

PORT COMMISSION REGULAR BUSINESS MEETING – Wednesday, July 9, 2025

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: Commissioner Hasse and Hanke, Commissioner Petranek (Excused)
Deputy Director Eric Toews
Director of Finance and Administration Connie Anderson
Lease and Contracts Administrator Heron Scott
Projects Administrator Natalie Toews
Port Recorder Joanna Sanders
Via Zoom: Attorney Seth Woolsen

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE (Rec. 00:00:00)

Commissioner Hasse called the meeting to order at 1:00 p.m.

II. APPROVAL OF AGENDA (Rec. 00:01:18)

There was no objection to the addition of Item D under regular business for an Armstrong Consolidated, LLC d/b/a ACI Boats – Point Hudson Building Lease Termination

III. PUBLIC COMMENTS – GENERAL (Rec. 00:02:00)

Ashlyn Brown provided written comment with concerns about long-term contracts with cruise ships. There were links to studies and articles.

IV. CONSENT AGENDA (Rec. 00:02:15)

A. Approval of Business Meeting Minutes of June 25, 2025

B. Approval & Ratification of Warrants

Warrant #070402 through 070452 in the amount of \$200,260.93

Warrant #070453 through #070456 and Electronic Payments in the total amount in the amount of \$316,566.53

Warrant #070457 through #070485 in the amount of \$72,204.42

Warrant #068273 in the amount of \$327.30 and Warrant #070396 in the amount of \$259.34 are void

Electronic Debit in the amount of \$492.30

C. Write Off Register

D. Review and Approval of Draft 2026 Budget Schedule and Process (revised updated version)

E. Authorize the Executive Director to award the contract for the Pavement Preservation Project at JCIA to C.R. Contracting, for the contract price of \$509,899.03 (i.e., award of the Base Bid schedule as well as Additive Bid Schedules A, B, C, and D) contingent upon receipt of FAA grant (AIP No. 3-53-0134-026-2025) in the amount of \$585,519.71.

Unanimous approval of the Consent Agenda as written including the revised budget schedule as reviewed by Director of Finance and Administration Connie Anderson.

V. SECOND READING (Rec. 00:03:27)

A. Resolution 846-25 Concerning a Ballot Measure Proposing to Lengthen Port Commissioner Terms to Six Years

Commissioners reviewed the new resolution, discussed, and agreed not to pursue this action as critical at this time. In the first quarter of 2026, the Commission will revisit the topic. There is a desire for broader community involvement as well as more time for a public explanation on the need for staggered terms.

VI. FIRST READING (Rec. 00:03:28) - None

VII. REGULAR BUSINESS (Rec. 00:09:17)

A. May 2025 Year to Date Financials

Director of Finance and Administration Connie Anderson gave the detailed staff report.

The Port skipped its April report in order to submit the annual report. The 75-ton portion of the yard is doing well and is offset by the 300-ton yard activity which is down 25%.

Following an explanation of the LTGO bonds, there was Commission interest in revisiting in September paying the 2015 and 2010 LTGO bonds.

B. Harbormaster Report (Rec. 00:34:03)

Deputy Director Eric Toews presented the report recognizing that 75-ton activity continues as expected and 300-ton haulout activity is down significantly possibly due to the disruptions with the stormwater activity and decreased yard space. Other contributing factors might be geopolitical and/or a lack of promotion.

C. Resolution 849-25 Adopting an Updated Strategic Plan for the Port of Port Townsend (Rec. 00:45:00)

Deputy Director Eric Toews reviewed the plan presented at today's workshop. Staff proposed making a few minor scrivener corrections when the final document is approved.

Unanimous approval of Resolution 849-25 Adopting an Updated Strategic Plan for the Port of Port Townsend with minor grammatical and other corrections.

D. Armstrong Consolidated, LLC d/b/a ACI Boats – Point Hudson Building Lease Termination (Rec. 00:48:10)

Deputy Director Eric Toews noted this was presented under regular business because of the late addition to the agenda. Due to unforeseen circumstances, ACI requests an early termination of their lease.

Cory Armstrong of ACI was present to express their desire to use the space for their sales office. They have changed their plans and will instead focus on their existing facilities rather than work on reworking the US Coast Guard space.

Unanimous approval of Motion to Authorize Executive Director to execute the Point Hudson Building Lease Termination with Armstrong Consolidated, LLC d/b/a ACI Boats – Point Hudson Building Lease Termination

VIII. STAFF COMMENTS (Rec. 00:56:39)

Deputy Director Eric Toews reported that Kevin Streett of the PUD is taking three Port partner projects to the PUD Commissioners on July 15 (the PIF Grant-funded extension of power for the Rural Light Industrial Park, water for the south part of the runway for the rural light industrial park, and power infrastructure to the Timber Collaborative). Requests went to Senators Cantwell and Murray asking for congressional spending to support the rural light industrial park.

Director of Finance and Administration Connie Anderson reported she anticipates receiving an update soon on the Port's audit.

IX. COMMISSIONER COMMENTS (Rec. 01:00:06)

Commissioner Hasse reported on this month's NODC meeting featuring Andrew Schwartz of the Hood Canal Chamber of Commerce regarding south Jefferson County accessing Recompete Grants. Also speaking was Garrett Dalen of the Nature Conservancy about their Emerald Edge Network project. She reviewed the events associated with the All-County Preparedness Day at Finn River. Washington Maritime Trust met regarding its budget challenges and their attempts to increase partnerships and general visibility, including the Port, WPPA, and other local businesses. They are experimenting with using Washington State Ferries and giving docent educational presentations. The Port might help by advertising this partnership with its own advertising in Port ads.

X. NEXT PUBLIC WORKSHOP & REGULAR BUSINESS MEETING (Rec. 01:07:14)

WPPA Commissioners' Seminar July 21-23, 2025 at Semiahmoo Resort, Blaine, WA

The Commission briefly discussed and confirmed it would cancel the Workshop and Regular Business Meeting on Wednesday, August 13, 2025 at 9:30 a.m. due to a lack of a quorum of the Commission.

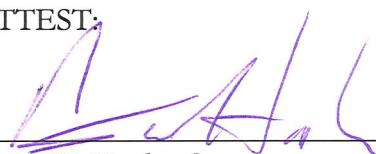
Wednesday, September 10 at workshop at 9:30 a.m. and 1 p.m. Business Meeting at the Pavilion Building & via Zoom.

XI. EXECUTIVE SESSION – None

XII. ADJOURNMENT (Rec. 01:09:20)

At 2:12 p.m., the meeting adjourned there being no further business before the Commission.

ATTEST:



Peter W. Hanke, Secretary



Carol L. Hasse, President



Pamela A. Petranek, Vice President

