

PORT COMMISSION REGULAR BUSINESS MEETING – Wednesday, March 8, 2023

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 Hanke and Petranek, and Hasse
Executive Director Eron Berg
Deputy Director Toews
Capital Projects and Port Engineer Matt Klontz
Attorney Seth Woolsen
Port Recorder Sanders

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

II. APPROVAL OF AGENDA (Rec. 00:00:58)
The agenda was approved as amended removing the executive session by unanimous consent.

III. PUBLIC COMMENTS – GENERAL (Rec. 00:01:55)

Scott Walker was present to request sponsorship for the April 14 Transportation Conference by Local2020. He distributed an updated flyer and budget for their event. (Rec. 1 and Rec. 2 00:00:00)

Robert Frank with Admiral Ship Supply commented on the positive change in the shipyard with the discontinuation of the shipyard discount program. He urged a commercial discount program for fisherman and nonprofits (Rec. 2)

IV. CONSENT AGENDA (Rec. 00:03:02)

A. Approval of Business Meeting Minutes from February 22, 2023

B. Approval & Ratification of Warrants

Warrant #066432 in the amount of \$4,242.50

Warrant #066433 in the amount of \$8,502.22

Warrant #066434 in the amount of \$445.47

Warrant #066435 in the amount of \$15,165.70

Warrant #066436 through 066442 in the amount of \$31,534.54 and Electronic Payment in the amount of \$202,403.51 total amount of \$233,938.05

Electronic Payment in the total amount of \$5,065.23 is ratified

Warrant #066097 in the amount of \$87.68 is declared void

Warrant #066443 through 066510 in the amount of \$287,911.40

C. 5-party agreement for funding EDC Team Jefferson

The Consent Agenda as written by unanimous consent.

V. SECOND READING ~ none

VI. FIRST READING ~ none

VII. REGULAR BUSINESS (Rec. 00:03:43)

A. January 2023 Year-to-Date Financials (Rec. 00:03:43)

Executive Director Eron Berg reported the Port continues to see strong revenue in the yard as indicated by the Financial Report.

Commissioners: There was a request for project updates for Project Expense items (Page 47) for JCIA Connector Taxiways and North Yard Expansion. Capital Projects and Port Engineer Matt Klontz explained the design project is nearly complete and the Port hopes to advertise for construction in April. Staff meets with the pilot community tomorrow to review logistics and runway closures. On the Sims Way North Yard, Staff completed community engagement process and is now negotiating the scope of work and fee proposal with the consultant on costs for a detailed design. The project is likely to be started in 2024 rather than 2023. Staff noted that the fee and scope of work for the consultant is forthcoming to the Port.

There was some Commission interest and staff explanation of the reserve detail (pg. 48).

VIII. STAFF COMMENTS (Rec. 00:13:37)

Executive Director Eron Berg: Announced the submission of congressional funding request to Senator Patty Murray's office for the Boat Haven main breakwater reconstruction at \$7.7 million. The packet includes a Port Commission calendar and tentative schedule of upcoming business items.

Deputy Director Toews: Reported Seth Woolsen helped with transaction documents for the Short Farm purchase. Consistent with the last meeting discussion, a small shipyard's grant request was submitted to USDOT for \$1.5 million in funding for a travel lift acquisition. Port staff met with West Boatyard Expansion stakeholder group to review a range of expansion alternatives and the committee were supportive of two of the four options. Their next meeting is March 29.

Capital Projects and Port Engineer Matt Klontz reported that request for qualification (RFQ) responses were received for consultant engineering on the Breakwater Expansion Project. The Port is looking for design and permitting assistance, especially as it relates to requirements by the Army Corps of Engineers. Another RFQ would be for the Water Walk project preliminary planning. Several individuals are needed to evaluate the consultants. Clark Surveying has been surveying stormwater infrastructure that would inform the design of a new facility in the Yard.

Operations Manager Sparks reported that the yard would be 100% full in two weeks. Additional work is being done to the new moorage office prior to moving it to save time while awaiting City permit approval.

Harbormaster Ferrero: Staff is working to accommodate everything on the schedule. The Port has onboarded two new Customer Service Representatives Michele and Amy. The Point Hudson marina and RV park are beginning to see reservations. The cruise ships will begin to arrive later this month.

Lease and Contracts Administrator Nelson: Recent lease terminations included long-term tenants Ernie Baird and Gathering Place as well as Marine Surveys and Assessments who vacated the Cupola House to move to a Boat Haven location.

IX. COMMISSIONER COMMENTS (Rec. 00:37:00)

Commissioner Hasse: Karen Affeldt of the North Olympic Peninsula Development Council noted the Inflation Reduction Act allows incentives for agencies to buy electric cars or invest in alternative energies. She wrote for the upcoming Port Report about the installation of dolphins to protect Union Wharf from small cruise ships. They would also be able to attach to shore power to reduce fossil fuel emissions. Sea Marine has purchased an ice-pellet blaster as an equivalent tool to sandblasting.

Commissioner Petranek March 21 is the "First Aid at Sea" Sea Grant class. She and Chris Bricker of KPTZ did a tour of five tall ships *Pacific Grace*, *Pacific Swift*, *Hawaiian Chieftain*, *Adventress* and the *Martha* for the upcoming episode of *Our Working Waterfront*.

X. NEXT PUBLIC WORKSHOP & REGULAR BUSINESS MEETING (Rec. 00:41:00)

Next Regular Business Meeting: Wednesday, March 22, 2023 at Pavilion Building and via Zoom.

XI. EXECUTIVE SESSION (Rec. 00:41:00) - none

XII. ADJOURNMENT (Rec. 00:41:19): meeting adjourned at 1:45 p.m., there being no further business before the Commission.

ATTEST:



Peter W. Hanke, Secretary



Pamela A. Petranek, President



Carol L. Hasse, Vice President