

PORT COMMISSION REGULAR BUSINESS MEETING – Wednesday, March 13, 2024

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 Petranek, Hasse, and Hanke
Executive Director Eron Berg
Deputy Director Eric Toews
Director of Finance and Administration Connie Anderson
Director of Capital Projects and Port Engineer Matt Klontz
Operations Manager Chris Sparks
Lease & Contracts Administrator Sue Nelson
Project Administrator Natalie Toews
Port Recorder Joanna Sanders
Via Zoom: Attorney Seth Woolsen

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

II. APPROVAL OF AGENDA (Rec. 00:00:38)
There was no objection to reordering the agenda to address Item D first under Regular Business.

III. PUBLIC COMMENTS – GENERAL (Rec. 00:00:52)
Scott Walker asked for a \$1,500 Port sponsorship for the April 19 Transportation Conference.
Inger Rankin spoke of several concerns: renewal of the Best Coast Canvas lease, marina affordability, and increasing property taxes. She also had questions about parking at Point Hudson, business moorage slips, the operation of the pump out station at the linear dock, and some Point Hudson tenants being held to one-year leases while others receive 10-years.
Leah Kefgen of Best Coast Canvass provided written comment about her lease renewal and asked to renew for 5-yrs with an option for another 5-year renewal.

IV. SPECIAL PRESENTATION: (Rec. 00:11:46)
Chris Sparks recognized Laura Snodgrass, Maintenance Tech II, for 15 years of excellent work at the Port.

V. CONSENT AGENDA (Rec. 00:14:00)
A. Approval of Business Meeting Minutes from February 28, Retreat Minutes February 29/March 1, 2024 and Special Meeting Minutes of March 6, 2024
B. Approval & Ratification of Warrants
Warrants #068154 through #068159 and Electronic Payments in the total amount of \$282,633.16
Warrants #068160 through #068224 in the amount of \$141,869.21
Warrants #068174 in the amount of \$30 is declared void
C. Write Off Register
D. Hudson Point Café Lease Assignment, Assumption & Amendment

The Consent Agenda was approved by unanimous consent with minor changes to the minutes of February 28, 2024. Public comment by Marshall Brennan would reflect “Lifeboat Fund” versus Light Boat Fund. Under Item IX, the text in sentence four was changed to read “She met separately with Celeste Dybeck and Walter McQuillen exploring working together on a carving shelter. She spoke with Walter about the canoe being welcome back at Point Hudson. Their family may have plans to take the canoe instead to Neah Bay.”

VI. SECOND READING - None

VII. FIRST READING - None

VIII. REGULAR BUSINESS (Rec. 00:17:17)

A. Lower Hadlock Float (Rec. 00:17:19)

Executive Director Eron Berg explained the exploration of options for an agreement allowing float access to expand the school's in-water advanced learning at the Northwest School of Wooden Boatbuilding (NWSWB).

NWSWB Betsy Davis and Kevin Ritz were present to review their interest in securing dock space to teach in-water marine systems work at the school.

Commission direction and options discussed were to gate the southern 40 ft. for the school and meet with the school to consider the cost for the use. Regarding the ongoing concern of abandoned boats and boats not paying for dock use, the Port would consider rounding up abandoned vessels.

B. Pavilion Audio Visual Upgrade (Rec. 00:40:05)

Administrative Assistant Joanna Sanders reviewed research from other jurisdictions about their audio/video recording systems. The Commission had requested a comparison of systems out of concern about the cost of high-end systems. High ceiling height in the Pavilion is a challenge with the simpler, low-cost technology and no amplification for audio recordings and in-room participation.

Executive Director Eron Berg summarized the primary solution being proposed and addressed questions about recouping costs from other jurisdictions using the technology, gaps to address audio concerns and lack of in-room amplification for different types of meetings held in the Pavilion.

Approval of motion to adopt the \$71,000 proposal for audio/video system for Pavilion. Opposed by Commissioner Petranek.

C. Harbormaster Report (Rec. 01:07:24)

Executive Director Eron Berg noted the report was presented in hard copy. There was a brief discussion and Commission interest in a revision of the waitlist rules, which would be scheduled for the next meeting.

D. Off-Port Blocking Rate (Rec. 01:12:04)

Executive Director Eron Berg reviewed materials on the Port established off-Port blocking rate.

Unanimous approval of Motion to amend the 2024 Yard Rate card to amend the Off-Port Blocking monthly rates to daily rates as described in this memo, effective April 1, 2024.

IX. STAFF COMMENTS (Rec. 01:14:38)

Executive Director Eron Berg reported that there being no Commission objection, he would approve the T-Lab funding request. He also addressed each of Inger Rankin's questions and concerns.

Deputy Director Eric Toews reported on the Farm Steering Committee existing conditions report, and upcoming meetings. An additional meeting may be scheduled to provide the Committee an opportunity for more discussion. He reported on the March Joint Growth Management Steering Committee. There is a scheduled meeting tomorrow afternoon with PTMTA marine trades on the Recompete West Boatyard expansion project.

Finance Director Connie Anderson: spoke about successful implementation of CampLife and Park Mobile technologies.

Operations Manager Chris Sparks reported getting close to completing work on the linear float, and the yard is getting busy.

Lease and Contracts Administrator Sue Nelson recognized the passing of long-term JCIA tenant Dennis Broderson. She is pleased about the approval of Hudson Café lease and noted there are a number of long-term leases expiring within the year in the Armory Building.

Project Administrator Natalie Toews expressed excitement and eagerness to work with the Port.

X. COMMISSIONER COMMENTS (Rec. 01:29:15)

Commissioner Hasse gave a boatyard tour to Kirsten Neuschafer who won the around-the-world Gloden Globe race. Her Cape George 36 was built by Cape George Boat Works. Commissioner Hasse and Port staff would be providing a boatyard tour to Xochitl Castaneda of MARAD who is interested in Marine trades maritime education. She would tour the Northwest Maritime Center and the Northwest School of Wooden Boatbuilding.

Commissioner Petranek reported on her attendance at meetings of the Economic Development Council and Short Farm Steering Committee.

Commissioner Hanke: Spoke about attending a breakfast in honor of the late Dennis Broderson who was a stable character at JCIA.

XI. NEXT PUBLIC WORKSHOP & REGULAR BUSINESS MEETING (Rec. 01:32:44)
Regular Business Meeting on Wednesday, March 27, 2024; 5:30 p.m.

XII. EXECUTIVE SESSION (Rec. 01:33:05)

At 2:33 p.m. the Commission recessed into session for 15 minutes anticipating action following the meeting.

At 2:52 p.m., the Commission came back into open session.

Unanimously approved a motion to give Executive Director Eron a performance merit increase for 2024 of \$10,000.

XIII. ADJOURNMENT (Rec. 01:35:14): The meeting adjourned at 2:54 p.m., there being no further business before the Commission.

ATTEST:

Pamela A. Petranek
Pamela A. Petranek, Secretary

Peter W. Hanke
Peter W. Hanke, President

Carol L. Hasse
Carol L. Hasse, Vice President