



**Port of Port Townsend
Meeting Agenda
Wednesday, July 8, 2020, 1:00 p.m.
Port Commission Building**

Via <https://zoom.us/> – or call (253) 215-8782 – and use Webinar ID: 862 6904 3651, Password: 911887

This meeting will only be accessible remotely, as per Governor's Proclamation 20-28.

- I. Call to Order / Pledge of Allegiance
- II. Approval of Agenda
- III. Public Comments
- IV. Consent Agenda
 - A. Approval of Regular Business Meeting Minutes, June 24, 2020 1-6
 - B. Approval of Warrants
 # 062530-062539 included; additional warrants to come as late materials 7
 - C. Navy Right of Entry for Mats Mats 8-12
 - D. EDA Grant Authority Resolution 13-15
- V. Second Reading
- VI. First Reading
- VII. Regular Business
 - A. Covid-19 Update 16-25
 - B. Enduris Annual Renewal Update (Joe Davis) 26-50
 - C. EDC Team Jefferson Semi-annual Report (Brian Kuh) 51
 - D. ICC updates 52
- VIII. Staff Comments
- IX. Commissioner Comments
- X. Next Public Workshop / Regular Business Meeting:
 Wednesday, July 22, 2020 at 5:30 PM, via Zoom
- XI. Executive Session
 None scheduled as of 7/2/2020
- XII. Adjournment

PORT COMMISSION REGULAR BUSINESS MEETING – Wednesday, June 24, 2020

The Port of Port Townsend Commission met for a regular business session via Zoom online.

Present via Zoom online video: Commissioners Hanke, Petranek and Putney
Executive Director Berg
Deputy Director Toews
Finance Director & Port Auditor Berg
Port Recorder Erickson
Port Attorney Reardanz

I. CALL TO ORDER (00:00:00)

Commissioner Hanke called the meeting to order at 1:02 PM.

II. APPROVAL OF AGENDA (00:00:11)

Commissioner Putney moved to approve the Agenda as presented. Commissioner Petranek seconded the motion. Motion carried by unanimous vote.

III. PUBLIC COMMENTS (00:00:23)

Sent in and read aloud:

- Liz Hoenig Kanieski asked the Port to seriously consider the community's vision of no recreational vehicles on the point as part of grant funding applications for Point Hudson. She also asked when a strategic plan update for Point Hudson would begin.
- David King commended the Port for providing context for the jetty repair as part of an overall plan for Point Hudson, which will build community confidence in the Port's commitment to Point Hudson's future, and help you find the partnerships, and funding sources, that will be essential to securing that future. He also strongly supports the continued inclusion of an esplanade in the plan.

Given live during meeting:

- Bertram Levy asked if it this was an appropriate time for the Port to spend money on an airport pilots' center, considering the financials.

IV. CONSENT AGENDA (00:04:31)

A. Approval of Regular Business Meeting Minutes from June 10, 2020

B. Approval of Warrants

Warrant #062452 through #062459 in the amount of \$14,937.56 and Electronic Payment in the amount of \$72,830.26 for Payroll & Benefits.

Warrant #062460 through #062529 in the amount of \$69,678.23 for Accounts Payable.

Warrant numbers 062385 & 062391 in the amount of \$11.00 each, and Warrant numbers 062395 and 062450 in the amount of \$10.00 each are declared void.

Electronic Debit in the amount of \$5,581.58 for combined excise tax return.

Commissioner Petranek moved to accept the Consent Agenda.

Commissioner Putney seconded the motion. Motion carried by unanimous vote.

V. SECOND READING - noneVI. FIRST READING - noneVII. REGULAR BUSINESS (00:05:12)

A. Five-year Anniversary for Abigail Berg, Director of Finance:

Executive Director Berg acknowledged Ms. Berg's the 5-years of service with Port – when we think of the Port we staff think of the backbone of the Port – the staff, and since she has a triple portfolio of HR, Finance and IT, Abigail has a heavy load. He applauded her having made significant improvement in our budget and budget process – with zero audit findings, and stated that he was looking forward to working with her and moving forward on the Port's mission together. Deputy Director Toews stated that Ms. Berg is a wonderful source for helpful ideas, an integral and vitally necessary part of the Port team and he is happy to work with her every day. Commissioner Hanke stated that she had jumped through some astonishing hoops, like accrual to cash, and thanked her for her service and hoped she'd stay with the Port a lot longer. Finance Director Berg stated she appreciated that moving from the auditor's office to a single entity, and learning about Ports, and she liked working with the staff at the Port.

B. Hudson Point Café Lease (00:09:49):

Deputy Director Toews spoke about this new lease for Jackie Pallaster, owner of the Hudson Point Café a tenant in good standing since 2007, operating the Hudson Point Café. She had been contemplating vacating the premises, due to the impact of the pandemic, but instead went into storage mode, and is now prepared to move forward with a regular lease for another decade. The proposed term is for five (5) years with one five (5)-year option, consistent with the Port's current lease policy. Commission was happy to hear that this anchor business would continue at Point Hudson.

Commissioner Hanke moved to approve the proposed lease.

Commissioner Petranek seconded, and motion carried unanimously.

C. Covid-19 Update (00:12:58):

Executive Director Berg said Jefferson County was currently in Phase 2 of the state's recovery plan, and was applying for Phase 3 variance on Monday, June 29, anticipating that Jefferson County could be in Phase 3 by July 1. Although Phase 3 would mean in-person meetings, County Health Officer Dr. Locke has prohibited public in-person meetings for the foreseeable future. The Port opened RV camping at Point Hudson on June 20, however restrooms are currently for moorage customers only, since RV campers have full hookups. Due to the small spaces in our yard and moorage offices, and the nice weather, the Port will continue to greet customers at windows for now; with plans to open the Administration offices before opening the yard or Point Hudson offices. Port staff has been bringing the Covid-19 Financial model to the 2nd meeting of the month along with monthly financials; however, staff will bring those to Commission at the July 8 meeting to allow more time to work with the prior month's actuals.

Commissioner Petranek reminded everyone of the statewide mandate to wear a mask indoors or when working closer than 6' to someone outside. She asked that a reminder of this mask mandate be placed on the Port's website and when reservations were made. Commissioner Hanke suggested that the Port have a box of masks near the door for people who didn't bring a mask.

Commissioner Petranek asked about participation in the ICC subcommittee meetings and how the Commission would coordinate who attended, so that there was no overlap of commissioners at these meetings, thereby inadvertently making that meeting a public Port meeting. Executive Director Berg stated that the agenda for the ICC meetings would be shared

(the June 25 agenda is posted and is mostly logistics on how things will work going forward), and asked if the commissioners were interested in participating in particular groups, since he and Commissioner Hanke would be representatives at the ICC. There are six groups forming: Culture & Events, Economy & Jobs, Children & Families, Human Services, Food System Resiliency, and Broadband. It was suggested that each of the groups have an appointed commissioner to avert doubling up, and that there be a standing item on regular meetings for updates about what's happening within each committee, with the understanding that if there is something time critical to share, they could call a special meeting. Commissioner Putney volunteered for the Broadband and Events committees, and Commissioner Petranek was interested in attending the Food System Resiliency and Business & Economy committees.

D. YTD May Financials (00:28:48)

Finance Director Berg referred them to the May Financial Year-To-Date report saying that her memo on this topic explained some changes to these reports. The Port has hired a consultant to assist with the transition from GAAP to cash in the Port's accounting system. In this report she began implementing some of the new accounts, so it looks a bit different than the prior reports. She included some highlights in the memo: cash balances, reserves, unreserved, Capital expenses YTD, and comparison done last month. She said that overall the Port is doing fairly well, considering the effect of the pandemic on our operations.

E. Point Hudson update (00:34:08):

Preservation Plan: Phase 1: Jetty, Phase 2: Buildings, Phase 3: Infrastructure Upgrades

Executive Director Berg mentioned that the Port had been very successful in getting partners in this plan. He described the plan as having four questions for the Commission: (1) does it support the 3-phase Point Hudson Preservation Plan as outlined? (2) does it endorse proceeding with the jetty design concept? (3) should it authorize the Executive Director to execute an amendment to the existing Professional Services Agreement with Mott MacDonald Engineering? (4) Should it authorize the Executive Director to execute a Personal Services Agreement with Artifacts for documentation of historic resources at Point Hudson?

Jetty Engineering and Permitting Update (00:38:05)

Deputy Director Toews reminded Commission on the process that got the Port to this point: a 2014 assessment; obtained partial funding in 2015; in 2016-17 advanced design to Corps of Engineers, who okayed the design in October 2017; went to bid with combi-wall configuration, which was self-mitigating, in April 2018, but bids received exceeded the Port's financial capacity. In 2018 heard from concerned stakeholders about the aesthetics and potential wave reflection of the design; met in the fall of 2019 with a stakeholder group to review design alternatives of the jetty, who recommended reconstruction in the same style and place as the existing jetty; and this was discussed at a workshop in February 2020. The Port is now in a position to ask for authorization to move forward with final design for bid and bid services.

Deputy Director Toews introduced Shane Phillips and Evan Edgecomb of Mott McDonald, and Allison Reak of SeaRun Consulting who presented engineering plans, design, permitting elements, and strategies for success for the proposed jetty. (00:45:00) In summary, their slides described a jetty replacement alternative similar in style as existing breakwater with modern materials and walkway on south breakwater. Permitting and final design will include replacement of both breakwaters. Project Bid Documents were developed for replacement of south breakwater first, which would be completed at the earliest in spring or fall of 2022.

Commission Questions	Panel Answers
What will fail in this design? What about maintenance? Does the steel rust away?	Can build out the thickness of the pile to give it more life.
How does design take into account sea level rise?	Build in resiliency for overtopping and build it slightly higher.
Projects have been stalled because of shadows in the water will that be something we need to worry about?	No
What is the timeframe for permitting?	Depends on whether we can get a modification on the current permit. See chart in slide deck.
What about protecting species that are living on the jetty?	Laws pertain to endangered species; we don't get into trying to save individual animals, since they will probably leave when the construction starts. Divers could relocate them, with help from the Marine Science Center.
What will happen to the old ferry dock dolphins?	We hope no off-site mitigation will be needed for this project.
What about the politics of asking for modification to our existing permit?	Not to worry - we're not the only one.
What is the cost of the combi-wall vs. cost of replacing current design?	The replacement design is more unique than other jetty designs, and the cost is hard to know.

Historical & Cultural resource assessment agreement with Artifacts, Inc. (02:06:00)

Executive Director Berg referred to the materials packet and said that the Port's desired outcome was a standard professional services agreement, and explained that the money the Port spends with Artifacts would provide a lasting benefit with the heritage area in that Washington Trust has received federal funds for a National Maritime Heritage Area that require a local match, and the work that the Port executes with Artifacts is a qualified match.

Commissioner Petranek moved to endorse the Point Hudson Preservation Plan as presented. Commissioner Putney seconded, and motion carried unanimously.

Commissioner Putney moved to endorse moving forward with the redesign and permitting for the Point Hudson Jetty, consistent with the alternative endorsed by the citizen stakeholder group. Commissioner Petranek seconded, and motion carried unanimously.

Commissioner Putney moved to authorize the Executive Director to execute an amendment to the Scope and Budget of the Professional Services Agreement with Mott MacDonald Engineering, Inc., for final Point Hudson Jetty engineering, preparation of bid documents and provision of bid services in an amount not to exceed \$373,000 from IDD levy revenue. Commissioner Petranek seconded. Discussion:

Commissioner Hanke commented that it is exceedingly disappointing that we're pushing forward and spending up to \$700,000 or more for a design, for a project costing up to \$14,000,000, and we cannot use all of our IDD funds for this project, nor would that be enough

if we could. And in the meantime we could have a storm event that would cause us to spend funds on an emergency. Commissioner Putney agreed, and mentioned the cost of damage to vessels in the marina and the need for getting financial support from supporters. He commented that he respected the opinions of constituents, but the cost of this jetty puts us in an awkward position. Commissioner Petranek felt confident that the Port is doing everything that they can with the information in hand: the team we've put together, the plan we have for going forward, the funding sources we have defined. Quarterly Updates as we have them, economic analysis – impact of this facility is almost \$30M / year, which flow throughout Jeff co – so not direct Port return, but for the broader community that is a good investment. Funding strategy: bedrock in IDD for match for other funding opportunities for all of the phases of the plan. Lisa Wilson, employee of the Maritime Center on furlough, putting together our 2019 EDA disaster application for the 2018 storm captured in the photo in the materials. Cantilevered esplanade - \$2M project from water to Jefferson Street – on the right track to build what the community wants to serve generations to come.

Vote was called, and motion carried unanimously.

Commissioner Hanke moved to authorize the Executive Director to execute a Personal Services Agreement with Artifacts Consulting, Inc., to prepare a historic and cultural resource inventory and report for Point Hudson in an amount not to exceed \$36,000 from IDD levy revenue. Commissioner Putney seconded, and motion carried unanimously.

VIII. STAFF COMMENTS (02:31:50)

Executive Director Berg commented that he's enjoying meeting the partners of the Port. He stated that the Port was not anticipating the need for a workshop for July, and said there would probably be need for a pre-budgetary workshop for August.

Deputy Director Toews gave an update on the JCIA Runway Project: Paving has been completed, but FAA specifications were not met. He delivered a letter of correction asking for immediate action from contractor, Scarcella Brothers, and worked out a plan of action today; contractor agreed to do work tomorrow or Friday, with the hope that we can open the runway by 12:01 AM Saturday, June 20. Additional pavement work to meet FAA specifications will be done when second pavement markings are done, which is scheduled in September, 2020.

IX. COMMISSIONER COMMENTS (02: 37:23)

Commissioner Petranek commented that KPTZ's Chris Bricker had asked to have regular interviews with Port Commissioners and Executive Director Berg on his "Morning on the Salish" show. She and Mr. Berg plan to participate on June 30, and she encouraged each commissioner to volunteer to participate and rotate through. She spent a moment remembering Brian Toss, who passed away recently, as someone who put Point Hudson on the World Maritime Map.

Commissioner Putney commented that he had no problem talking on the radio, and commended KPTZ for being a big part of our community. He commented that in deference to Mr. Levy's public comment, he felt that the airport is an untapped economic driver in the county with a little expense and effort on the Port's part.

Commissioner Hanke thanked Deputy Director Toews, Scarcella Brothers, and Reid Middleton on what they had accomplished with the runway at the airport. As regards the Point Hudson jetty, he said that he thought the plan and design looked great. He felt that in the end felt, it is the right thing to do to spend this money, no matter how painful it is, because it is the Port's job to provide safe access to the water, and getting the jetty done would help to accomplish this. He expressed his sympathy for the loss of Brian Toss

- X. Next Public Regular Business Meeting: Regular Business Meeting Wednesday, July 8, 2020, at 1:00 PM, via Zoom.
- XI. EXECUTIVE SESSION: none
- XII. ADJOURNMENT (02:47:00): The meeting adjourned at 8:27 PM, there being no further business before the Commission.

ATTEST:

Pamela A. Petranek, Secretary

Peter W. Hanke, President

William W. Putney III, Vice President



PO Box 1180 • Port Townsend, WA 98368

Administration: (360) 385-0656

Operations: (360) 385-2355

Fax: (360) 385-3988

WARRANT/ELECTRONIC PAYMENT APPROVAL

We, the undersigned, as Commissioners and Auditing Officer of the Port of Port Townsend, in Jefferson County, Washington, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claims are just due and unpaid obligation against the Port of Port Townsend, that we are authorized to authenticate and certify to said claim and that these claims, in Warrant No 062530 through No. 062539 in the amount of \$39,609.35 and Electronic Payment in the amount of \$148,568.26, are approved for payment for a total amount of \$188,177.61 on this 10th day of July, 2020.

For: **Payroll and Benefits**

Commissioner Pete W. Hanke

Commissioner William W. Putney III

Commissioner Pam Petranek

S. Abigail Berg, Director of Finance
And Administration



DEPARTMENT OF THE NAVY
NAVAL FACILITIES ENGINEERING COMMAND NORTHWEST
1101 TAUTOG CIRCLE
SILVERDALE, WASHINGTON 98315-1101

11011
Ser AM1.CW/20-00284
JUN 04 2020

Mr. Eron Berg
Executive Director
Port of Port Townsend
2701 Jefferson Street
Port Townsend, WA 98368

Dear Mr. Berg:

On behalf of Naval Special Warfare Command (NSWC) and Naval Special Warfare Group 3 (NSWG-3), I am writing to request entry upon Port of Port Townsend's boat launch at Mats Mats Bay. Entry would allow NSWG-3 personnel access beachfront and upland area on this property to perform valuable training activities and will not cause any interruption to the facilities' operation. Support would enable continued military readiness and preparation for active duty operations.

Enclosed is an example of the Right of Entry Agreement we request to be signed, should you be willing. A response is respectfully requested no later than July 15, 2020. Please contact Realty Specialist Mr. Connor Watson at (360) 396-0274, or e-mail connor.watson@navy.mil with your decision or any questions you may have.

Sincerely,

BRADY.MICHAEL
L.D.1231632715
MICHAEL D. BRADY
Real Estate Contracting Officer

Digitally signed by
BRADY.MICHAEL.D.12316327
15
Date: 2020.06.04 14:24:41
-07'00'

Enclosure

Blind copy to:

Official File (Connor Watson) **(hard copy & pdf)**

NAVFAC Northwest (Nora Tabafunda, Kelly Skiff)

NSWG-3 (Margherita Parrent)

Command Read File (Admin - Wendy Witherell)

RECORD NOTE:

E-Mail original to:

Port of Port Townsend (eron@portofpt.com)

PDF and e-mail to:

NSWG-3 (margherita.parrent@socom.mil)

NAVFAC Northwest (connor.watson@navy.mil, kelly.skiff@navy.mil,
nora.tabafunda@navy.mil, wendy.witherell@navy.mil)

FOR ADMIN SUPPORT STAFF USE ONLY:

- ☐ Ensure all pages are date stamped
- ☐ Make copies as noted on letter and under "Blind copy to:" of this page
- ☐ Scan letter, bcc page, and route slip
- ☐ Save the scan of the letter, bcc page, and route slip in the Command Read File (CAS Team folder)
- ☐ Close out entry in the Document Control Log
- ☐ Distribute as indicated above
- ☐ Return package to Originator/POC

FOR COMNAVREG NW N4 ADMIN USE ONLY:

- ☐ Load to G2 STATUS (notify COMNAVREG NW Admin via e-mail at n00.correspondence.cnrrw@navy.mil if STATUS unavailable or N/A)
- ☐ Load to TV5 if going to CNIC

Official File shall be maintained for length required by SECNAV M-5210.1.

RIGHT OF ENTRY AGREEMENT

In consideration of the assistance and benefits as described herein, Port of Port Townsend (herein after referred to as the "Owner"), located at 2701 Jefferson Street, Port Townsend, WA 98368, hereby grants to the UNITED STATES OF AMERICA, DEPARTMENT OF THE NAVY, its employees, agents, contractors and subcontractors (collectively known as the "Government"), a right of entry upon the premises described below and shown on "Exhibit A", attached hereto and made part hereof, located in the State of Washington, with the following terms and conditions, effective beginning on 4 January 2021 and ending on 3 January 2026, unless sooner terminated under the terms and conditions herein set forth. The Government may renew the term of this agreement, for three (3) additional periods of five (5) years upon written notice of its intention to renew no later than ninety (90) days prior to the expiration of the current term.

Premises: Port of Port Townsend controlled property at Mats Mats Boat Launch and as depicted in "Exhibit A." (Currently being drafted.)

Purpose: The Owner grants to the Government a right to enter upon, including the right of ingress and egress by land or coastal/shore in areas, and occupation of the lands described in Exhibit A for military training exercises any time after execution of this agreement for military training purposes during the term of this Right of Entry Permit.

Ownership of Tools and Equipment: All tools, equipment, and other property taken upon or placed upon the Premises by the Government shall remain the property of the Government and will be removed by the Government within one month after the expiration of this right of entry.

No Warranty: Owner grants this right of entry without warranty, either express or implied, regarding title to or the suitability of the condition of the Premises. The Government shall not hold Owner liable for any shortage or defect in any part of the Premises or on account of theft of, or damage to, the Government's tools, equipment or other property taken or placed upon the Premises or any physical injury, death or disability of Government employees, trainees, or other personnel associated with the purpose of this Agreement, except where such loss, damage, injury, death, or disability is caused by the fault or negligence of the owner.

Liability Limits: The Government agrees to be responsible for damages arising from the activity of the Navy, its officers, employees, authorized representatives (including contractors) on the Owner's land, in the exercise of the rights under this right of entry, to the extent authorized by law, including the Federal Tort Claims Act (28 U.S.C. § 2671 et seq.).

The Owner shall not be responsible for damages to the property or injuries to persons which may arise from or be incident to the Government's use and occupation of such premises pursuant to this right of entry, nor for the damages to the property or injuries to the Government, or others who may be on the premises at the Government's invitation, except where such damages or injuries are due to the fault or negligence of the Owner.

The Government shall not be responsible for damages to property or injuries to persons which may arise from or be incident to the use and occupation of the premises by the Owner, its agents, servants, or employees, or others who may be on the premises at the Owner's invitation, except where such damages or injuries are due to the fault or negligence of the Government.

Termination: Owner may terminate this right of entry in the event the Government fails to comply with the terms and conditions of this instrument or in the event of a change of ownership or use of the Premises that Owner deems inconsistent with continued Government use of the premises. Prior to terminating this right of entry, Owner shall give the Government no less than thirty (30) days' notice. Government shall have (30) days from receipt of said notice to remedy any failure to comply with the terms and conditions of this right of entry.

Compliance with Laws: All activities performed by the Government on the Premises will be performed in a lawful and prudent manner and in compliance with applicable laws, rules, and regulations, and will not unreasonably interfere with Owner's normal activities. The following activities are not permitted: (a) no explosives and/or live ammunition may be expended for training purposes except as needed for safety or in an emergency; and (b) personal flares may not be used except to alert rescue personnel to the unit's location.

No Assignment: The Government may not assign this right of entry or the rights and obligations set forth herein, in whole or in part.

Points of Contact:	Owner:	Eron Berg, Executive Director Port of Port Townsend 360-385-0656
	Navy:	Connor Watson, Realty Specialist NAVFAC NW 360-396-0274

Consideration: Owner acknowledges as good and valuable consideration the benefits to be derived from this Right of Entry including improved security, vandalism deterrence and trespassing deterrence on the Premises.

Authority: The signatories below represent that they are authorized to execute this Agreement on behalf of the parties.

Entire Agreement: This instrument contains the entire agreement between the parties and supersedes any prior understanding, whether written or verbal.

In Witness hereof, the parties hereto have mutually agreed upon the terms and conditions of this instrument and caused it to be executed as below subscribed:

OWNER

UNITED STATES OF AMERICA

By: _____
ERON BERG
Executive Director

By: _____
MICHAEL D. BRADY
Real Estate Contracting Officer

Date:

Date:

PORT OF PORT TOWNSEND

INFORMATIONAL MEMO

DATE: 7/2/2019

TO: Port Townsend Port Commission

FROM: Port Executive Staff

SUBJECT: EDA Disaster Recovery Program Grant Authorizing Resolution No. 723-20

ISSUE: Should the Executive Director be authorized to apply for, and if awarded, to execute such documents as may be necessary with the federal Economic Development Administration to secure up to \$10,400,000 in Disaster Recovery Program grant monies to fund the demolition and reconstruction of the Point Hudson Breakwater (i.e., both North and South Jetties)?

BACKGROUND & DISCUSSION: During the regular meeting of June 24, 2020, the Commission formally endorsed the phased Point Hudson Preservation Plan. The first and most critical phase of the plan involves replacing the overlapping breakwaters that protect the Point Hudson Marina. At the same meeting on June 24, and in recognition of the urgent need to advance this project, the Commission authorized an amendment to the scope and budget of Mott MacDonald's contract to allow final design and engineering of the replacement breakwater to proceed.

The replacement of these breakwaters is a "heavy lift" financially and is currently estimated to require up to \$13,000,000 (i.e., for construction and construction administration). Clearly, the success of this project will depend upon the support and assistance of our community partners, as well as state and federal grant monies and appropriations. To be clear: even with industrial development district (IDD) revenues, the Port is unable to afford this project absent outside funding. As was discussed during the June 24 meeting, the Port has retained a consultant to assist in preparing and submitting an application to the US Economic Development Administration to fund eighty percent (80%) of the estimated \$13,000,000 in construction costs.

Accordingly, the attached Resolution No. 723-20 would authorize the Executive Director to apply for and, if awarded, to execute any and all necessary grant documents to secure up to \$10,400,000 in Economic Adjustment Assistance (EAA) Disaster Recovery Program monies for this critical project.¹

FISCAL IMPACT: As noted above, EDA/EAA funding is limited to 80% of eligible project costs. Thus, if successful in obtaining these federal monies, the Port would be obligated to match 20%, or up to \$2,600,000 of the estimated \$13,000,000 project costs. Thus, it is likely that the it would be necessary to issue additional general obligation bond debt to fund all or a part of the Port's match requirement.

RECOMMENDATION: Staff recommends that the Commission authorize the Executive Director to sign and submit all necessary documents to both apply to, and to enter into a project agreement with the EDA, if the requested funding is awarded.

MOTION: None required. Approval of this item on the Consent Agenda authorizes the Executive Director to execute the necessary documents to apply for EDA grant monies, and if awarded, to execute the grant contract with the EDA.

ATTACHMENTS: One (1) attachment is included: draft Port Commission Resolution No. 722-20.

¹ Funding opportunity number EDA-2019-DISASTER.

RESOLUTION NO. 723-20

A Resolution of the Commission of the Port of Port Townsend

AUTHORIZING THE EXECUTIVE DIRECTOR TO APPLY FOR A FEDERAL ECONOMIC DEVELOPMENT ADMINISTRATION DISASTER RECOVERY PROGRAM GRANT FOR DEMOLITION AND RECONSTRUCTION OF THE POINT HUDSON BREAKWATER IN AN AMOUNT UP TO \$13,000,000 AND EXPRESSING ITS COMMITMENT TO PROVIDE A LOCAL MATCH TO GRANT FUNDS.

WHEREAS, the Port Commission of the Port of Port Townsend is responsible for coordinating the mitigation of, preparation for, response to, and recovery from natural disasters that affect Port infrastructure and to re-establish resilient infrastructure that will help to sustain the communities of Jefferson County in the future; and

WHEREAS, the Point Hudson Marina's geographical location, at the southeastern tip of the Quimper Peninsula, makes it vulnerable to the damaging wind and wave action of winter storms on Port Townsend Bay, with the potential for such storms to damage Port infrastructure and severely and negatively affect the local economy as well as the maritime heritage and character of the community; and

WHEREAS, from December 10 through December 24, 2018, the Puget Sound region of Western Washington experienced a series of severe winter storms, with high winds and waves, flooding, landslides, mudslides, and a tornado which resulted in a Presidential Disaster Declaration for eight counties, including Jefferson County; and

WHEREAS, the overlapping breakwaters protecting the Point Hudson Marina were damaged during these storms, with broken cable ties and piles, loss of armor rock and overall acceleration of structural deterioration which forced waves and debris into the marina and further damaged docks and floats within the moorage basin; and

WHEREAS, the winter storms of December 2018 revealed the deteriorated and vulnerable condition of the Point Hudson Breakwater, which, if not replaced with more robust and resilient infrastructure, could in future jeopardize public and private property and threaten the economic life of the community; and

WHEREAS, demolition and replacement of both arms of the Point Hudson Breakwater will strengthen critical infrastructure to ensure that it is more resilient and secure, thereby safeguarding the Point Hudson Marina and the businesses which rely directly or indirectly on this facility, as well as the economic vitality of Port Townsend's Commercial Historic District more generally; and

WHEREAS, the Economic Development Administration of the U.S. Department of Commerce (EDA) administers the Economic Adjustment Assistance (EAA) Disaster Recovery Program which makes 80% matching grant funds available to help communities devise and implement long-term economic development recovery strategies in areas where a Presidential Declaration of a major disaster was issued; and

WHEREAS, the Port of Port Townsend qualifies to apply for EAA Disaster Recovery Program grant assistance (funding opportunity number EDA-2019-DISASTER) in that:

- Jefferson County, Washington was included in the major disaster Presidential declaration (DR-4418) under the Robert T. Stafford Disaster Relief and Emergency Assistance Act as a result of the December 2018 winter storms; and
- The proposed Point Hudson Breakwater replacement project aligns with Investment Priorities identified by the EDA in that:
 - It would facilitate economic recovery and resilience and strengthen the ability of the community to withstand future natural disasters and economic shocks; and

- It is a critical infrastructure project that would replace a key component of the physical infrastructure that sustains the local economy; and
- It would help to attract private investment and retain and grow jobs within a designated Opportunity Zone;
- The proposed breakwater replacement has been identified as a priority capital project within the North Olympic Development Council's Comprehensive Economic Development Strategy (CEDS) since 2016; and
- The project is also reflected in the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements as a priority capital project necessary to support the health and resilience of the Port Townsend and Jefferson County economy; and

WHEREAS, the Port of Port Townsend matching funds will come from Port general obligation bond indebtedness and Port reserves pending Port Commission appropriation following notice of award from the EDA, which is not anticipated until later this year.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. **Application for Disaster Recovery Program Grant Assistance Confirmed:** The Commission for the Port of Port Townsend, Jefferson County, Washington, supports preparation and submission of EDA EAA Disaster Recovery Program grant application for up to \$10,400,000 to demolish and reconstruct both the South and North arms of the Point Hudson Breakwater.
2. **Executive Director Authorized to Execute All Necessary Documents & Agreements:** The Port Commission authorizes its Executive Director, Eron Berg, or his designee, to sign and submit all necessary documents to both apply to and to enter into a project agreement with the EDA, if the requested funding is awarded.
3. **Port of Port Townsend Match Commitment:** The Port Commission expresses its commitment to meet the EAA Disaster Recovery Program match requirements with up to \$2,600,000 in local/Port match monies.
4. **Adequacy of Process Confirmed:** The Port of Port Townsend certifies that appropriate opportunity for public comment on this application was provided, and further, that this application authorization was properly and lawfully adopted following the requirements of the Port of Port Townsend and all applicable laws and policies.

ADOPTED this 8th day of July 2020, by the Commission of the Port of Port Townsend and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission duly affixed.

ATTEST:

Pamela A. Petranek, Secretary

Peter W. Hanke, President

William W. Putney, III, Vice President

APPROVED AS TO FORM:

Port Attorney

PORT OF PORT TOWNSEND

AGENDA COVER SHEET

MEETING DATE	July 08, 2020
AGENDA ITEM	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading <input checked="" type="checkbox"/> Regular Business <input type="checkbox"/> Informational Items
AGENDA TITLE	VII. A. Covid-19 Update
STAFF LEAD	Executive Director Eron Berg & Finance Director Abigail Berg
REQUESTED	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Motion/Action <input type="checkbox"/> Discussion
ATTACHMENTS	Staff Memo Covid-19 Model

PORT OF PORT TOWNSEND

AGENDA MEMO

DATE: 7/8/2020
TO: Commission
FROM: Eron Berg, Executive Director & Abigail Berg, Finance Director
SUBJECT: COVID-19 pandemic update & fiscal impact

ISSUES

1. Provide the Commission with an update on the Port's response to the COVID-19 pandemic.
2. Update the Commission on the COVID-19 Model and proposed updates.

BACKGROUND

This is the eighth memo providing updated information related to the COVID-19 pandemic, its impact on Port operations and the Port's response. No additional emergency orders have been issued since your last update. In addition to updates to the items mentioned in the prior COVID-19 memos, the primary purpose of this memo is to provide the Commission with information related to possible fiscal impacts of this pandemic on the Port, details on actions already taken and to discuss additional planned actions for 2020.

DISCUSSION

Brief updates since June 24, 2020 report:

1. Jefferson County is still in Phase 2 with Phase 3 pending approval by the state.
2. The Yard is open with restrictions (i.e., masking, social distancing, etc., as detailed in a supplemental haul-out agreement).
3. Guest moorage is operating mostly normally.
4. The Point Hudson RV park is open and operating mostly normally.
5. Ramps are open and operating mostly normally.
6. The Port's restroom facilities remain closed to the general public. Additional porta-potties have been located near the ramps at Boat Haven and at Point Hudson, as well as a hand-washing station at the Boat Haven Ramp.
7. The Port's offices remain closed to the public. Walk up service at windows is open at both the Yard/Moorage office and at Point Hudson. Improvements to the walk-up windows are underway at this time to provide cover for customers and relocated work stations for staff.
8. Consistent with the Jefferson County health officer's directives, meetings of the Port commission remain via Zoom until further notice.

The arc of the pandemic remains unclear at this time. As more counties reopen more fully, the incidence of infection is increasing, which may prompt revisions to the reopening schedule established by Governor Inslee. The Port is continuing to monitor the situation and be flexible in response to changing circumstances.

We continue to work with our governmental collaborators with the chief appointed officers of the county, city, PUD and port meeting weekly. The first meeting of the Intergovernmental Collaboration Committee was held on June 25th to discuss the role of the ICC in coordinating with community groups on the COVID-19 Recovery & Resiliency Plan.

COVID-19 MODEL UPDATE

The Commission was presented with three scenarios for the recovery phase on April 22, 2020: Quick, Moderate and Extended. Staff recommended and the Commission agreed to use the Moderate Recovery Scenario as the basis for the assumptions in the model that was also presented at that meeting. As a reminder, here are those assumptions:

MODERATE RECOVERY ASSUMPTIONS APRIL 22, 2020

PTBH

Reduce perm moorage by 10% Apr-Dec
Reduce nightly guest by 40% Apr-June
Reduce nightly guest July-Dec

YARD

Reduce 2020 yard overall by 40% Apr-June
Reduce shipyard laydays by trade with Shipwrights' Coop

PT HUDSON

Reduce perm moorage by 10% Apr-Dec
Reduce moorage nightly by 100% Apr-June
Reduce moorage nightly by 50% July-Dec
Delete cruise ships, Event Fac & Passenger Fees (Apr-Oct)
Reduce bldg. leases by 25% (Apr-Dec)
Increase RV Monthly May-June (offset from Nightly)
Reduce RV nightly same as moorage - 100% Apr-June
Reduce RV nightly same as moorage - 50% July-Dec

PTBH PROP

Reduce lease revenue by 25% (Apr-Dec)

RAMPS

Reduce by 50%

Revenue decreases from this scenario totaled \$1,038,045.

With actuals through May now included in the model, and the application for Phase 3 pending, we are proposing updates to the assumptions as follows:

**MODERATE RECOVERY
ASSUMPTIONS
JULY 2, 2020**

PTBH

Reduce perm moorage by 10% Apr-May
Reduce nightly guest by 40% Apr-May; decrease additional
\$40,000, June-September

YARD

Reduce 2020 yard overall by 40% April-May
Reduce 2020 yard overall by 20% June
Reduce shipyard laydays by trade with Shipwrights' Coop

PT HUDSON

Reduce perm moorage by 10% April-May
Reduce moorage nightly by 100% April-May
Reduce moorage nightly by ~90% June
Reduce moorage nightly by 50% July-Dec
Reduce City Pier & Union Wharf Usage & Passenger Fees by
90% (June-Dec)
Reduce bldg. leases by 25% (Apr-Dec)
Reduce RV nightly - 100% Apr-May
Reduce RV nightly - 50% June
Reduce RV nightly - 25% July-Dec

PTBH PROP

Restored revenue to budget as indicated by actuals.

RAMPS

Reduce by 50% Apr-May; 25% June-Dec

Revenue decreases from this scenario total \$786,224.

These updated assumptions clearly do not assume a double dip or second closure as a result of any resurgence in COVID-19. In the event reopening the economy is delayed, these assumptions would require revisions. Similarly, it is unclear what impact the changing economy might have on Yard revenues following a very busy June (and currently busy schedule for July with the 75-ton lift booked through July 22 and five 300-ton hauls scheduled in July); the assumptions imagine the rest of 2020 unfolding as budgeted for the Yard, July-December.

The Commission established a target for Ending Unreserved Cash at the end of 2020 of \$1,993,540. With May actuals and the updated assumptions discussed above, the projecting ending unreserved

cash is now estimated at \$1,991,810. We are guardedly optimistic that we will achieve the Commission's target.

Notable changes in the model include:

1. In the report presented on May 27th, there was funding for projects that were anticipated to come from capital reserves in the amount of \$437,396. These funds were appropriately reduced from the estimated 2020 ending reserves balance; however, it was not added back to the ending unreserved cash balances. When added back, the May 27th estimated ending unreserved balance should have been reported as \$1,964,787 (not \$1,527,391).
2. Updated spending of IDD revenue based on the Commission's June 24, 2020 actions:
 - a. 2020 revenue \$809,054
 - b. 2020 expenditures:

PH jetty	\$408,000
D-Dock	\$ 80,272
Linear electrical	\$ 30,050
Quilcene design	\$ 25,000
 - c. Ending reserve \$265,732
3. Our planned 2020 work at Boat Haven is shifting to a more complete renovation of a smaller area which has reduced the planned costs for 2020. If successful, we will propose making this an annual activity for Port staff for the foreseeable future.
4. Repairs to marina fire suppression systems at Boat Haven and Point Hudson are new as a result of testing last month; \$49,125 in new small capital for Point Hudson and \$15,500 for Boat Haven, funded by the Boat Haven reserve.
5. The JCIA runway project is substantially complete and the model now includes change orders as well as offsetting revenue from the FAA (runway subsoil conditions) and the city (waterline carrier). The project's total costs have increased to \$3,781,516; the port's estimated costs for this project are \$47,076 -- \$39,000 of which was not in the 2020 budget.
6. CARES Act funding for JCIA operations is now included at \$30,000.
7. As we continue to march forward to full cash reporting, you will see both collections and payments are shown for retainage, various deposits (security & moorage), sales tax, leasehold excise tax and hotel/motel tax.
8. Permanent moorage tenants continue to pay their bills and with the continued assignment of slips to new permanent moorage tenants, this line item is increasing (and we believe this has also resulted in reductions to monthly guest moorage).
9. Boat Haven leasehold tenants continue to pay rent and new/updated leases appear to be offsetting rent deferrals.

In addition to these notable changes, you will notice that the formatting of the model is continuing to evolve as we work to make it as clear and transparent as possible. It is our plan to add further details in the next iteration to specifically address reserves.

EXECUTIVE SUMMARY OF UPDATED COVID-19 MODEL WITH MAY ACTUALS

	Adopted Bdgt	YTD Actual & Covid-19 Projections	
		May 27th Report	July 8th Report
Revenues	6,389,249	5,316,012	5,603,025
Expenses	5,114,823	4,739,529	4,875,893
Net Revenue	1,274,426	576,483	727,132
Other Incr. in Cash	4,620,290	4,936,069	6,020,726
Other Decr. In Cash	271,088	5,813,474	6,635,655
Net Other Incr./Decr. In Cash	4,349,202	(877,406)	(614,929)
Est. Ending Unreserved Cash	1,830,180	1,527,391	2,152,038
Est. ending Reserved Cash	1,062,234	1,518,093	1,319,716
	2,892,414	3,045,484	3,471,754

FISCAL IMPACT

As discussed herein.

ATTACHMENTS

1. COVID-19 model, updated July 2, 2020

RECOMMENDATIONS

1. Provide direction, if any, related to the Port's response to the COVID-19 pandemic, including the updated model.

Updated 2020 Budget Projections for Covid-19 Pandemic

Includes May Activity, prepared July 1, 2020

Beginning Unreserved Cash \$ 1,970,703

	Actual Jan-20	Actual Feb-20	Actual Mar-20	Budget Apr-20	Actual Apr-20	Budget May-20	Actual May-20	Budget Jun-20	Budget Jul-20	Budget Aug-20	Budget Sep-20	Budget Oct-20	Budget Nov-20	Budget Dec-20	Total Adopted Budget 2020	total Actual & Remaining Budget	Over (Under) Budget
Revenues																	
Perm Moorage	109,624	88,735	97,765	97,823	96,406	97,875	108,979	98,080	93,742	93,373	95,020	97,749	97,880	97,874	1,169,496	1,175,226	5,730
Liveaboard Fee	2,004	1,724	1,924	1,730	1,924	2,311	2,405	2,229	2,229	2,229	2,229	2,229	2,061	2,061	24,749	25,246	497
Work Flt/Lift Pier	463	363	52	750	151	750	-	750	750	750	750	750	750	750	9,000	6,279	(2,721)
Monthly Guest	20,977	17,780	17,103	31,287	15,349	30,714	25,235	29,884	33,065	32,379	32,154	31,924	25,540	22,347	343,803	303,738	(40,066)
Nightly Guest	7,949	6,876	9,917	14,420	3,875	28,840	9,451	27,810	38,831	35,020	36,050	12,566	6,489	6,489	232,883	201,323	(31,560)
Nightly Guest - Est. Decrease	-	-	-	(9,476)	-	(9,476)	-	(19,476)	(14,000)	(14,000)	(14,000)	(4,000)	(4,000)	(4,000)	-	(73,476)	(73,476)
PTBH - Miscellaneous Revenue	950	800	1,101	2,100	1,314	950	1,110	1,300	1,200	1,200	1,100	1,000	1,000	950	14,500	13,025	(1,475)
PTBH - Showers	603	608	693	1,050	667	1,200	790	850	1,250	1,250	1,250	1,050	850	600	11,200	10,461	(739)
PTBH - Restroom Fobs	65	10	45	50	25	100	25	100	200	100	100	100	50	50	1,000	870	(130)
PTBH - Laundry	378	421	490	550	247	550	545	550	750	750	650	550	550	300	6,350	6,180	(170)
PTBH - Promo Sales	16	16	16	50	12	50	-	75	75	50	50	50	50	50	650	460	(190)
PTBH - Electric	13,308	3,073	9,505	9,750	8,578	8,850	9,154	6,500	8,300	7,100	6,300	6,500	8,700	9,300	106,600	96,318	(10,282)
PT Boat Haven Moorage	156,336	120,407	138,609	140,424	128,548	153,054	157,693	148,652	166,392	160,201	161,653	150,468	139,920	136,771	1,920,231	1,765,650	(154,581)
Yard - Liveaboard Fee	233	314	156	77	160	77	401	77	77	77	77	77	77	77	924	1,803	879
Yard - Miscellaneous Revenue	(1,800)	6	61	373	50	373	-	373	373	373	373	373	373	377	4,480	932	(3,548)
Yard - WY Port Labor	-	-	-	300	-	400	-	500	-	-	-	400	250	250	3,500	1,400	(2,100)
Yard - SY Port Labor	600	-	465	1,000	-	700	800	400	-	-	-	500	300	-	4,500	3,065	(1,435)
Environmental - Clean Up Rev	-	-	2,210	-	-	-	200	-	-	-	-	-	-	-	-	2,410	2,410
Yard - Wrk Yard Enviro Fee	3,868	3,789	4,977	4,800	4,306	4,800	4,185	4,420	4,360	4,260	4,560	4,300	4,800	4,006	51,306	51,831	525
Yard - Ship Yard Enviro Fee	1,391	1,250	696	1,500	1,428	932	2,361	-	-	-	1,500	2,900	4,100	-	16,932	15,626	(1,306)
Yard - 70/75 Ton Hoist Revenue	11,920	19,111	19,875	39,797	15,341	39,061	21,271	39,804	30,892	28,140	27,237	35,946	17,068	14,574	334,479	281,179	(53,300)
Yard - 300 Ton Hoist Revenue	23,413	19,354	12,888	12,579	25,035	30,667	22,207	24,457	16,533	13,335	15,540	14,285	10,915	11,524	200,291	209,486	9,195
Yard - Washdown Revenue	4,826	3,588	6,337	7,400	6,689	9,700	7,926	9,400	7,000	5,900	8,684	10,300	5,800	5,500	86,684	81,951	(4,733)
Yard - Bilge Water Revenue	36	20	487	380	789	352	1,379	100	-	428	625	725	563	461	6,480	5,613	(867)
Yard - Work Yard Revenue	42,825	40,938	52,897	61,560	42,171	62,928	36,075	59,140	49,140	54,720	54,720	45,004	40,554	37,583	580,687	555,767	(24,920)
Yard - Ship Yard Revenue	31,484	25,577	33,752	42,305	25,041	40,941	34,097	29,122	13,915	18,325	37,435	46,045	47,523	39,723	419,824	382,038	(37,786)
Yard - L/T Storage	6,868	3,248	5,167	6,317	5,325	6,317	11,380	6,317	6,317	6,317	6,317	6,317	6,317	6,317	75,804	76,207	403
Yard - Blocking Rent	3,204	2,375	3,428	5,300	3,018	5,100	2,884	4,800	2,425	2,000	5,200	5,275	5,200	5,230	56,430	45,039	(11,391)
Yard - Off Port Property Tarp Fee	140	-	444	125	424	125	36	125	125	125	125	125	125	125	1,500	1,919	419
Yard - WY Electric	2,678	2,357	3,624	3,300	2,765	2,700	2,470	2,550	2,550	2,400	2,400	2,550	2,550	2,640	31,980	31,535	(445)
Yard - SY Electric	3,762	2,285	4,172	4,380	3,375	4,100	9,183	3,120	1,460	1,280	2,680	3,560	4,380	4,300	43,040	43,557	517
Coop space - Est. Decrease	-	-	-	(2,222)	-	(2,222)	-	(2,222)	(2,222)	(2,222)	(2,222)	(2,222)	(2,222)	(2,222)	-	(15,554)	(15,554)
Over-all Est. Decrease	-	-	-	(78,063)	-	(78,063)	-	(39,031)	-	-	-	-	-	-	-	(39,031)	(39,031)
Yard Operations	135,449	124,212	151,636	111,208	135,917	128,988	156,855	143,452	132,945	135,458	165,251	176,460	148,673	130,465	1,918,841	1,736,773	(182,068)
Pt Hudson - Permanent Moorage	10,594	9,480	10,477	12,235	9,733	12,759	12,587	13,231	12,965	12,739	12,603	12,322	12,322	11,250	145,557	140,303	(5,254)
Perm Moorage Est. Decrease	-	-	-	(1,255)	-	(1,255)	-	-	-	-	-	-	-	-	-	-	-
Pt Hudson - Liveaboard Fee	922	1,022	922	882	882	-	543	-	-	-	-	772	772	772	6,084	6,605	521
Pt Hudson - Monthly Guest	15,955	15,825	15,331	14,665	14,652	695	12,554	695	695	695	695	14,665	15,911	15,911	114,876	123,583	8,707
Pt Hudson - Nightly Guest	1,122	2,807	3,590	9,512	310	24,560	1,322	33,644	52,197	50,632	32,231	5,617	3,481	2,696	222,908	189,649	(33,259)
Nightly Guest Est. Decrease.	-	-	-	(9,512)	-	(24,560)	-	(30,365)	(26,099)	(25,316)	(16,116)	(2,809)	(1,741)	(1,348)	-	(103,792)	(103,792)
PH - City Pier/Union Wharf Usage	-	-	-	2,292	-	3,778	-	1,762	2,892	2,574	2,636	4,041	-	-	19,975	13,905	(6,070)
City Pier/Union Wharf Est. Decr.	-	-	-	(2,292)	-	(3,778)	-	(1,586)	(2,603)	(2,317)	(2,372)	(3,637)	-	-	-	(12,515)	(12,515)
Pt Hudson - Monthly R.V.	10,650	6,894	11,105	9,056	7,095	5,203	10,156	-	-	-	-	5,203	7,924	8,535	68,604	67,562	(1,042)
Monthly R.V. Est. Increase	-	-	-	-	-	8,333	-	-	-	-	-	-	-	-	-	-	-
Pt Hudson - Nightly R.V.	8,694	10,328	8,589	22,753	126	39,310	-	52,090	61,584	59,786	47,744	37,039	14,885	9,812	382,726	310,677	(72,049)
Nightly R.V. Est. Decrease	-	-	-	(22,753)	-	(39,310)	-	(26,045)	(15,396)	(14,947)	(11,936)	(9,260)	(3,721)	(2,453)	-	(83,758)	(83,758)
Pt Hudson - Kayak Racks	862	629	1,014	1,164	1,322	1,270	1,210	1,180	1,207	920	758	758	758	867	11,869	11,485	(384)
Pt Hudson - Reservation Fee	2,602	2,706	269	3,450	(1,646)	4,510	246	5,120	6,760	5,720	3,270	3,290	2,050	1,930	43,150	32,317	(10,833)
Pt Hudson - Showers	415	300	598	723	514	828	364	857	1,030	1,020	904	736	563	552	8,740	7,851	(889)
Pt Hudson - Laundry	953	688	970	934	808	976	665	819	1,461	1,377	964	928	651	686	11,302	10,969	(333)
Pt Hudson - Passenger Fee	-	-	-	1,476	-	2,418	-	2,630	3,650	3,230	2,252	1,346	-	-	17,002	13,108	(3,894)
Passenger Fee Est. Decrease	-	-	-	(1,476)	-	(2,418)	-	22	(2,367)	(3,285)	(2,907)	(2,027)	(1,211)	-	-	(11,797)	(11,797)

Pt Hudson - Promo Sales	12	45	48	50	-	150	-	150	150	150	150	50	50	-	950	805	(145)
Pt Hudson - Miscellaneous Rev	272	18	-	200	12	200	-	200	200	200	200	(100)	100	100	1,700	1,201	(499)
Pt Hudson - Enviro Clean up	-	-	-	-	212	-	-	-	-	-	-	-	-	-	-	212	212
Pt Hudson - Bldg Lease Revenue	32,638	29,959	30,462	32,237	26,949	32,237	27,094	32,237	32,237	32,237	32,237	32,237	32,237	32,236	386,843	372,761	(14,082)
Bldg. Lease Est. Decrease	-	-	-	(8,059)	-	(8,059)	-	(8,059)	(8,059)	(8,059)	(8,059)	(8,059)	(8,059)	(8,059)	-	(56,415)	(56,415)
Pt Hudson - Parking	223	241	109	500	55	1,500	110	2,200	2,200	2,800	750	-	-	-	10,150	8,687	(1,463)
Pt Hudson - Event Facility Rev	536	-	-	150	(200)	600	-	600	600	700	26,900	500	250	50	30,700	29,936	(764)
Event Facility Est. Decrease	-	-	-	(150)	-	(600)	-	(600)	(600)	(700)	(26,900)	(500)	(250)	(50)	-	(29,600)	(29,600)
Pt Hudson - Property Utility Reim	2,886	954	3,812	3,600	1,528	3,600	954	3,400	3,500	3,300	3,500	3,600	3,600	3,600	42,500	34,634	(7,866)
Pt Hudson - Electric	2,582	759	2,347	2,500	2,062	2,200	2,492	3,050	4,500	4,500	2,950	2,450	2,450	2,610	34,810	32,752	(2,058)
Point Hudson Marina, RV & Prop	91,916	82,653	89,642	72,882	64,413	65,147	70,296	84,843	131,786	128,335	103,334	99,978	84,233	79,697	1,560,446	1,111,127	(449,319)
PTBH Prop - Lease Revenue	54,061	47,329	51,764	46,031	38,224	46,031	75,584	46,031	46,031	46,031	46,031	46,031	46,031	46,031	552,371	589,178	36,807
PTBH Prop - Storage Unit Revenue	898	898	588	785	806	705	762	719	741	693	550	560	650	650	8,280	8,515	235
PTBH Prop - Fuel Dock Lease	1,192	904	1,039	1,200	1,209	1,500	875	1,800	2,700	2,500	2,300	2,300	1,600	1,000	20,000	19,417	(583)
PTBH Prop - Electric	150	(13)	538	350	86	300	524	289	201	310	200	150	200	200	2,800	2,836	36
PTBH Prop - Stormwater Fees	1,086	929	953	650	966	650	1,092	650	650	650	650	650	650	650	7,800	9,576	1,776
PTBH Prop - Other Util, Wtr, Swr, Garbg	1,684	230	1,169	2,116	2,023	2,116	1,994	2,116	2,116	2,116	2,116	2,116	2,120	2,120	25,400	21,920	(3,480)
PT Boat Haven Properties	59,070	50,276	56,051	35,788	43,314	35,958	80,831	51,605	52,439	52,300	51,847	51,807	51,251	50,651	616,651	651,442	34,791
Quilcene - Permanent Moorage	3,527	3,230	3,358	4,269	4,144	5,502	3,499	5,023	5,533	5,922	4,824	4,157	3,200	2,842	49,222	49,259	37
Quilcene - Liveaboard Fee	340	160	240	78	381	78	441	78	78	78	78	78	78	78	936	2,109	1,173
Quilcene - Nightly Moorage	77	22	-	80	-	350	229	875	775	1,000	260	65	50	(50)	3,645	3,302	(343)
Quilcene - Showers	420	280	150	274	340	228	450	227	400	400	300	250	200	170	3,074	3,587	513
Quilcene - Reservations	99	22	-	120	-	50	-	200	80	50	20	-	-	-	700	471	(229)
Quilcene - Misc Revenue	-	-	-	20	-	25	-	35	40	50	45	-	-	-	215	170	(45)
Quilcene - Lease Revenue	5,324	5,324	5,106	5,308	5,543	5,308	-	10,616	5,308	5,308	5,308	5,308	5,308	5,308	63,694	63,761	67
Quilcene - Fuel Sales	1,197	-	445	2,250	1,152	1,100	822	2,092	2,041	2,712	2,400	2,170	1,350	700	19,500	17,081	(2,419)
Fuel Sales Est. Decrease	-	-	-	(2,250)	-	(1,100)	-	(2,092)	(2,041)	(2,712)	(2,400)	(2,170)	(1,350)	(700)	-	(13,465)	(13,465)
Quilcene - Recreatl Ramp Fees	384	320	196	830	233	2,050	1,630	1,521	1,489	1,580	1,270	170	100	100	10,470	8,993	(1,477)
Recreatl Ramp Fees Est. Decrease	-	-	-	(415)	-	(1,025)	-	(761)	(745)	(790)	(635)	(85)	(50)	(50)	-	(3,115)	(3,115)
Quilcene - Commercial Use Fees	-	-	-	1,200	-	600	1,200	-	800	-	200	-	-	-	3,000	2,200	(800)
Quilcene - Water	1,058	296	921	1,200	1,089	1,200	-	1,200	1,200	1,200	1,200	1,200	1,200	1,200	14,400	11,764	(2,636)
Quilcene - Electric	371	99	347	71	301	107	343	85	144	107	75	75	75	75	1,189	2,096	907
Quilcene Marina & Property	12,797	9,754	10,764	13,035	13,181	14,473	8,613	19,100	15,103	14,905	12,945	11,218	10,161	9,673	170,045	148,213	(21,832)
Ramp Fees	3,810	4,450	2,699	3,200	315	5,880	5,138	5,100	8,662	2,760	2,200	1,398	1,000	200	43,700	37,732	(5,968)
Ramp Fees Est. Decrease	-	-	-	(1,600)	-	(2,940)	-	(1,275)	(2,166)	(690)	(550)	(350)	(250)	(50)	-	(5,330)	(5,330)
Ramps: Failure to Pay	-	-	(30)	-	-	-	-	-	-	-	-	-	-	-	-	(30)	(30)
PTBH - Commercial Use Fees	-	-	-	-	-	-	200	1,200	1,800	600	1,000	1,000	-	-	5,600	5,800	200
Dinghy Float Revenue	26	300	-	350	150	350	-	200	200	150	100	50	-	-	2,000	1,176	(824)
Ramp Use	3,836	4,750	2,669	1,950	465	3,290	5,338	5,225	8,497	2,820	2,750	2,099	750	150	51,300	39,348	(11,952)
JCIA - Miscellaneous Revenue	-	-	-	8	-	8	-	8	8	8	8	8	8	8	100	58	(42)
JCIA - Lease Revenue	9,429	8,954	9,177	9,371	9,126	9,371	9,443	9,371	9,371	9,371	9,371	9,371	9,371	9,371	112,452	111,725	(727)
JCIA - Hangar Revenue	2,713	2,137	2,492	2,681	3,126	2,681	2,522	2,681	2,681	2,681	2,681	2,681	2,681	2,684	32,175	31,760	(415)
JCIA - Vehicle Parking Revenue	206	-	-	45	32	75	-	85	85	85	85	45	45	35	720	703	(17)
JCIA - Aircraft Parking	399	55	33	80	416	175	116	175	350	250	151	50	50	50	1,476	2,095	619
JCIA - Fuel Lease Revenue	96	83	-	250	291	431	169	450	343	343	200	200	200	175	3,165	2,549	(616)
JCIA - Electric	205	-	-	180	539	134	5	289	105	124	75	80	80	80	1,647	1,582	(65)
JCIA Operations	13,048	11,228	11,702	12,615	13,530	12,875	12,254	13,059	12,943	12,862	12,571	12,435	12,435	12,403	151,735	150,473	(1,262)
Total Operating Revenues	472,453	403,280	461,073	387,902	399,368	413,785	491,881	465,936	520,105	506,881	510,351	504,465	447,423	419,810	6,389,249	5,603,025	(786,224)
Operating Expenses																	
Salaries & Wages	186,128	169,397	84,409	188,275	302,731	199,364	184,382	199,364	186,694	186,694	186,700	176,860	175,646	175,615	2,240,037	2,214,620	(25,417)
Maint in Capital (loaded)	-	-	-	-	-	-	-	(500)	(2,000)	(1,000)	(17,286)	(34,572)	(17,286)	-	-	(72,644)	(72,644)
Payroll Taxes	19,956	17,789	9,116	18,900	31,476	20,540	18,957	20,540	19,540	19,540	19,539	17,899	17,702	17,734	228,034	229,787	1,753
Employee Benefits	-	64,363	67,993	67,233	71,425	69,732	73,682	69,732	66,576	66,577	66,578	64,250	63,737	121,736	796,650	796,650	(0)
Uniform Expense	1,046	2,566	481	772	348	752	-	712	712	712	712	712	702	712	8,650	9,412	762
Contract Services	37,173	20,745	10,575	18,654	17,192	21,274	23,318	19,953	26,043	20,003	22,305	20,302	21,802	21,331	257,016	260,742	3,726
Consulting Services	-	-	-	2,500	-	2,500	-	5,000	2,500	2,500	5,000	2,500	2,500	5,000	40,000	25,000	(15,000)
Legal Services	129	2,667	1,980	8,333	-	8,333	3,724	8,333	8,333	8,333	8,333	8,333	8,333	8,337	100,000	66,834	(33,166)
Use of In-House Counsel	-	-	-	(7,778)	-	(7,778)	-	(4,778)	(4,778)	(4,778)	(4,778)	(4,778)	(4,778)	(4,778)	-	(33,446)	(33,446)

Audit Services	-	-	-	-	-	-	-	-	-	-	-	13,200	2,000	2,000	17,200	17,200	-
Insurance	-	228	-	-	-	-	971	-	-	-	298,396	-	-	-	298,396	299,595	1,199
Office/Computer Supplies	790	251	867	200	86	-	494	200	900	-	-	500	-	-	3,000	4,088	1,088
Operating Supplies	1,204	5,441	4,208	2,013	4,319	14,091	2,487	6,634	4,694	14,096	9,630	8,963	5,758	4,511	90,000	71,945	(18,055)
Enviro Material/Supplies	-	-	-	1,250	8,612	-	2,694	3,362	-	-	3,000	-	-	-	2,500	17,668	15,168
Tarp Pool Expense	-	3,411	5,010	5,270	-	3,000	-	6,400	-	-	2,000	2,500	1,000	-	22,500	20,321	(2,179)
Tarp Pool Est. Decrease				(2,750)		(1,750)		(1,360)		(750)	(1,000)	(1,000)		-	(4,110)	(4,110)	
Emp Recog/Relations	(383)	-	-	50	-	-	50	500	100	-	-	-	-	500	1,200	767	(433)
Postage	-	15	551	155	-	75	1,594	910	825	125	635	75	735	880	5,742	6,345	603
Janitorial Supplies	(3,448)	1,223	1,573	2,853	414	3,553	10,131	1,686	1,913	3,020	3,324	2,830	2,955	3,130	30,250	28,751	(1,499)
Fuel & Lubricants	(2,700)	3,040	704	1,800	2,754	3,990	2,624	2,700	2,650	2,530	1,520	1,470	1,730	1,464	25,964	20,485	(5,479)
Permits	250	960	516	1,400	-	-	260	-	50	1,344	694	-	-	-	6,188	4,073	(2,115)
Equipment Rental	-	-	-	2,000	-	1,300	-	200	-	-	1,200	-	-	-	6,000	1,400	(4,600)
Claims & Damages	-	-	-	-	-	-	-	-	-	-	1,500	-	-	-	3,000	1,500	(1,500)
Membership & Dues	10,308	641	-	50	25	920	1,960	-	2,500	-	-	750	-	900	13,500	17,084	3,584
Bank Charges	5,823	6,557	7,540	7,251	6,875	8,089	5,894	7,858	7,015	7,373	7,715	7,460	7,276	5,601	82,650	82,985	335
Excise Tax	1,772	1,007	1,018	1,842	1,746	2,262	981	2,814	3,645	3,241	3,120	1,893	1,685	1,667	25,740	24,589	(1,151)
Bad Debt	-	(200)	48,973	-	(48,973)	5,000	-	-	-	-	-	-	-	3,000	8,000	2,800	(5,200)
Miscellaneous Expense	-	854	-	125	6,949	125	4,192	275	175	183	183	133	233	183	2,249	13,361	11,112
Repair & Maintenance Supplies	(5,258)	18,842	9,815	8,108	14,792	7,334	11,447	13,730	7,178	6,628	9,777	9,033	8,019	6,054	100,000	110,057	10,057
Utilities	19,682	57,294	48,643	51,291	60,490	45,792	42,077	45,259	43,801	42,962	43,056	48,098	54,569	56,699	565,100	562,631	(2,469)
Utilities Est. Decrease (Yard)	-	-	-	(1,111)	-	(1,111)	-	-	-	-	-	-	-	-	-	-	-
Advertising - Legal (2018)	93	2,309	301	1,042	788	850	-	100	200	538	429	650	150	-	5,257	5,558	301
Marketing	-	3,474	2,997	8,741	4,901	2,752	1,292	3,006	1,800	3,334	4,114	3,868	2,337	2,338	35,000	33,461	(1,539)
Promotion	480	240	240	100	-	1,600	-	2,000	1,926	1,024	1,150	600	400	-	13,000	8,060	(4,940)
Economic Development	-	-	-	-	-	15,000	-	-	-	-	-	-	-	15,000	30,000	15,000	(15,000)
Economic Development Est. Decrease	-	-	-	-	-	(15,000)	-	-	-	-	-	-	-	(15,000)	-	(15,000)	(15,000)
Travel & Training	897	1,857	1,968	1,868	(921)	900	1,063	6,000	2,800	2,450	1,500	850	4,100	6,250	35,000	28,813	(6,187)
Travel & Training Est. Decrease						(900)		(1,500)	(2,450)	(2,100)				-	-	(6,050)	(6,050)
Cost of Fuel (Quilcene)	-	2,035	-	2,900	-	-	-	3,200	2,100	-	2,400	1,500	1,200	1,000	17,000	13,435	(3,565)
Cost of Fuel Est. Decrease	-	-	-	-	-	-	-	(3,200)	(2,100)	-	(2,400)	(1,500)	(1,200)	(1,000)	-	(11,400)	(11,400)
Community Relations	1,863	(336)	2,000	-	-	-	-	-	-	-	-	-	-	-	-	3,527	3,527
Total Operating Expenses	275,805	386,669	311,477	392,336	486,029	410,588	394,274	419,129	383,341	385,328	679,295	353,378	360,304	440,863	5,114,823	4,875,893	(238,930)
Income (Loss) from Operations	196,648	16,611	149,596	(4,434)	(86,661)	3,197	97,607	46,807	136,764	121,553	(168,944)	151,087	87,119	(21,053)	1,274,426	727,133	(547,293)
Other Incr. in Fund Resources																	
Retainage Collected	-	-	-	-	-	-	1,254	-	-	-	-	-	-	-	-	1,254	1,254
Yard Deposits Collected	-	1,000	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000	1,000
PTBH Prop Lease Deposits Collected	-	1,173	1,984	-	121	-	12,494	-	-	-	-	-	-	-	-	15,771	15,771
PH Prop Lease Deposits Collected	-	166	566	-	1,334	-	1,472	-	-	-	-	-	-	-	-	3,538	3,538
PH Marina/RV Deposits Collected	-	-	-	-	1,941	-	17,569	-	-	-	-	-	-	-	-	19,510	19,510
Deposits & Retainage Collected	-	2,339	2,550	-	3,395	-	32,789	-	-	-	-	-	-	-	-	41,072	41,072
Sales Tax Collected	-	-	-	-	-	-	23,841	-	-	-	-	-	-	-	-	23,841	23,841
Leasehold Tax Collected	-	-	-	-	-	-	205,403	-	-	-	-	-	-	-	-	205,403	205,403
Hotel/Motel Tax Collected	-	-	-	-	-	-	743	-	-	-	-	-	-	-	-	743	743
Taxes Collected	-	-	-	-	-	-	229,987	-	-	-	-	-	-	-	-	229,987	229,987
Grants - FAA	-	69,836	-	-	-	-	-	-	257,161	-	2,840,575	-	450,000	124,675	3,288,400	3,742,247	453,847
Other Capital Grants	-	41,835	-	45,000	52,881	-	-	35,768	19,516	1,891	-	-	-	2,800	107,800	154,690	46,890
Inter Governmental - City/JCIA	-	-	-	-	-	-	-	-	-	35,000	-	-	-	-	-	35,000	35,000
2020 Cares Act - JCIA Operations	-	-	-	-	-	-	-	-	-	-	-	-	-	30,000	-	30,000	30,000
Capital Contributions/Grants	-	111,670	-	45,000	52,881	-	-	35,768	276,677	36,891	2,840,575	-	450,000	157,475	3,396,200	3,961,937	565,737
ARRA Bond Interest Subsidy	-	-	-	-	-	-	-	16,000	-	-	-	-	16,000	-	32,000	32,000	-
Investment Interest	2,131	1,968	1,647	2,200	1,003	2,200	649	2,200	2,200	1,600	1,500	1,500	1,000	1,000	22,000	18,397	(3,603)
Interest	2,131	1,968	1,647	2,200	1,003	2,200	649	18,200	2,200	1,600	1,500	1,500	17,000	1,000	54,000	50,397	(3,603)
Operating Tax Levy	3,031	49,885	63,564	420,300	368,754	50,000	87,960	4,000	4,000	7,000	23,778	350,028	65,000	3,000	1,030,000	1,030,000	(0)
IDD Tax Levy	1,078	54,399	53,707	-	290,331	-	71,402	3,499	2,000	3,500	18,512	295,000	14,125	1,500	-	809,054	809,054
State Forest Revenues	1,263	9,153	5,949	2,000	31	2,000	11	2,500	2,500	2,000	2,000	2,000	2,000	2,000	24,000	31,407	7,407
State Timber Excise Tax	-	10,570	-	-	-	8,000	4,720	-	-	9,000	-	-	8,000	-	33,000	32,290	(710)
Leasehold Excise Tax	-	2,299	-	1,415	323	-	-	1,315	-	1,315	-	1,315	-	1,315	8,090	7,883	(207)
Property & other taxes	5,372	126,305	123,221	423,715	659,439	60,000	164,093	11,314	8,500	22,815	44,290	648,343	89,125	7,815	1,095,090	1,910,633	815,543
Insurance Recovery	1,150	-	-	-	-	-	2,833	4,326	-	-	-	-	-	200,000	50,000	208,309	158,309
Finance Charges	1,448	20	2,979	2,100	130	2,100	73	2,150	2,000	2,000	2,000	1,900	1,800	1,250	24,000	17,749	(6,251)
Other Non-Operating Revenues	-	-	-	5	-	105	-	24	-	5	105	105	5	105	1,000	430	(570)

Misc Other Incr. Fund Rsrcs	2,598	20	2,979	2,105	130	2,205	2,906	6,476	2,005	2,105	2,105	1,905	1,905	201,355	75,000	226,489	151,489
LESS: IDD Reserve for 2020	(1,078)	(54,399)	(53,707)	-	(290,331)		(71,402)	(3,499)	54,000	162,750	99,856	(178,126)	71,453	(1,500)	-	(265,984)	(265,984)
LESS: Oper. & PW Capital Funding	(21,250)	(21,250)	-	(21,250)	(32,555)	-	-	(21,250)	(21,250)	(21,250)	(21,250)	(21,250)	68,750	(21,250)	(255,000)	(133,805)	121,195
Total Other Incr. Fund Resources	(12,228)	166,653	76,689	451,770	393,962	64,405	359,021	47,009	322,132	204,911	2,967,076	452,372	698,233	344,895	4,365,290	6,020,726	1,655,436
Other Decr. In Fund Resources																	
Retainage Paid	-	-	-	-	-	-	6,265	-	-	-	-	-	-	-	-	6,265	6,265
PH Deposits Refunded	-	-	-	-	1,981	-	9,503	-	-	-	-	-	-	-	-	11,484	11,484
Deposits & Retainage Paid	-	-	-	-	1,981	-	15,768	-	-	-	-	-	-	-	-	17,749	17,749
Sales Tax Remitted	-	-	-	-	-	-	22,401	-	-	-	-	-	-	-	-	22,401	22,401
Leasehold Tax Remitted	-	-	-	-	-	-	238,820	-	-	-	-	-	-	-	-	238,820	238,820
Hotel/Motel Tax Remitted	-	-	-	-	-	-	929	-	-	-	-	-	-	-	-	929	929
Taxes Remitted	-	-	-	-	-	-	262,150	-	-	-	-	-	-	-	-	262,150	262,150
Principal - 2010 LTGO Bond	-	-	-	-	-	-	-	-	-	-	-	-	-	295,000	-	295,000	295,000
Interest - 2010 LTGO Bond	-	-	-	-	-	-	-	93,619	-	-	-	-	-	93,619	187,238	187,238	-
Principal - 2015 LTGO Refund Bond	-	-	-	-	-	-	-	-	460,000	-	-	-	-	-	-	460,000	460,000
Interest - 2015 LTGO Refund Bond	44,625	-	-	-	-	-	-	-	44,625	-	-	-	-	-	82,350	89,250	6,900
Bond Principal & Interest	44,625	-	-	-	-	-	-	93,619	504,625	-	-	-	-	388,619	269,588	1,031,488	761,900
Bond Management Fees	-	-	-	-	-	-	-	250	-	-	250	-	-	250	1,000	750	(250)
Investment Fees	50	50	50	45	50	45	32	45	45	45	40	40	40	35	500	522	22
Bond Mgmt, Issuance, Investment	50	50	50	45	50	45	32	295	45	45	290	40	40	285	1,500	1,272	(228)
PH South Jetty project	488	11,468	17,124	10,000	26,898	25,000	1,253	33,747	37,000	15,000	12,000	7,419	12,500	6,345	100,000	181,242	81,242
IDD - South Jetty project	-	-	-	-	-	-	-	-	56,000	132,250	102,570	67,180	50,000	-	-	408,000	408,000
JCIA Runway Rehab	11,240	775	370	-	595	-	54,267	257,161	2,875,011	212,782	172,782	70,104	115,189	11,240	3,304,000	3,781,516	477,516
BH Breakwater Repair	61	142	30	-	15,356	-	35,769	-	-	-	-	175,000	124,858	-	300,000	351,216	51,216
BH Breakwater-Pd by Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	(151,277)	-	(151,277)	(151,277)
PH Hudson St. Air Ventilation	-	3,557	26,827	-	(35)	4,020	(215)	-	-	-	-	-	-	-	-	30,134	30,134
PH Hudson St. Leashld Imp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	35,000	-	(35,000)
2019 WorkYard Resurfacing	665	-	-	-	-	-	-	-	-	-	-	-	-	-	-	665	665
2020 WorkYard Resurfacing	-	-	-	-	333	-	143	-	-	-	44,525	40,500	-	4,500	90,000	90,000	-
Yard Transformers Upgrade	-	-	-	-	-	-	-	-	-	5,000	-	-	-	-	5,000	5,000	-
JCIA Airport Terminal	-	-	3,000	-	3,728	-	-	-	-	-	66,500	26,772	-	-	-	100,000	100,000
IDD - D-Dock Renovation	-	-	-	-	-	-	504	-	-	-	-	44,694	35,578	-	-	80,776	80,776
BH Res - D-Dock Renovation	-	-	-	-	-	-	-	-	-	20,000	17,000	39,760	42,968	-	-	119,728	119,728
BH D-Dock-Pd by Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	(119,728)	-	(119,728)	(119,728)
IDD - Linear Dock Electrical	-	-	-	-	-	-	252	-	-	24,000	5,798	-	-	-	-	30,050	30,050
BH Res - Linear Dock Electrical	-	-	-	-	-	-	-	-	-	5,000	10,000	10,000	-	-	-	25,000	25,000
BH Linear Dock-Pd by Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	(25,000)	-	(25,000)	(25,000)
IDD - Quil Dredge Design	-	-	-	-	-	-	-	-	-	10,000	10,000	5,000	-	-	40,000	25,000	(15,000)
BH Res - BH Fire Suppression	-	-	-	-	-	-	-	-	-	-	15,500	-	-	-	-	15,500	15,500
BH Fire Suppr-Pd by Reserve	-	-	-	-	-	-	-	-	-	-	-	-	-	(15,500)	-	(15,500)	(15,500)
Small Capital projects	1,000	-	-	-	-	-	-	-	-	5,000	9,875	11,000	9,062	-	125,000	35,937	(89,063)
PH - Fire Supression	-	-	-	-	-	-	-	-	-	-	49,125	-	-	-	-	49,125	49,125
Equipmt/Vehicles	19,969	-	-	-	19,969	-	-	-	-	-	-	-	-	-	-	39,938	39,938
PH S. Jetty CONTINGENCY												175,000	75,000	250,000	250,000	-	-
2020 Capital Project Work	33,424	15,941	47,352	10,000	66,844	29,020	91,972	290,908	2,968,011	429,032	515,675	497,429	565,155	(214,420)	4,249,000	5,307,322	1,058,322
Election Expense	-	-	-	-	15,674	-	-	-	-	-	-	-	-	-	-	15,674	15,674
Total Other Decr. Fund Resources	78,099	15,991	47,402	10,045	84,548	29,065	369,922	384,822	3,472,681	429,077	515,965	497,469	565,195	174,484	4,520,088	6,635,655	2,115,567
Net Other Incr/Decr Fund Rsrcs	(90,326)	150,662	29,287	441,725	309,414	35,340	(10,901)	(337,813)	(3,150,549)	(224,166)	2,451,111	(45,097)	133,038	170,411	(154,798)	(614,929)	(460,131)
Balance Sheet Adjustments	(256,053)	159,249	56,849	-	(95,039)	-	204,126	-	-	-	-	-	-	-	-	69,132	69,132
Total Increase/Decrease in Cash	(149,731)	326,522	235,732	437,291	127,714	38,537	290,831	(291,006)	(3,013,785)	(102,613)	2,282,167	105,990	220,157	149,358	1,119,628	181,335	(938,293)
Ending Unreserved Cash	1,820,972	2,147,494	2,383,226	2,820,516	2,510,939	2,549,476	2,801,771	2,510,764	(503,021)	(605,634)	1,676,533	1,782,523	2,002,680	2,152,038	1,830,180	2,152,038	321,858
Total Ending Cash 2020	Adopted Bdgt	Covid Bdgt															
Reserve - Other	1,062,234	1,053,984															
Reserve - IDD	-	265,732	IDD levy passed subsequent to 2020 budget adoption.														
Unreserved	1,830,180	2,152,038															
Total	2,892,414	3,471,754															

PORT OF PORT TOWNSEND

AGENDA COVER SHEET

MEETING DATE	July 08, 2020
AGENDA ITEM	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading <input checked="" type="checkbox"/> Regular Business <input type="checkbox"/> Informational Items
AGENDA TITLE	VII. B. Enduris Annual Renewal Update
STAFF LEAD	Finance Director Abigail Berg
REQUESTED	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Motion/Action <input type="checkbox"/> Discussion
ATTACHMENTS	

Joe Davis, Director of Risk Management and Member Relations at Enduris Washington will talk about the Port's insurance.

BINDER

(Summary of Coverage)

MEMBER:

Port of Port Townsend
PO Box 1180
Port Townsend, Washington 98368-4624

MEMORANDUM #

2020-00-318

EFFECTIVE:

9/1/2019 through 8/31/2020

This is to certify that the Memorandum of Coverage has been issued to the Member named above for the period indicated.

COVERAGE:	COVERAGE TYPE	LIMIT	DEDUCTIBLE
GENERAL LIABILITY <i>General Liability; Professional Liability; Personal Liability</i>	Each occurrence	\$20,000,000	\$5,000
AUTO LIABILITY <i>Hired and Non-Owned; Temporary Substitute</i>	Each occurrence	\$20,000,000	\$5,000
PUBLIC OFFICIALS ERRORS AND OMISSIONS LIABILITY	Each Wrongful Act Member Aggregate	\$20,000,000 \$20,000,000	\$5,000
TERRORISM LIABILITY	Each Occurrence Aggregate	\$500,000 \$1,000,000	\$5,000
EMPLOYMENT PRACTICES LIABILITY	Aggregate Per member	\$20,000,000	20% Co Pay*
CRIME BLANKET COVERAGE WITH FAITHFUL PERFORMANCE OF DUTY	Per Occurrence Member Aggregate	\$250,000 N/A	\$1,000
NAMED POSITION COVERAGE WITH FAITHFUL PERFORMANCE OF DUTY	Per Occurrence Member Aggregate	Per Schedule with Enduris N/A	\$1,000
PROPERTY/MOBILE EQUIPMENT/BOILER AND MACHINERY <i>Property; Mobile Equipment; Boiler & Machinery</i>	Replacement Cost	Per Schedule with Enduris	Per Schedule with Enduris
CYBER COVERAGE	Each Occurrence Member Aggregate	\$2,000,000	20% Co Pay*
AUTOMOBILE PHYSICAL DAMAGE	Per Schedule with Enduris	N/A	\$250
IDENTITY FRAUD EXPENSE REIMBURSEMENT	Per Occurrence Member Aggregate	\$25,000 \$25,000	\$1,000

**CoPay may be waived as per Memorandum of Coverage*



Rafael Ortiz
Authorized Representative
Chief Operating Officer

Property Schedule

Policy Year 2020

9/1/2019 through 8/31/2020

Port of Port Townsend

Member Index #	Description	Location	Structure	Contents	Mobile Equipment	Deductible
	2008 Genie S-60 Manlift, S# S6008-191814				\$21,000	\$1,000
	2002 John Deere Tractor 5520	Maintenance			\$28,981	\$5,000
	2017 Marine Travelift, Model 75 BFM II				\$484,630	\$5,000
	Admin Bldg	2701 Jefferson St, Port Townsend, WA 98368	\$1,219,771	\$249,841		\$5,000
	All Weather Operator System (AWOS)	JCIA			\$310,909	\$5,000
	Caterpillar Forklift VC600	YARD			\$2,153	\$5,000
	City Pier	End of Madison St, Port Townsend, WA 98368	\$1,418,651			\$5,000
	Polly 16' Poulsbo Dory Boat (Fiberglass)				\$2,174	\$5,000
	Union Wharf Dock	End of Quincy St, Port Townsend, WA 98368	\$2,854,066			\$5,000
2	1971 Galion Road Grader Model 503	#31 Maintenance			\$21,202	\$5,000
3	1977 International Yard Tractor	#12 Maintenance			\$3,533	\$5,000
4	1984 Munson Boat 20ft #1084 (Moorage)				\$9,895	\$5,000
5	1990 John Deere Mower Model 970	#11 JCIA			\$1,301	\$5,000
6	1992 Hyster Fork Lift Model H80XL	#132 Yard			\$16,960	\$5,000
7	1997 Travel Lift 300 ton	#30			\$1,290,757	\$5,000
8	2002 Kubota Mower/Tractor	#2 Maintenance			\$21,202	\$5,000
9	2003 Honda Boat Motor 115hp #0358	Maintenance			\$5,663	\$5,000
10	Case Backhoe	#21 Maintenance			\$25,441	\$5,000
11	Travel Lift - Model 70BFM	#25			\$234,633	\$5,000
13	Breakwater - Boat Haven	2601 Washington St, Port Townsend	\$5,101,160			\$5,000

Property Schedule

Policy Year 2020

9/1/2019 through 8/31/2020

Port of Port Townsend

Member Index #	Description	Location	Structure	Contents	Mobile Equipment	Deductible
14	Breakwater/Rip Rap - Point Hudson Jetty		\$408,047			\$5,000
15	RipRap - Quilcene Marina		\$510,180			\$5,000
16	Stormwater System		\$1,919,113			\$5,000
100	Maintenance Annex/Archive Bldg #35	607 8th St, Port Townsend, WA 98368	\$154,022			\$5,000
100	Maintenance Shop #14	607 8th St, Port Townsend, WA 98368	\$354,748	\$109,449		\$5,000
202	Sperry Building #2	330 10th St, Port Townsend, WA 98368	\$188,524			\$5,000
203	Sperry Building #3	308 10th St, Port Townsend, WA 98368	\$188,524			\$5,000
204	Sperry Building #4	304 10th St, Port Townsend, WA 98368	\$314,207			\$5,000
205	Sperry Building #5	325 10th St, Port Townsend, WA 98368	\$188,524			\$5,000
207	Sperry Building #7	307 10th St, Port Townsend, WA 98368	\$188,524			\$5,000
208	Sperry Building #8	301 10th St, Port Townsend, WA 98368	\$251,366			\$5,000
212	Sperry Building #12	305 10th St, Port Townsend, WA 98368	\$188,524			\$5,000
300	Fuel Station	310 Airport Rd, Port Townsend, WA 98368	\$83,312			\$5,000
300	Hangar #1 (C)	325 Airport Rd, Port Townsend, WA 98368	\$204,433			\$5,000
300	Hangar #2 (D)	325 Airport Rd, Port Townsend, WA 98368	\$204,433			\$5,000
300	Lighting & Utilities	190 Airport Rd, Port Townsend, WA 98368	\$246,988			\$5,000
300	Maintenance Hangar	320 Airport Rd, Port Townsend, WA 98368	\$676,315			\$5,000
300	Runway	310 Airport Rd, Port Townsend, WA 98368	\$1,656,576			\$5,000
300	Runway-Aprons	310 Airport Rd, Port Townsend, WA 98368	\$828,207			\$5,000
400	Administrative Office #32	333 Benedict St, Port Townsend, WA 98368	\$196,412	\$9,863		\$5,000
500	Johnson Warren Bldg	419 Haines Pl, Port Townsend, WA 98368	\$616,395			\$5,000

Property Schedule

Policy Year 2020

9/1/2019 through 8/31/2020

Port of Port Townsend

Member Index #	Description	Location	Structure	Contents	Mobile Equipment	Deductible
500	Sperry Building #11	311 Haines Pl, Port Townsend, WA 98368	\$282,788			\$5,000
500	Sperry Building #6	315 Haines Pl, Port Townsend, WA 98368	\$188,524			\$5,000
600	Commanders House	400 Hudson St, Port Townsend, WA 98368	\$311,641			\$5,000
600	Doc's Restaurant Building	Hudson St, Port Townsend, WA 98368	\$616,395			\$5,000
600	Duplex	430 Hudson St, Port Townsend, WA 98368	\$428,832			\$5,000
600	Fish & Wildlife Bldg	375 Hudson St, Port Townsend, WA 98368	\$2,216,389			\$5,000
600	Pavillion	103 Hudson St, Port Townsend, WA 98368	\$355,476			\$5,000
600	Point Hudson Docks	103 Hudson St, Port Townsend, WA 98368	\$3,905,473			\$5,000
600	Pt Hudson Moorage Office	103 Hudson St, Port Townsend, WA 98368	\$55,321	\$13,610		\$5,000
600	Restaurant/Office	265 Hudson St, Port Townsend, WA 98368	\$1,100,074			\$5,000
700	Puget Sound Express Bldg	227 Jackson St, Port Townsend, WA 98368	\$141,899			\$5,000
700	Sail Loft Building	315 Jackson St, Port Townsend, WA 98368	\$997,377			\$5,000
700	Storage Building	227 Jackson St, Port Townsend, WA 98368	\$32,735			\$5,000
750	Cupola House	380 Jefferson St, Port Townsend, WA 98368	\$362,707			\$5,000
751	Rotating Airport Beacon	Jefferson County International Airport	\$123,279			\$5,000
800	Above Ground Storage Tanks	1731 Linger Longer Rd, Quilcene, WA 98376	\$115,392			\$5,000
800	Coast Seafood Bldg 1	1601 Linger Longer Rd, Quilcene, WA 98376	\$320,308			\$5,000
800	Coast Seafood Bldg 2	1601 Linger Longer Rd, Quilcene, WA 98376	\$56,053			\$5,000
800	Docks & Floats	1731 Linger Longer Rd, Quilcene, WA 98376	\$464,354			\$5,000
800	Restroom	1731 Linger Longer Rd, Quilcene, WA 98376	\$166,460	\$6,694		\$5,000
800	Water System	1731 Linger Longer Rd, Quilcene, WA 98376	\$35,027			\$5,000
900	Small Dock	Verner Ave, Port Ludlow, WA 98365	\$38,955			\$5,000

Property Schedule

Policy Year 2020

9/1/2019 through 8/31/2020

Port of Port Townsend

Member Index #	Description	Location	Structure	Contents	Mobile Equipment	Deductible
1000	PTBH Prop Bldg #22	2701 Jefferson Street	\$92,372			\$1,000
1000	PTBH Prop Bldg #21	2701 Jefferson Street	\$134,359			\$1,000
1000	PTBH Prop Adjacent to Bldg #21	2701 Jefferson Street	\$319,103			\$1,000
1000	Work Yard Adjacent to Bldg #23	2701 Jefferson Street	\$109,167			\$1,000
1000	75-Ton Lift Pier	2790 Washington St, Port Townsend, WA 98368	\$1,184,920			\$5,000
1000	Boat Haven Marina - A/B Docks	2601 Washington St, Port Townsend, WA 98368	\$4,230,163			\$5,000
1000	Boat Haven Marina - C/D Docks	2601 Washington St, Port Townsend, WA 98368	\$3,021,546			\$5,000
1000	Boat Haven Ramp	2601 Washington St, Port Townsend, WA 98368	\$1,302,607			\$5,000
1000	Chinook Building #24	2800 Washington St, Port Townsend, WA 98368	\$572,868			\$5,000
1000	Coast Guard Dock	2601 Washington St, Port Townsend, WA 98368	\$390,546			\$5,000
1000	Coast Guard Storage #34	2601 Washington St, Port Townsend, WA 98368	\$10,312			\$5,000
1000	Commercial Docks	2601 Washington St, Port Townsend, WA 98368	\$1,051,952			\$5,000
1000	Dive Shop Building	2410 Washington St, Port Townsend, WA 98368	\$148,115			\$5,000
1000	Fuel Dock	2601 Washington St, Port Townsend, WA 98368	\$178,734			\$5,000
1000	Fuel Tanks	2601 Washington St, Port Townsend, WA 98368	\$416,231			\$5,000
1000	Linear Float	2601 Washington St, Port Townsend, WA 98368	\$438,817			\$5,000
1000	Moorage Office #33	2601 Washington St, Port Townsend, WA 98368	\$172,591	\$5,000		\$5,000
1000	New Day Fisheries Dock	2601 Washington St, Port Townsend, WA 98368	\$153,694			\$5,000
1000	Restroom/Laundry Building #29	2601 Washington St, Port Townsend, WA 98368	\$279,396	\$24,015		\$5,000
1000	Ship Lift Pier	2900 Washington St, Port Townsend, WA 98368	\$2,003,900			\$5,000
1000	Ship Washdown Bldg #16	2900 Washington St, Port Townsend, WA 98368	\$33,227	\$14,552		\$5,000
1000	Ship Washdown Pad	2900 Washington St, Port Townsend, WA 98368	\$167,279			\$5,000

Property Schedule

Policy Year 2020

9/1/2019 through 8/31/2020

Port of Port Townsend

Member Index #	Description	Location	Structure	Contents	Mobile Equipment	Deductible
1000	Skookum Building #23	2601 Washington St, Port Townsend, WA 98368	\$1,309,416			\$5,000
1000	Skookum Mfg Building #31	2601 Washington St, Port Townsend, WA 98368	\$965,694			\$5,000
1000	Washdown Building #25	2790 Washington St, Port Townsend, WA 98368	\$37,705	\$29,108		\$5,000
1000	Washdown Pad	2790 Washington St, Port Townsend, WA 98368	\$100,497			\$5,000
1000	West-End Restroom #15	2950 Washington St, Port Townsend, WA 98368	\$59,104			\$5,000
1000	Yard Office #26	2790 Washington St, Port Townsend, WA 98368	\$92,459	\$30,874		\$5,000
1100	Breakwater/Jetty Walk - Port Hudson	400 Water St, Port Townsend, WA 98368	\$952,273			\$5,000
1100	Small Dock & Ramp	270 Water St, Port Hadlock, WA 98339	\$65,091			\$5,000
Total:			\$52,470,618	\$493,006	\$2,480,435	

Highway Licensed Vehicle Schedule

Policy Year 2020

9/1/2019 through 8/31/2020



Port of Port Townsend

Member Index #	Year	Make	Model	Description	VIN	Value Type	Deductible	Vehicle Value
	1997	Chevrolet	3/4 Ton (Maint)	Pickup	5553	ACV	\$250	
	2000	Isuzu	1 Ton Flatbed (Yard)	Pickup	8353	ACV	\$250	
	1984	Ford	N-Series	Vactor Truck	7276	ACV	\$250	
	2017	GMC	Sierra 1500	Pickup	4231	ACV	\$250	
	1995	Easy Loader	Boat Trailer (Maint)	Trailer	9164	ACV	\$250	
	2007	Mobile Logic	Utility Trailer (Maint)	Trailer	9883	ACV	\$250	
18	1997	Dodge	Ram 2500 (Maint)	Utility	1695	ACV	\$250	
22	1993	Ford	F700 Dump (Maint)	Truck	6784	ACV	\$250	
23	1991	Beaver	B9DOW - Utility (Maint)	Semi Trailer	7841	ACV	\$250	
28	1985	Toyota	Pickup (Maint)	Pickup	3966	ACV	\$250	
32	1986	Toyota	1 Ton Flatbed (Yard)	Truck	4005	ACV	\$250	
33	2003	Chevrolet	1/2 Ton (Maint)	Pickup	8875	ACV	\$250	
34	2000	Ford	Ranger (Security)	Pickup	5805	ACV	\$250	
35	1999	Chevrolet	Water Truck (Maint)	Truck	1869	ACV	\$250	
36	1988	Chevrolet	4X4 (Yard)	Pickup	1651	ACV	\$250	
37	1999	Ford	Ranger (Maint)	Pickup	8128	ACV	\$250	
41	1999	Chevrolet	Commercial Van (Maint)	Service Van	6377	ACV	\$250	
42	2000	GMC	Sierra C35 (Yard)	Dump Truck	8503	ACV	\$250	
46	1990	Ford		Pickup	1940	ACV	\$250	
5	1986	Toyota	Flatbed (Yard)	Pickup	4493	ACV	\$250	
MAINT	2017	GMC	Sierra	Pickup	4225	ACV	\$250	

Total: \$0

MEMBERSHIP HAS **BENEFITS**

PORT OF PORT TOWNSEND

Member Since 2001 | Member No. 318



MISSION: *To provide financial protection, broad coverage, and risk management services responsive to members' needs.*

- Formed under RCW 48.62 in 1987
 - Nonprofit risk sharing pool
 - A local government entity
 - Member owned & governed
- AON performs a biannual actuarial study
- Oversight provided by State Risk Manager
- Audited by the State Auditor, State Risk Manager, and Independent Claims Audit – annually

Years in Operation	33
Number of Members	547
Types of Member Districts	17
Annual Retention Rate	99%
Annual Member Contribution	\$15 million
Assets	\$13.3 million
Total Insured Value (Property)	> \$4.3 billion
Number of Enduris Staff	15
Board of Directors	7



Vicki Carter, Vice-Chair
Spokane Conservation District



Patsy Martin, Chair
Port of Skagit



BiJay Adams, Secretary/Treas
East Wenatchee Water District



Kim Bedier, Director
Everett Public Facility District



Noel Hardin, Director
Asotin Co. FPD #1



Matt Schanz, Director
Yakima County Health District



Jeri Sevier, Director
Port of Olympia



Sheryl Brandt, Ex-Officio
Executive Director, Enduris

Liability summary:

- General liability
- Auto liability
- Professional liability
- Employment Practices
 - 20% co-pay*
 - \$20 million annual aggregate
- Public Officials Errors & Omissions
 - \$20 million annual aggregate
- Cyber
 - \$2 million member aggregate
 - 20% co-pay*

*Waiver Available

\$20,000,000 ea. Occurrence G.L.

- No aggregate for G.L.
- No shared limits
- \$1,000 deductible

Occurrence Form (not Claims-Made)

Property summary

- \$1 billion – Pool aggregate
- \$50 million flood (shared)
- \$10 million quake (shared)
- Blanket property limit
- Replacement cost valuation
- No co-insurance requirement

Deductible:

- \$5,000 Property
- \$5,000 Mobile
- \$ 250 APD

Bond insurance:

Covers money and securities from employee theft, both inside and outside the premises for all employees, officials or volunteers

Blanket Bond Coverage

- \$250,000 per occurrence
- No aggregate
- \$1,000 deductible on the indemnity
- Limits available up to \$1 million

Cyber Liability

- \$2 million member aggregate
- \$25 million program aggregate
- 20% co-pay deductible* (up to \$100,000)
 - *Waiver Available
- Covers the cost of:
 - Information Security & Privacy
 - Privacy Notification costs
 - Regulatory Defense and Penalties
 - Website Media Content
 - Cyber Extortion
 - Data Protection Loss
 - Business Interruption Loss



Identity Fraud Expense Reimbursement and Identity Fraud Resolution Services

- Administered by Travelers
- Maximum benefit \$25,000
- Covers full time district employees and volunteers, as well as live-in family members
- See flyer for more information

Claims handling

- Managed in-house
- We dispatch local claims adjusters
- 24 hour claims service
- Forms can be found on the Enduris website
 - Claim for damage form
 - Incident report form
 - Agent to receive claims filing

Risk control:

- General Consultation
- Coverage analysis
- Contract Review for insurance requirements
- MRSC (ask a question)
- Ongoing Training & Education
- Risk Management Online Handbook
- Pre-Defense Program (employment practices)
- Sponsorship for association conferences and scholarships to select conferences/seminars

Pre-defense program - EPL

- 20% co-pay on EPL claims may be waived
 - Keep Enduris in front of the employment issue
 - Employment law specialist may assist when needed
- Prevention is key
- Contact: Susan Looker, Claims Director
509.838.0910

Risk Control: Contracts

- Review of insurance requirements
- May make recommendations on indemnification / hold harmless language
- Transfer of risks
- Certificates of coverage

Contact: Joe Davis, Risk Manager

Email jdavis@enduris.us

Risk control: MRSC

Full Access to MRSC Services

Legal policy research on:

- RCW/Municipal law
- Budget and finance
- Public administration
- Planning and growth management
- Public works and utilities
- Local government policies

MRSC.org -or- (206) 625-1300

Risk Control - Training

Seminars

- Employer and human resources related topics
- On or off site locations
- Scholarships
- Registration and scholarship info on website

DVD Library

- Convenient online access and check-out
- 30 days – longer if needed
- Enduris.us/Risk Management/Video Library

Contact: Sindy Joseph, Administrative Assistant
Email sjoseph@enduris.us

Online University

- Over 150 courses available
- User-friendly, 30-minute modules
- Quiz and certificate printed
- Can take individually or in team setting
- HR can access staff training records
- HELP DESK - 1-800-845-8887

CONTACT INFORMATION

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Director of Risk Management and
Member Relations
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Susan Looker
Director of Claims
slooker@enduris.us

(509) 838-0910
(800) 462-8418

1610 S. Technology Blvd., Suite 100
Spokane, WA 99224
www.enduris.us

PORT OF PORT TOWNSEND

AGENDA COVER SHEET

MEETING DATE	July 08, 2020
AGENDA ITEM	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading <input checked="" type="checkbox"/> Regular Business <input type="checkbox"/> Informational Items
AGENDA TITLE	VII. C. EDC Team Jefferson Semi-annual Report
STAFF LEAD	Executive Director Eron Berg
REQUESTED	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Motion/Action <input type="checkbox"/> Discussion
ATTACHMENTS	

Brian Kuh, Executive Director of EDC Team Jefferson will give his semi-annual report.

EDC would like to update the Commissioners on what activity has been done since January 1st to support local businesses and tenants, and specifically those activities to help businesses throughout the COVID-19 crisis. This includes direct technical assistance, access to emergency capital and grants, and coordination with other local support agencies.

PORT OF PORT TOWNSEND

AGENDA COVER SHEET

MEETING DATE	July 08, 2020
AGENDA ITEM	<input type="checkbox"/> First Reading <input type="checkbox"/> Second Reading <input checked="" type="checkbox"/> Regular Business <input type="checkbox"/> Informational Items
AGENDA TITLE	VII. D. ICC Update
STAFF LEAD	Executive Director Eron Berg
REQUESTED	<input type="checkbox"/> Information <input type="checkbox"/> Motion/Action <input checked="" type="checkbox"/> Discussion
ATTACHMENTS	

Commissioner Hanke & Executive Director Berg serve representatives on the “group of 8” or the Interlocal Community Council (ICC).

Commission agreed to have regular updates so all viewpoints could be heard, and the Commission could all be on the same page – this is the standing item on Commission’s regular meeting for updates about what’s happening within each committee

There are six groups forming:

- A. Culture & Events
- B. Economy & Jobs
- C. Children & Families
- D. Human Services
- E. Food System Resiliency
- F. Broadband

Commissioner Putney volunteered for the Broadband and Events committees.

Commissioner Petranek was interested in attending the Food System Resiliency and Business & Economy committees.