



**Port of Port Townsend  
2<sup>nd</sup> Monthly Meeting Agenda  
Wednesday, September 22, 2021, 5:30 p.m.**

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.*

**Agenda**

- I. Call to Order / Pledge of Allegiance
- II. Approval of Agenda
- III. Public Comments
- IV. Consent Agenda
  - A. Approval of Workshop and Business Meeting Minutes from September 8, 2021
  - B. Approval & Ratification of Warrants
  - C. Sunrise Coffee Lease
  - D. Accounts Receivable Write-Off/Collection Register
- V. Special Presentation: Staff Recognition – Tim Nelson
- VI. Second Reading ~ none
- VII. First Reading
  - A. 1st Draft of 2022 Budget with CIP & Proposed Rates
- VIII. Regular Business
  - A. PIF Grant Application
- IX. Staff Comments
- X. Commissioner Comments
- XI. Next Regular Business Meeting: Wednesday, October 13, 2021  
Workshop at 9:30 a.m. & Meeting at 1:00 p.m., via Zoom
- XII. Executive Session – none as of 9/17/2021
- XIII. Adjournment

The Port welcomes your comments in writing before the meeting (which will be presented to the commission and made available and part of the record) or live - you can 'raise your hand' electronically during our Zoom meeting.

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**Informational Items**

- a. Commission Contracts Update
- b. Lease Briefing
- c. Amendment to Port of Port Townsend Rules & Regulations