

PORT COMMISSION REGULAR BUSINESS MEETING – Wednesday, August 12, 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
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 1:00 p.m.

II. APPROVAL OF AGENDA (00:00:03)

Commissioner Putney moved to accept the Agenda as presented.

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

III. PUBLIC COMMENTS (00:0:30) ~ sent in via email and read aloud:

Bertram Levy emailed comments on the budget Workshop agenda. He liked the idea of prepaying moorage for a year and had a few questions about logistics. He had ideas about how to incentivize and facilitate monitoring ramp usage, including water usage in the washdown area. He also mentioned that coupling costs to cost centers for capital improvement makes good sense.

Charley Kanieski had some budget considerations for the 2021 budget: make sure to get the maximum amount for IDD for the next year; subcontract for, rather than hire a grant writer; and someone to administer the IDD money.

A Discovery Bay Highland resident sent an email about low-flying aircraft that are extremely loud, wondering what, if anything the Port could do about enforcing the FAA-published minimal altitude requirements and/or noise abatement measures.

Liz Hoenig Kanieski attended the meeting via Zoom and expanded on her husband's comments with suggestions: present an integrated package of operating budget, 6-year capital budget, and revenues; hold operating expenses to 2017 levels for five years; develop a preventative maintenance plan; etc.

IV. CONSENT AGENDA (00:15:33)

A. Approval of Regular Business Meeting Minutes from July 22, 2020

B. Approval of Warrants

Warrant #062652 through #062661 in the amount of \$38, 673.23 and Electronic Payment in the amount of \$144,338.36 for Payroll & Benefits.

Warrant #062662 through #062725 in the amount of \$402,017.21 for Accounts Payable.

Electronic Debit in the amount of \$175.00 for Business License Renewal.

Electronic Debit in the amount of \$20,567.73 for 2nd Quarter Tax Return.

Warrant #062468 in the amount of \$709.82 is declared void.

Commissioner Putney moved to approve 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 (00:19:47)

A. COVID-19 Model Update

Executive Director Berg introduced the report by saying this was the ninth memo providing updated information about how the COVID-19 pandemic is affecting the Port. The model continues to perform about as predicted, and there are no new recommendations for the Commission.

Commissioner Hanke thanked Finance Director Berg for the highlights in the statement at the back, saying it really helps.

B. Comprehensive Scheme of Harbor Improvements (CSHI) Update (00:21:07)

Executive Director Berg told the Commission that there is a call for funding by Recreation and Conservation Office (RCO) that matches nicely with two projects: the priority-listed Mats Mats boat launch and the Gardiner boat launch (the only public access to Discovery Bay). The

current draft CSHI update was presented to the Commission at a January 2020 workshop, and the Port would like to complete the update in a timely way in order to maintain eligibility for Boating Facilities Program Grants administered by the RCO and to more accurately reflect changing capital priorities.

Commissioner Hanke commented that a Port can update its Comp. Scheme whenever it wants to, so that even if we move on this fast track, we plan to come back and redo the CSHI. One update to be sure to do is to change the Executive Director name on page 28.

Executive Director Berg asked for direction on timing and on priorities to include in the 2021 list, and mentioned that we need to finish the more comprehensive update before election season, which is a bad time to do long-range planning.

After a short discussion, Commission supported finishing the update to the current document (which is extremely thorough) to qualify for this grant, and then continuing to modify it in a more thorough way later, involving the public in a fully vetted process. Commission agreed that a more complete update to the CSHI would need to be complete by early May to avoid the election season, and that it needs to be aligned with the Strategic Plan. They felt that after completing the budget in late fall they might have time to address this.

Commissioner Putney moved to authorize staff to proceed with preparation of an update to the Comprehensive Scheme of Harbor Improvements as necessary to maintain eligibility for grant funding, with a first reading and Commission public hearing anticipated to be conducted on September 23, 2020, and second reading and adoption anticipated for October 14, 2020.

Commission clarified that this would not be the final update.

Commissioner Petranek seconded, and the motion carried unanimously.

C. Intergovernmental Coordinating Committee (ICC) updates (00:38:50)

Executive Director Berg said that since the last meeting, the ICC (the group of 8) occurred on July 23 at 5:00 PM, and reported that they had received some updates from community groups, and the next meeting on August 27, the ICC would look at their recommendations, and on September 24 there will be some public process for a draft in October.

Commissioner Petranek shared that the Food Systems Committee is meeting weekly, with getting together one week, and doing listening sessions the following week, and they learned that the timeframe is extremely limited – Commissioner Brotherton let them know that the CARES money needs to be determined and designated by the end of September. There is funding, but it needs to be for something that is fundable now, not for some future thing. The Committee is looking at a list of projects and narrowing that down based on this information.

Commissioner Hanke shared that the ICC group came to the same realization that the timing was short.

Commissioner Putney shared that Russ Elliott (Director of the State Broadband Office in the Department of Commerce) zoomed with the Broadband Committee and encouraged them to apply for a big budget, because he feels that the money is there and can have a big impact on economic recovery; however, applications cannot be drawn out - they need to be done quickly.

VIII. STAFF COMMENTS (00:43:19)

Executive Director Berg commented that it had been a maintenance heavy week: crew was working on fire suppression at Point Hudson, and tires were being changed on the 300-Ton Travelift. He toured Coast Seafoods with Pam on Monday, and will be back next week to meet with some members of the Quilcene Lingerlonger committee about where Quilcene fits with our plans. He mentioned that IDD funds could be used as matching funds for grants to pay for projects, which is a good way to stretch the funds. He mentioned that he had a nice conversation with U.S. Congressman Kilmer; and that he is getting farther along in contracting with a lobbyist to help the Port. He mentioned there was a dive team at Point Hudson doing necessary survey work there, and that Widener's team is working at various project locations to help the Port with permitting, including the Point Hudson Jetty and Boat Haven breakwater repair.

Finance Director Berg commented that she is busy preparing the budget and is discussing projects and costs with Executive Director Berg and other managers to get an idea of costs. They are also looking at rates, so they can present them simultaneously with a first draft of the budget to the Commission. The Port recently did a second draw on the line of credit in the amount of \$1.25 million for a fourth payment to Scarcella Brothers for the airport runway project in the amount of \$1.4 million.

IX. COMMISSIONER COMMENTS (00: 47:38)

Commissioner Petranek thanked the public for their comments today and encouraged the community to participate, especially during the budget process in the next few months. She invited a Commission discussion on ways to engage the public further – like Zoom chats with a Commissioner, or a booth at the public market - different ways to engage the community. One public engagement thing she was involved in was a KPTC interview aired Tuesday about what’s going on at the Port; there will be a podcase that can be used on the Port’s website.

Commissioner Petranek toured Coast Seafoods with Eron and initiated discussion with the Quilcene community; they will meet with them again on Monday (8/17/20) about how they can make a presentation to the Commission. She attended the Marine Resource Committee on 8/4/20 where there was a discussion with folks from Quilcene; County Commissioner Brotherton was there and said he is dedicated to doing anything he can to help, along with the Port. MRC also discussed Port Townsend Public School District’s use of maritime, place-based education.

Commissioner Petranek met with Kate Dean and will meet with City, County, Port leadership (City Council members Michelle Sandoval and Ariel Speser, along with and County Commissioner Kate Dean) again this Friday about a shared vision. She met with Derek Kilmer and Pete Langley yesterday via Zoom and talked about how Pete’s foundry is one of only 5 in the country contributing to a huge economic impact nationally. They also talked about waste management and how to reuse and dispose of it locally instead of just shipping it out of the area.

Commissioner Putney commented that he had toured Coast Seafoods as well, and had gone to see the FLUPSY at the John Wayne Marina, followed up with a tour at Point Hudson to see where a FLUPSY might fit there.

Commissioner Hanke commented that he had toured FLUPSY as well and was excited about the possibility of the Jamestown S’Klallam tribe’s becoming a part of Point Hudson. He said it was encouraging to see how well the Port is functioning right now – at all levels. He expressed concern and cautioned that it’s important to remember that people can only do so much; however, he wanted to compliment staff for working so hard.

X. Next Public Workshop & Regular Business Meeting (00:58:11) Regular Business Meeting Wednesday, August 26, 2020, at 5:30 p.m., via Zoom. At this time there is no public workshop scheduled.

XI. EXECUTIVE SESSION (00:55:56) re current or potential litigation, RCW 42.30.110(1)(i)

Commissioner Hanke adjourned at 1:59 p.m. to executive session, with no potential decisions made today, Commission will not reconvene in order to adjourn.

XII. ADJOURNMENT: after close of Executive Session, meeting adjourned at 2:49 p.m., there being no further business before the Commission.

ATTEST:



Pamela A. Petranek, Secretary



Peter W. Hanke, President



William W. Putney III, Vice President