

PORT COMMISSION RETREAT– Wednesday, April 20, 2023

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

Present: Commissioners Hasse, Petranek, and Hanke
Executive Director Eron Berg
Deputy Director Eric Toews
Director of Finance and Administration Abigail Berg
Director of Capital Projects & Port Engineer Matt Klontz
Operations Manager Chris Sparks
Harbormaster Kristian Ferrero
Lease and Contracts Administrator Sue Nelson
Port Recorder Joanna Sanders
Environmental Specialist Kimberlie Webber
Precision Approach Engineering, Inc., Geoff Vaughn

I. CALL TO ORDER (Rec. 00:00:04)
Commissioner Petranek called the retreat to order at 10:00 a.m.

II. AGENDA

| Time | Item/Discussion | Leader |
|---------------|---|-----------------------|
| 10:00-10:05 | Welcome | Commissioner Petranek |
| 10:05-11:05 | Short's Farm Planning Process. The Commission supported bringing forward for adoption and publishing the foundational goals as written. | Eric Toews |
| 11:05-12:00 | Airport Planning Process. The Commission was interested in improved web presence and public engagement. | Geoff Vaughn |
| 12:00 - 12:45 | Working Lunch - Environmental Update | Kimberlie Webber |
| 12:45 – 1:00 | Break | |
| 1:00-2:00 | Commission Prioritizations. Continue the Port mission focus -- serving its customers, including business lease tenants, supporting community values, with strong organizational alignment in its projects, and care of employees. There was a desire for financial forecasting by property/cost center and reporting to reflect the return on investment. | Commissioner Petranek |
| 2:00-3:00 | Commission & Staff Round Table Discussion. For the May Intergovernmental Collaborative Group meeting, a discussion topic would be how to maximize ICG collaboration. There was some interest in postponing a strategic plan review. | Commissioner Petranek |
| 3:00 | Adjournment | Commissioner Petranek |

III. The retreat adjourned at 3:30 p.m., there being no further business before the Commission.

ATTEST:


Peter W. Hanke, Secretary


Pamela A. Petranek, President


Carol L. Hasse, Vice President