

PORT COMMISSION REGULAR BUSINESS MEETING – Wednesday, October 22, 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 Hanke, Petranek and Hasse
Executive Director Eron Berg
Deputy Director Eric Toews
Director of Finance and Administration Connie Anderson
Harbormaster Kristian Ferrero
Director of Capital Projects and Port Engineer Matt Klontz
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 5:34 p.m.

II. APPROVAL OF AGENDA (Rec. 00:00:48)

There were no changes.

III. PUBLIC COMMENTS – GENERAL (Rec. 00:01:45)

Tom Ehrlichman (written) commented on the difficulties following opportunities for public input on the Short Farm.

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

A. Approval of Regular Business Meeting Minutes of October 9, 2024

B. Approval & Ratification of Warrants

Warrant #069228 through #069281 in the amount of \$119,031.38

Warrant #069282 through #069284 and electronic payments in the total amount of \$141,851.60

C. Authorization of Lease Assignment & Assumption: Dive Tech, Inc. d/b/a Octopus Gardens Diving/Yackel Scuba Services, LLC

Unanimous approval of the Consent Agenda as written.

V. PUBLIC HEARINGS (Rec. 00:03:10):

Commissioner Hanke opened and reviewed the procedures for the public hearings.

A. 2025 Rate Cards

B. Draft 2025 Operating & Capital Budget Resolution 829-24 establishing the 2025 Operating and Capital Budgets

C. Resolution 827-24 fixing the amount of general property tax to be levied for collection in the year 2025

D. Resolution 828-24 fixing the amount of IDD tax to be levied for collection in the year 2025

Director of Finance and Administration Connie Anderson distributed her memorandum reviewing the changes to the 2025 rates and fees following the October 9 meeting primarily involving Point Hudson moorage and electrical fees. She also reviewed general property tax levy and IDD levy amounts reflected in the resolutions and explained the Sources and Uses of Cash, the high-level view of the Operating Budget, to be adopted as Exhibit A to Resolution 829-24. She then reviewed and responded to questions page by page in the detailed budget document.

Executive Director Eron Berg summarized there were no proposed changes following discussion to the three resolutions (budget, property tax levy, or IDD), as well as no discussion on the rate cards.

There was no public testimony. (Rec: 00:39:51)

Unanimous approval of motion to continue the public hearings on the 2025 Operating and Capital Budget, property tax levy, and IDD tax levy to November 13, 2024 at 1 p.m.

VI. PUBLIC HEARING ON RESOLUTION 830-24 AMENDING THE PORT OF PORT TOWNSEND'S COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS TO INCORPORATE THE CAPITAL PROJECTS CONTAINED IN THE 2025 OPERATING & CAPITAL BUDGET (Rec: 00:45:17)

Commissioner Hanke opened and reviewed the procedures for the public hearing.

Deputy Director Eric Toews gave the staff presentation according to the informational memo. Presented as the attachment to the resolution is what is hoped to be a template for future amendments showing a table of resolutions occurring over the year concerning capital budget decisions as well as the Port's process of acquiring the April Owen property near the airport. There is a nonprogrammatically SEPA review on this amendment with a threshold determination of non-significance issued for the amendment. The plan amendment is not a replacement for SEPA review and threshold determination on individual projects.

During Commission discussion, it was noted the Comprehensive Scheme needs to conform with the previously-updated mission to include *and to protect and maintain our environment, community resources and maritime heritage*. Staff clarified that recent updates to the capital budget will be mirrored in the next version of the amendment to the Comprehensive Scheme. Given Commission interest in completing an update to the Strategic Plan, staff agreed to present at the November workshop how a stakeholder committee might assist in the update.

Public Testimony (Rec: 00:58:31): Noted was the written comment from Ehrlichman (written) on the difficulties following opportunities for public input in Short Farm planning.

Unanimous Commission approval of motion to continue the public hearing to November 13, 2024 at 1 p.m. and keep the public record open on the Amendments to the Comprehensive Scheme of Harbor Improvements.

VII. REGULAR BUSINESS (Rec. 01:01:17)

A. Project Update - Sims Way and Boat Yard Expansion (Rec: 01:07:00).

Director of Capital Projects and Port Engineer Matt Klontz provided a brief update and led a discussion of the preliminary drawings and solicited input on the features of the frontage improvements. Joining the discussion was stakeholder committee member Joni Blanchard, representative from the maritime community. Following discussion of the fence height and type, there was Commission interest in proceeding with a six-foot high galvanized chain link fence, with the 18 inches between sidewalk and fence allowing for plantings. It was noted the City would be responsible for plants north of the sidewalk with the Port as adjoining property owner responsible for mowing, plant irrigation and maintenance on the other side of the sidewalk..

B. Decision on Cancelling or Rescheduling the December 11, 2024 Workshop and Business Meeting to Monday, December 9 at 9:30 and 1pm (Rec: 01:47:45)

Unanimous approval of motion to reschedule the first December Workshop and Business Meeting to Monday, December 9 at 9:30 a.m. and 1 p.m. respectively.

VIII. STAFF COMMENTS (Rec. 01:48:13)

Executive Director Eron Berg reported on the tour of Commander's Beach house and mutual tour of duplex, meeting with American Cruise Lines about moorage options and rates, he and Ross Widener met with National Resource Conservation Service (NRCS) about how they work with agriculture, US Coast Guard had their rigging school at Pavilion, an October 29 at 9 a.m. Public Infrastructure Fund (PIF) to advocate the Rural Light Industrial Park, and proposed rule amendment regarding adopting state statute regarding airplane seizure and sale for airport matters, and a 40-ft container at the Short Farm with household goods will be disposed.

Director of Capital Projects and Port Engineer Matt Klontz reported that Boat Haven stormwater improvement project will be publicly noticed next week.

IX. COMMISSIONER COMMENTS (Rec. 02:08:08)

Commissioner Hasse reported the September newsletter of Maritime Washington featured ten maritime activities in Port Townsend. She attended a Housing Solutions Network event at the NWMC and will attend North Olympic Development Council Energy Futures summit along with presenter Dave Nakagawara. At today's Climate Action Committee, Jefferson General Hospital consultant and designers presented on their use of low carbon footprint materials. The City's Shoreline Master Plan was last updated in 2021 and there will be coordination with the Port on including a shoreline adaptation component.

Commissioner Hanke recognized the statistic reflected just now in listening to National Public Radio is that 75% of the American public is having anxiety about upcoming election.

X. NEXT PUBLIC WORKSHOP & REGULAR BUSINESS MEETING (Rec. 02:03:33)

Wednesday, November 13, 2024 at Pavilion Building and via Zoom, with Public Workshop at 9:30 a.m. and Regular Business Meeting at 1:00 p.m.

XI. EXECUTIVE SESSION – None

XII. ADJOURNMENT (Rec. 02:03:40)

At 7:37 p.m., the meeting adjourned 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