

PORT COMMISSION REGULAR BUSINESS MEETING – Tuesday, November 22, 2022

The Port of Port Townsend Commission met for a regular business session at the Point Hudson Pavilion Building, 355 Hudson Street, Port Townsend, and also online via Zoom.

Present: Commissioners Hasse, Hanke, and Petranek
Executive Director Berg
Deputy Director Toews
Director of Finance and Administration Berg
Director of Capital Projects & Port Engineer Klontz
Attorney Seth Woolsen
Operations Manager Sparks
Port Recorder Sanders

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE (Rec. 00:00:13)
Commissioner Petranek called the meeting to order at 1:00 p.m.

II. APPROVAL OF AGENDA (Rec. 00:01:05)
The agenda was approved as amended by unanimous consent.

III. PUBLIC COMMENTS (Rec. 00:01:43)

The following provided written comment.

Naiome Kreinke spoke in support of the Port donating the waterfront lot located behind the Commander's Beach House to be used for the construction of a traditional Pacific Northwest longhouse.

Kit Kittredge of the Linger Longer Improvement Committee thanked the Port for the Quilcene conversations about the marina property and presented a list of questions about the Short Family Farm.

Eric Taylor spoke in opposition to the Port purchasing the Short Family Farm.

George Yount spoke in opposition to the Port purchasing the Short Family Farm without a plan and community support.

IV. CONSENT AGENDA (Rec. 00:03:00)

A. Approval of Workshop and Regular Business Minutes from November 9, 2022

B. Approval & Ratification of Warrants

Warrant #065987 through #065988 in the amount of \$13,753.25

Warrant #065989 through #065992 in the amount of \$6,247.36 and Electronic Payment in the total amount of \$104,497.38

Electronic payment in the amount of \$9,985.82

Warrant #065993 through 066034 in the amount of \$166,129.13

C. Resolution 780-22 Authorizing Warrant Cancellation

Commissioner Hanke moved to approve the Consent Agenda as written with the removal to Regular Business of Item D. Authorize Executive Director to Execute Professional Services Agreement with Kennedy Jenks for \$210,110 and Contract Amendment up to Ten Percent of the original contract value). Approved by unanimous consent.

V. SECOND READING ~ none

VI. FIRST READING ~ none

VII. REGULAR BUSINESS (Rec. 00:04:57)

A. Updated Organizational Chart (Rec. 00:04:48)

Executive Director Berg reported that during the budget discussion, the staffing changes were discussed. No new FTEs are being created. The Harbor Master position would become a non-represented position. The current CSR-III position would become assistant harbor master.

Commissioners: Discussion centered on the individuals in the current positions and a request for justification for the assistant harbormaster position over retaining

a yard manager structure. There was common interest in optimal functioning of the moorage office. Staff fielded questions regarding the agreement already bargained with the union toward improving management oversight and authority. Staff also reviewed the timeline for permitting the old customs house as the moorage/yard office.

Commissioner Hanke moved to approve the organizational chart as presented.

B. Boat Haven Breakwater Repair Update (Rec. 00:27:34)

Executive Director Berg introduced the item reviewing the different paths for repair and design of the remaining portions of the 550 foot breakwater. Although the Commission awarded a contract with American Construction in 2019, the permitting was not in place to move forward with the project and the Port then negotiated a revised contract price for waiting. The project was initially partially funded with insurance proceeds of \$117,000.

Director of Capital Projects & Port Engineer Klontz: gave a presentation on the history and background of the repairs and reviewed a map of the breakwater repair needs. Noted on a map were red sections covered under the contract with American that may no longer be immediately needed. An additional estimated \$200,000 is needed as well as re-bidding the project to do green sections, including engineering design. Alternatives as part of Mott McDonald's rehabilitation assessment were shown.

Commissioners: There was discussion of the repairs as well as investing in designing for demolition and replacement as well as seeking funding for this work. Once completed, the desire is to gift the jetty back to the Corps of Engineers. There were questions about permitting as well as desired design given sea level rise concern.

Without any Commission objection, there was no objection to Staff's recommendation to use the \$400,000 slated for previously contracted jetty repairs in the 2023 capital budget and then re-bid for the alternate repairs. A contract with a qualified engineering firm would come back for approval by the Commission.

C. Point Hudson Jetty Update (Rec. 00:55:50)

Director of Capital Projects & Port Engineer Klontz showed photos of the project's progress on the rock placement and quality control on this bedding stone.

D. Shorts Family Farm Update (Rec. 01:04:00)

Executive Director Berg recognized the public comment and questions received by the Commission. A more formal presentation would be made in December. A web page update is in process, including an environmental assessment. There would be more discussion and Commission update in December. A presentation of findings is planned in Chimacum at a Special Meeting in January. Commission questions were about finding/soliciting management partners and broadly notifying partners about the December meeting to begin to respond to questions so they can meaningfully participate in January.

E. Authorize Executive Director to Execute Professional Services Agreement with Kennedy Jenks for \$210,110 and Contract Amendment up to Ten Percent of the original contract value (01:30:02)

Director of Capital Projects & Port Engineer Klontz provided background on the boatyard general water permit, including Washington Department of Commerce resiliency funding received. Parametrix prepared the Level III report. He reviewed two design options. The contract before the Commission is for design engineering services. Site plans and options would come back before the Commission for approval.

Commissioners: Questions related to boatyard expansion and highway stormwater runoff. There was discussion of stormwater biofiltration options and questions about pavement collection systems.

Commissioner Petranek moved to authorize the Port Executive Director to execute the professional services agreement with Kennedy Jenks for \$210,110 and authorize the Port Executive Director to execute contract amendments up to 10% (\$21,011) of the original contract value.

VIII. STAFF COMMENTS (Rec. 01:53:00)

Deputy Director Toews reported that the Quilcene boat ramp improvement project was presented to RCO. A questionnaire is also being developed with respect to the west boatyard expansion project to seek input from the trades. The strategic plan update is scheduled to begin with January meetings and the Commission would have an opportunity to consider the makeup of the stakeholder committee in December.

Operations Manager Sparks (01:58:00) reported on yard activity. As of October 2021, there were 14 haulouts on the 300-ton and 52 on the 75-ton lift. For comparison, in October 2022, there were 13 haulouts on the 300-ton and 72 on the 75-ton lift and an increase in revenue of \$46,124 over 2021 (\$33,800 -75 and \$12,324 - 300-ton). Particularly noteworthy is that the Port is able to turn over boats faster under the current structure. Right now, there are 17 (vacant?) spaces in the 75-ton area and one limited access space (available?) in the 300-ton lot.

IX. COMMISSIONER COMMENTS (Rec. 02:01:43)

Commissioner Hasse spoke about excitement over the leadership direction of the WPPA, jetty progress, participation in the great work of the Marine Resources Committee, and Climate Action Committee event by Jefferson County. Relaying a Chamber holiday announcement: on December 3, an 85-foot decorate tree erected at the fairgrounds, and a Rakers Car Parade with holiday lights. Film Festival would also show "Buddy the Elf." A Port potential film festival partnership opportunity is a film related to the 2023 boat yard barbeque/celebration.

Commissioner Petranek reported on her attendance, including good presentations at the Pacific Marine Expo. Drawings were then conducted for the 300-ton and 75-ton free haulout: winners were Scott Cameron of Gig Harbor and Lilian Kuehl of Port Angeles respectively.

X. Next Public Workshop & Regular Business Meeting (Rec. 02:08:00):

Workshop: Wednesday, December 14, 2022 at 9:30 a.m. Regular Business Meeting: Wednesday, December 14, 2022 at 1:00 p.m. at the Pavilion Building & via Zoom.


XI. EXECUTIVE SESSION (None)

XII. ADJOURNMENT (Rec. 02:10:33): meeting adjourned at 3:10 p.m., there being no further business before the Commission.

ATTEST


Peter W. Hanke, Secretary


Pamela A. Petranek, President


Carol L. Hasse, Vice President