes – February 12, 2020

Approval of Regular Business Meeting Minutes – February 12, 2020

B. Approval of Warrants

Warrant #061700 through #061709 in the amount of \$14,465.86 and Electronic Payment in the amount of \$65,459.55 for Payroll & Benefits.

Warrant #061710 through #061752 in the amount of \$61,825.55 for Accounts Payable.

Electronic Debit in the amount of \$5,095.81 for Washington State Department of Revenue Combined Excise Tax Return.

Commissioner Putney moved to accept the Consent Agenda as presented.

Commissioner Petranek seconded the motion.

Motion carried by unanimous vote.

V. SECOND READING - none

VI. FIRST READING - none

VII. REGULAR BUSINESS (00:03:20)

A. Point Hudson Historic Trust Partnership Agreement

Executive Director Jim Pivarnik introduced this proposed agreement by saying that this has been the work of both organizations' staff for a period of months. Port staff feel that they have addressed most concerns, but want feedback from the commission and the public. He then presented Chris Moore, Executive Director of the Washington Trust for Historic Preservation ("the Trust"), who worked with Port staff on the partnership agreement.

Mr. Moore introduced the Trust, describing its mission and the work they do: making successful partnerships and preserving Washington's historic places through advocacy, education, collaboration and stewardship. He described the National Heritage Area program, and how Maritime Washington was added this year. He then stated that the agreement creates an exciting opportunity to jointly explore how the Trust and Port might benefit from the newly designated Maritime Washington National Heritage Area Program. The Trust is the local coordinating entity for this designation, adopted by the US Congress and signed into law in early 2019, and hopes to help the Port leverage outside resources with this work.

Deputy Director Toews explained that this agreement was the first step in a process that will take years to complete; it outlines partnership principles and work, which will focus on identifying issues and potential alternatives to resolve them. Port staff will do an inventory of Point Hudson properties, details of what information is lacking, and potential solution sets for the long-term preservation of Point Hudson. It is hoped that the Port will bring a preferred alternative to the Commission sometime in late 2021.

Executive Director Pivarnik clarified that this agreement was not authorization to expend funds, but for staff time and a pathway forward.

There was a discussion about the intent of this agreement; Commissioner Petranek emphasized that it was basically for permission to move forward with a discussion, and that any concerns can be brought up along the way and worked out. Commissioner Putney stated that Commission had previously given Port staff permission to engage with the Trust, and that what was being asked for here was permission to enter a new phase that is a review and groundwork to create a second-phase agreement that will again come before the commission. Mr. Moore reiterated that the mutual goal is to see Point Hudson properties preserved, rehabilitated and in use.

Commissioner Petranek moved to authorize the agreement.

Commissioner Putney seconded the motion.

Motion carried by unanimous vote.

B. Workshop and Regular Business meeting schedule setting for 2020 (00:35:31)

Executive Assistant Erickson presented the list of Commission Meetings for 2020 that conflict with holidays and events. Revisions to the Commission meetings were presented, discussed and some changes made. See Port website for complete meeting schedule for 2020.

C. Race to Alaska Sponsorship for Team FAST (00:41:06)

Executive Director Pivarnik introduced Odin Smith, team captain of the first all-high-school team ever to compete in the Race to Alaska (R2AK) a 750-mile, wind- and human-powered, unsupported race from Port Townsend to Ketchikan, AK. All team members attend Port Townsend High School and will sail a recently bought, modernized Santa Cruz 27. Odin spoke to the Commission about the boat, the work his team has done, their sponsors and what they were requesting in sponsorship from the Port – \$2,000 cash; and coverage of lift, moorage and yard fees. He stated that this would be their largest sponsorship and that it would include a very large Port of Port Townsend logo on the side of the boat's hull and the back of their t-shirts as publicity for the Port.

Port Attorney Chmelik stated that Commission must find that the financial investment returns similar value to the Port. If so, the Port is allowed to spend money to promote trade and tourism and to promote Port facilities. He also stated that the Port would need to make it clear that they could use images of the boat in ads and on the Port's website for further promotion.

Executive Director Pivarnik explained that he wanted the Commission and the public to be aware of the expenditure, to hear from the team, and to approve the sponsorship in principle; however, since the amount asked for was within his spending limit, the commission need not approve a detailed invoice. He clarified that he would inform the Commission of details worked out later.

Commissioners found that fostering local youth in sailing, along with the advertising benefit to promote trade and tourism and to promote Port of Port Townsend facilities, was a good investment for the Port.

D. Recap of Total Capital Expenses for 2019 (00:54:34)

Finance Director Berg introduced this new document for the Commissions' review and consideration. It is a recap of total capital expenditures in 2019 – all the on-going capital project costs, the small capital projects worked on, and capital purchases. The various reasons for these small projects and purchases were presented (emergencies, increasing value to the Port, lowering expenditures, etc.).

E. January Financials (00:59:45)

Finance Director Berg went over these year-to-date figures, saying that the Port is doing well in both revenues and expenditures, compared to the prior year and also to the budget. She clarified for the commission that the numbers in the first and second columns are year-to-date actuals for January 2019 and January 2020, respectively.

VIII. STAFF COMMENTS (01:01:26)

Deputy Director Toews commented that he had attended Jefferson County's 2020 US Census meeting on Friday, 2/21/2020. It is important to get an accurate count, because it means approximately \$2,000 per person in funding from the federal government, and decides how many representatives the state will have in the US House of Representatives. Census Day is April 1, and providing information is safe, secure and takes about 10 minutes. He assured the Commission that he is committed to getting an accurate count of the Port's live-aboard community.

Port Attorney Chmelik had a working lunch with the Port's next Executive Director, Eron Berg, to give him a briefing on the history of ports, port powers, and how ports work.

IX. Commissioner Comments (01:03:43)

Commissioner Petranek met with folks in the Quilcene community and let them know about the Public Workshop on April 8 to be held in Quilcene. They let her know that they would like to have a potluck that day. On Friday, February 21, she attended the lease seminar in Bellingham, led by Port Attorney Chmelik and found it very informative.

Commissioner Putney commented that he had spent the weekend at the Northwest Aviation Conference and trade show, and thanked the Jefferson County Pilots' Association members who helped to staff the booth.

X. Next Public Workshop / Regular Business Meeting:

Wednesday, March 11, 2020. Workshop at 9:30 AM, Meeting at 1:00 PM
Port Commission Building, 333 Benedict Street, Port Townsend, WA

XI. Executive Session - none

XII. Adjournment

The meeting adjourned at 6:36 p.m., there being no further business to come before the Commission.

ATTEST:

Pamela A. Petranek, Secretary

Peter W. Hanke, President

William W. Putney III, Vice President