

2701 Jefferson Street  
P.O. Box 1180  
Port Townsend, WA 98368



360-385-0656  
fax:360-385-3988  
info@portofpt.com

www.portofpt.com

**Commission Meeting  
1<sup>st</sup> Monthly Meeting Agenda  
Wednesday, July 12, 2023, 1:00 p.m.**

**Point Hudson Pavilion Building, 355 Hudson Street, Port Townsend, & via Zoom  
<https://zoom.us/> – or call (253) 215-8782 – and use Webinar ID: 862 6904 3651, Password:  
911887**

- I. Call to Order / Pledge of Allegiance
- II. Approval of Agenda
- III. Public Comments
- IV. Special Presentation: Recognition of 10 Years of Service Donna Frary
- V. Consent Agenda
  - A. Approval of Minutes from June 14, 2023 Workshop and Regular Business Meeting
  - B. Approval & Ratification of Warrants
  - C. Resolution #793-23 Declaring Certain Items Surplus and Authorizing their Sale and/or Disposal
  - D. Resolution #794-23 Modifying the amount of the Auditor's Revolving Fund
  - E. Resolution #795-23, Authorizing Execution of Grant Agreements with the U.S. Department of Transportation, Federal Aviation Administration, and Washington Department of Transportation Seeking Grant Funds to Support the New Connector Taxiway A3 at the Jefferson County International Airport, Assuring that it Will Comply with all Understandings and Assurances of Such Grant Agreement and Assuring Further that Local Matching Funds are Available and Authorized
  - F. Accounts Receivable Write-off/Collection Register
- VI. Second Reading ~ none
- VII. First Reading ~ none
- VIII. Regular Business
  - A. May 2023 Year-to-Date Financials
  - B. Review and Approve 2024 Budget Schedule and Process
- IX. Staff Comments
- X. Commissioner Comments
- XI. Next Meetings are
  - Washington Public Ports Commissioner Seminar (Alderbrook) July 24-26, 2023 (quorum of Commission attending)
  - Regular Business Meeting Wednesday, July 26, 2023 at 5:30 p.m. is cancelled.

Workshop and Regular Business Meeting on Wednesday, August 9, 2023 at 9:30 a.m.  
and 1 p.m.

XII. Executive Session

XIII. Adjournment

Informational Items

- May 2023 Detailed Financials
- Contract Update/Lease Brief
- Northwest School of Wooden Boatbuilding Letter of Thanks
- Port Commission Schedule