

PORT COMMISSION REGULAR BUSINESS MEETING – Wednesday, November 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 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
Lease and Contract Administrator Sue Nelson
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. 00:00:40)
There were no changes.

III. PUBLIC COMMENTS – GENERAL (Rec. 00:00:58)
There were none.

IV. CONSENT AGENDA (Rec. 00:01:37)

A. Approval of Special Business Meeting Minutes of October 22, 2024

B. Approval & Ratification of Warrants

Warrant #069285 through #069306 in the amount of \$124,244.57

Warrant #069307 through #069329 in the amount of \$240,110.93

Warrant #069330 through #069353 in the amount of \$28,488.71

Warrant #069354 through #069359 and electronic payments in the total amount of \$284,197.58

Electronic payments in the total amount of \$77,735.08

Electronic payments in the total amount of \$20,282.58

Warrant #069277 in the amount of \$1,584.00 is void

Warrant #069360 through #069409 in the amount of \$93,265.49

Unanimous approval of the Consent Agenda as written with the removal of item C: Resolution 832-24 Authorizing the Executive Director of the Port of Port Townsend or Designee to file a Sub-Application for a Building Resilient Infrastructure and Communities Program (BRIC) Grant for the Sea Level Rise Project with the State of Washington Military Department, Emergency Management Division, for the Purpose of Obtaining and Administering Certain State and Federal Financial Assistance Under the Disaster Recovery Reform Act, Section 1234; Amended Section 2023 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act)

V. PUBLIC HEARINGS (Rec. 00:02:50):

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 led a budget presentation to provide a 2025 budget overview. She also reviewed Property Tax and IDD levy rates as set in the proposed resolutions.

There was no public testimony. (Rec: 00:25:33)

The public hearings were closed.

Unanimous approval of Motion to adopt the 2025 rate cards. Before approval there was discussion of the limit on the number of liveboards to 10%.

Unanimous approval of Motion to adopt Resolution 829-24 Establishing the 2025 Operating and Capital Budget.

Unanimous approval of Motion to adopt Resolution 827-24 fixing the amount of general property tax to be levied for collection in the year 2025

Unanimous approval of Motion to adopt Resolution 828-24 fixing the amount of IDD tax to be levied for collection in the year 2025

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: 00:33:00)

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

Deputy Director Eric Toews gave the staff presentation noting the Comprehensive Scheme needs to conform with the previously-adopted budget. The document was amended to reflect the acquisition of the April Owen property. He reviewed the SEPA public comment, the appeals process is concluded, and is ready for Commission action.

Public Testimony (Rec: 00:39:00): There was none.
The public hearing was closed.

Unanimous Commission approval of motion to adopt 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

VII. PUBLIC HEARING ON RESOLUTION 831-24 RELATING TO CHARGING FEES FOR PUBLIC RECORDS CONSISTENT WITH APPLICABLE STATE LAWS (Rec: 00:40:50)

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

Administrative Assistant/Public Records Officer Joanna Sanders gave the staff presentation about the fees and updated public records policy.

Public Testimony (Rec: 00:58:31): There was none.
The public hearing was closed.

Unanimous approval of Motion to approve Resolution 831-24 Relating to Charging Fees for Public Records Consistent with Applicable State Laws (Rec: 00:45:22)

VIII. REGULAR BUSINESS (Rec. 00:49:23)

A. 2025 Legislative Agenda/Priorities (Rec: 00:49:30)

Insight Strategies Caron Benedetti Cargill was present to give a presentation reviewing changes in leadership as a result of the November election and to lead a review and discussion of the 2025 Port priorities. She fielded questions from the Commission on the topics of housing, and recycling vessel hulls through the Department of Natural Resources.

Executive Director Eron Berg requested the Commission approve the legislative priorities as listed.

Unanimous approval of a motion to approve the prioritized list of priorities:

- **Funding for Jefferson Country International Airport Industrial Park,**
- **Funding for Boat Yard Expansion Project – Phase 1,**
- **Support funding for Heritage Capital Grant Program and the Point Hudson Weatherization Project,**
- **Support Funding for Model Toxics Control Act,**

- **Support Full Ferry Service,**
- **Support Electrification Funding Support for Ports,**
- **Support Funding for Derelict Vessel Removal Program and**
- **Support Match Act 2.0.**

B. Harbormaster Report (Rec: 01:24:55).

Harbormaster Kristian Ferrero gave the staff presentation on increased activity in the 75 and 300-ton haulout categories, Boat Haven tenancy increases, and Point Hudson parking, transient RV, and vessel counts.

C. Decision on Cancelling or Rescheduling the December 11, 2024 Workshop and Business Meeting to Monday, December 9 at 9:30 and 1pm (Rec: 01:33:00)

There was no objection with setting the first December Commission Workshop and Business Meeting to Wednesday, December 18, 2024 at 9:30 a.m. and 1 p.m.

IX. STAFF COMMENTS (Rec. 01:36:48)

Executive Director Eron Berg reported on the following: Dec. 20 Port staff holiday party from noon to 2pm, a new rule amendment to allow limited fireworks at the Quilcene ramp in July and New Year's Eve, Port hosting the Pacific Coast Conference in April 2025 for an estimated cost of \$3-5,000, and Shoe String Circus scheduled for two weekends at the end of July at Point Hudson. He requested Commission input on what three projects of those listed to prioritize with North Olympic Legislative Alliance.

Eric Toews: reported Port staff may request approval of a resolution to pursue an EDA grant for West Boat Yard Expansion that may require a 50% match.

Director of Finance and Administrative Services Connie Anderson reported that an interlocal agreement will be coming forward to the Port Commission to shift IT network/services from Olympic Educational Services District to the Jefferson County PUD.

Harbormaster Kristian Ferrero will attend the Pacific Marine Expo next week with a larger booth and more merchandise for sale.

Lease and Contracts Administrator Sue Nelson reported that 103 Hudson Street will now house Chums - a store with local food/pastries/art and sundries. Sea Grant will move to the former engineering office space across the breezeway. The Artful Sailor lease is now extended, and two Port-owned hangars were recently leased with one more still available. U.S. Customs will vacate their space to be occupied by Washington Department of Fish and Wildlife. Jumping Mouse is having their annual Turkey Trot on Saturday, Nov. 23.

Director of Capital Projects and Port Engineer Matt Klontz reported bids are due Nov. 25 at 4 p.m. and there are 17 registered bidders for the Boat Haven Stormwater project.

Attorney Seth Woolsen noted there is a DNR limit to 10% maximum on the number of liveboards.

Administrative Assistant Joanna Sanders: Asked to confirm Commissioner quorum for Pacific Marine Expo and holiday party.

X. COMMISSIONER COMMENTS (Rec. 01:59:28)

Commissioner Hasse reported on discussion topics (including Port sea-level rise) at the recent two-day seminar on North Olympic Development Council on Energy Resilience and Independence. She will attend a Friday, Nov. 15 Wash. Maritime Trust event from 10-2 at Northwest Maritime.

Commissioner Petranek reported on the following: EDC Board Nominee from Port Townsend paper. *Our Working Waterfront* podcast Coastal Ocean College in Mystic Seaport and other Port businesses is now available. She will attend Pacific Marine Expo and attended last night's PTMTA annual membership meeting where they would like to focus on the lease policy. At the meeting, a Northwest Maritime representative reported on recent funding covering labor and industry expenses to allow student business internships. The Jefferson County Historical Society received grant for documenting historical boats, the 100 Year Port History Book is still a topic of conversation at Farmer's Market. She also attended a great wedding reception held at the Pavilion.

XI. NEXT PUBLIC WORKSHOP & REGULAR BUSINESS MEETING (Rec. 02:09:52)

Thursday, November 21, 2024 at the Pavilion Building at 5 p.m. is the Intergovernmental Collaborative Group Meeting.

Tuesday, November 26, 2024 at Pavilion Building and via Zoom in a Regular Business Meeting at 1:00 p.m.

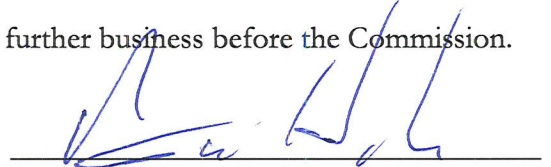
XII. ADJOURNMENT (Rec. 02:11:13)


At 3:11 p.m., the meeting adjourned there being no further business before the Commission.

ATTEST:



Pamela A. Petranek, Secretary



Peter W. Hanke, President

Carol L. Hasse, Vice President