

PORT COMMISSION REGULAR BUSINESS MEETING – Wednesday, October 22, 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: Commissioners Petranek and Hasse and Hanke (virtually)
Executive Director Eron Berg
Deputy Director Eric Toews
Director of Finance and Administration Connie Anderson
Director of Capital Projects and Port Engineer Matt Klontz
Lease and Contracts Administrator Heron Scott
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 5:38 p.m.

II. APPROVAL OF AGENDA (Rec. 00:01:48)

There was approval of a proposed change to move Regular Business ahead of the Public Hearings and moving the third item Short Farm Silent Flight Proposal Commission Direction to be the first topic of discussion.

III. PUBLIC COMMENTS – GENERAL (Rec. 00:02:25)

Steve Hampton of the Rainshadow Bird Alliance expressed appreciation for birding access on the Short Farm and expressed concern about the proposal due to the disturbances it could cause to birds. He later responded to Commissioner questions.

Lorna Smith, a Fish and Wildlife Commissioner for the State of Washington, speaking personally, said her views are also representative of the agency. She expressed concerns about the incompatible uses of the seaplanes with the Jefferson Land Trust conservation easement.

Jeff Kelety spoke about his Silent Flight proposal at the Short Farm for model seaplanes, land base model airplanes, gliders, or electric powered planes. He responded to Commissioner questions.

Deboran Kelso provided written comment and urged denying the seaplane activity proposal.

IV. CONSENT AGENDA (Rec. 00:14:51)

A. Approval of Workshop and Regular Business Meeting Minutes of October 8, 2025

B. Approval & Ratification of Warrants

Warrant #068520 in the amount of \$100 is void

Warrant #070807 in the amount of \$122.13 is void

Warrant #070943 in the amount of \$3,023.68 is void

Electronic Debit in the amount of \$19,355.26

Electronic Debit in the amount of \$48,012.22

Electronic Debits in the amount of \$67.45 and \$21,196.45

Electronic Debit in the amount of \$492.30

Warrant #070961 in the amount of \$4,422.51

Warrant #070962 through #071007 in the amount of \$169,230.65

Warrant #071008 through #071052 in the amount of \$312,710.73

Warrant #071053 through #071056 and electronic payments in the total amount of \$157,277.23

C. Write Off Registers

Unanimous approval of the Consent Agenda as written.

V. REGULAR BUSINESS (Rec. 00:15:25):

A. Short's Farm Silent Flight Proposal Commission Direction

Executive Director Eron Berg noted this is a follow up to a discussion in the spring of 2024. He reviewed the proposal for a sea base operation. Staff offered to prepare a license use agreement and asked for Commission direction on whether to advance an agreement.

Deputy Director Eric Toews noted the proposal is to use Farm Pond 4.

Commissioners asked questions of Jeff Kelety and Steve Hampton and discussed at length their concerns about what they see as incompatible uses - sea planes with farming and wildlife preservation in the specific area proposed. There were references to the draft public access plan and concerns about any expanded use beyond what is proposed such as retrieving grounded planes by boat. There was no Commission support for advancing the proposal with an agreement.

B. Resolution 862-25 Establishing Property Tax Reserve Fund (Rec. 00:38:25)

Executive Director Eron Berg and Director of Finance and Administration Connie Anderson gave the staff report.

A motion to approve Resolution 862-25 Establishing Property Tax Reserve Fund was approved by unanimous vote with the change as noted (striking the word "small" in the third of the listed items.)

C. Authorize the Executive Director to use \$1,600,000 of Operational Reserves to pay off the 2010B LTGO debt in full no later than January 31, 2026. (Rec: 00:46:20)

Executive Director Eron Berg reviewed the details on the debt retirement considerations detailed in the staff memorandum.

A motion to authorize the Executive Director to use \$1,600,000 of Operational Reserves to pay off the 2010B LTGO debt in full no later than January 31, 2026 was approved by unanimous vote.

VI. PUBLIC HEARINGS (Rec. 00:48:00):

A. 2026 Rates and the Draft 2026 Operating & Capital Budget. (Rec: 00:48:00)

Commissioner Hasse opened and reviewed the procedures for the public hearing on the Draft 2025 Operating & Capital Budget

Director of Finance and Administration Connie Anderson gave the staff briefing beginning with a review of the 2025 rates and budget highlights as detailed in the informational memorandum.

There being no public testimony, Commissioner Hasse closed public testimony.

A motion to continue the public hearing on the 2026 Operating and Capital Budget was approved by unanimous vote.

The Commissioners urged moving revenues from City Pier and Union Wharf listed currently shown under Point Hudson Marina, RV and Properties to Water Access under General Operating Revenues. Some discussion occurred regarding the marketing and advertising line item as well as where C&D dock replacement should be reflected in the five-year plan as it was listed in the five-year capital project overview under Other-Port Wide Dock Renovations and Piling Replacements (but not included in the near-term forecasting model nor funded until year 10-15). There was interest in either reprioritizing projects or saving to allow for planning for C&D dock replacement. Discussed was the cost estimated at \$12 million which could come from IDD 3 funds, moorage tenant rates, grants, or earmarked funds. Also discussed was the \$1.2 million needed for Union Wharf electrification project for which the Port has previously requested legislative support and whether that remains an item of focus. The Commission asked for workshop discussion to hear comments and consider the number of cruise line visits (level and intensity of use).

B. Resolution 858-25 Fixing the Amount of General Property Tax to be Levied for Collection in the Year 2026 (Rec. 02:04:25)

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

Director of Finance and Administration Connie Anderson gave the staff briefing.

There being no public testimony, Commissioner Hasse closed public testimony.

A motion to approve Resolution 858-25 Fixing the Amount of General Property Tax to be Levied for Collection in the Year 2026 was approved by unanimous vote.

- C. Resolution 859-25 Fixing the Amount of IDD Tax to be Levied for Collection in the Year 2026 (Rec: 02:09:35)

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

Director of Finance and Administration Connie Anderson gave the staff presentation reviewing the multi-year levy as stated in the resolution. With the passage of the resolution, there would still remain the amount of \$1.3-1.4 million to be levied in 2027 as part of the existing IDD levy.

There being no public testimony, Commissioner Hasse closed public testimony.

A motion to approve Resolution 859-25 Fixing the Amount of IDD Tax to be Levied for Collection in the Year 2026 was approved by unanimous vote.

- VII. PUBLIC HEARING ON RESOLUTION 861-25 AMENDING THE PORT OF PORT TOWNSEND'S COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS TO INCORPORATE THE CAPITAL PROJECTS CONTAINED IN THE 2026 OPERATING & CAPITAL BUDGET (Rec: 02:12:40)

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

Deputy Director Eric Toews gave the staff presentation according to the informational memo. There is a nonprogrammatic SEPA review on this amendment with a threshold determination of non-significance issued for the amendment. On Oct. 27, a determination of non-significance was issued and closed on Mon., Oct. 20. The plan amendment is not a replacement for SEPA review and threshold determination on individual projects.

Public Testimony (Rec: 00:58:31): There were none. Deputy Director Eric Toews explained the communications provided to the Commission from Chloe Donaldson of the Port Gamble S'Klallam Tribe and Olympic Region Clean Air Agency (ORCAA) both of which have interest when individual projects are proposed in the future.

A motion to continue the public hearing to November 12, 2025 at 1 p.m. and keep the public record open on the Amendments to the Comprehensive Scheme of Harbor Improvements was approved by unanimous vote.

- VIII. STAFF COMMENTS (Rec. 02:19:00)

Executive Director Eron Berg reported there has been no action on the sale of Elmore pending pursuit of another lead. Staff is reassessing the cost versus time allowed per quarter for showers in Port restroom facilities. He reviewed a new requirement as of January 1, 2026 that requires marinas to test all boats for stray current before connecting to shore power. This will have significant staffing cost to implement and impacts all Ports. He described the possibility of a Boat Haven Marina microgrid feasibility grant by NODC due November 4.

- IX. COMMISSIONER COMMENTS (Rec. 02:31:01)

Commissioner Petranek reported the KPTZ recording for Our Working Waterfront on the boatyard barbecue is now available.

Commissioner Hasse reported attending yesterday's NODC energy resilience conference and the important of Ham radio operators in emergency preparedness.

- X. NEXT PUBLIC WORKSHOP & REGULAR BUSINESS MEETING (Rec. 02:34:35)

Wednesday, November 12, 2025 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

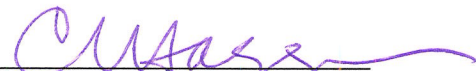
XII. ADJOURNMENT (Rec. 02:34:45)

At 8:09 p.m., the meeting adjourned there being no further business before the Commission.

ATTEST:



Pete Hanke, Secretary



Carol L. Hasse, President



Pamela A. Petranek, Vice President