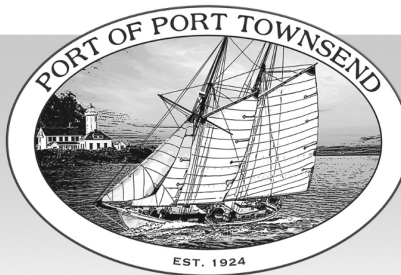


2701 Jefferson Street
P.O. Box 1180
Port Townsend, WA 98368



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**Regular Commission Meeting
1st Monthly Meeting Agenda**

Wednesday, November 12, 2025, 1 p.m.

Point Hudson Pavilion Building, 355 Hudson Street, Port Townsend, & via Zoom

**<https://zoom.us/> – or call (253) 215-8782 – and use Webinar ID: 862 6904 3651, Password:
911887**

- I. Call to Order / Pledge of Allegiance
- II. Approval of Agenda
- III. Public Comments
- IV. Special Presentation: Recognition of Fifteen-Year Anniversary for Eric Toews
- V. Consent Agenda
 - A. Approval of Business Meeting Minutes from October 22, 2025..... 3
 - B. Approval & Ratification of Warrants 8-12
 - C. Resolution 863-25 Authorizing the Executive Director to File an Application with the Washington State Community Economic Revitalization Board (CERB), Seeking Rural Ports Program Grant Funding to Support the Boat Haven Main Breakwater Rehabilitation Project at the Port Townsend Boat Haven..... 13-17
 - D. Resolution 864-25 Declaring Certain Items Surplus and Authorizing their Sale and/or Disposal..... 18-20
- VI. Public Hearings (Continued):
 - A. Draft 2026 Operating & Capital Budget Resolution 860-25 establishing the 2026 Operating and Capital Budgets 21-102
 - B. 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 103-135
- VII. Regular Business
 - A. 2026 Legislative Agenda/Priorities with Insight Strategies 136
- VIII. First Reading – none
- IX. Second Reading – none
- X. Staff Comments
- XI. Commissioner Comments

The Port of Port Townsend does not discriminate on the basis of disability in its meetings. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures should contact the ADA Coordinator at 360-385-0656 or civilrights@portofpt.com

XII. Next Regular Business Meeting:

Tuesday, November 25, 2025 at Pavilion Building and via Zoom at 5:30 p.m.

XIII. Executive Session – None Scheduled

XIV. Adjournment

<u>Informational Items</u>	137
• Lease Update	138-144
• Commission Meeting Schedule.....	145-146

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 Woollen

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.

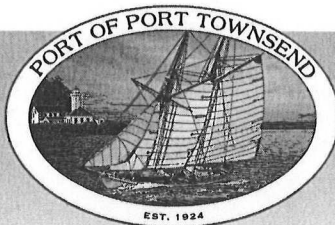
ATTEST:

Pete Hanke, Secretary

Carol L. Hasse, President

Pamela A. Petranek, Vice President

2701 Jefferson Street
P.O. Box 1180
Port Townsend, WA 98368



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WARRANT APPROVAL

We, the undersigned, as Commissioners and Auditing Officer of the Port of Port Townsend, in Jefferson County, Washington, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claims is a just, due and unpaid obligation of the Port of Port Townsend, that I am authorized to authenticate and certify to said claim and that this claim, in Warrant No 071057 - 071097 generated on October 28th, 2025 in the amount of \$381,221.85 is ratified.

Signed and Authenticated on this 12th day of November, 2025.

For: Accounts Payable

Commissioner Carol Hasse

Commissioner Pam Petranek

Commissioner Pete Hanke

Connie Anderson, Director of
Finance and Administration

Port of Port Townsend (PTA)

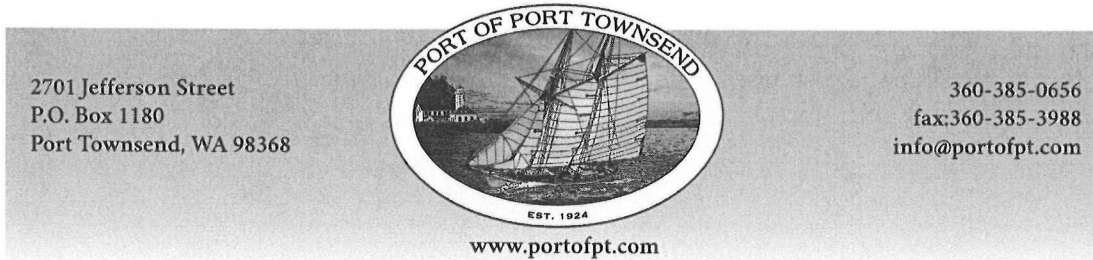
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			101525REFUND	10/15/2025	272.68	0.00	272.68
0000071059	10/28/2025	BET070	Tracy Betts				Check Entry Number: 001
			102825EXP	10/28/2025	435.00	0.00	435.00
0000071060	10/28/2025	CED005	CED				Check Entry Number: 001
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			1077468	10/22/2025	455.87	0.00	455.87
Check 0000071060 Total:					759.78	0.00	759.78
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			132602	10/20/2025	1,980.00	0.00	1,980.00
			132603	10/20/2025	72.00	0.00	72.00
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			4986A	10/20/2025	262.23	0.00	262.23
			4986B	10/20/2025	262.23	0.00	262.23
Check 0000071062 Total:					524.46	0.00	524.46
0000071063	10/28/2025	DYS060	Keith Dyson				Check Entry Number: 001
			100825REFUND	10/13/2025	555.99	0.00	555.99
0000071064	10/28/2025	ECO002	EDC Team Jefferson				Check Entry Number: 001
			416129	10/1/2025	10,609.00	0.00	10,609.00
0000071065	10/28/2025	ECO040	EcoLube Recovery LLC				Check Entry Number: 001
			13519101525	10/15/2025	163.25	0.00	163.25
0000071066	10/28/2025	FAM001	Ferguson Enterprises #3007				Check Entry Number: 001
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			4091824	10/22/2025	1,142.74	0.00	1,142.74
			CM582953	10/6/2025	2,093.92	0.00	2,093.92
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0000071067	10/28/2025	FER020	Ferguson Waterworks #3156				Check Entry Number: 001
			97788	10/15/2025	723.82	0.00	723.82
0000071068	10/28/2025	FIS020	Fish N Hole				Check Entry Number: 001
			5884525	10/22/2025	28.73	0.00	28.73
			5884528	10/18/2025	25.02	0.00	25.02
Check 0000071068 Total:					53.75	0.00	53.75
0000071069	10/28/2025	GAN090	Gannett Washington LocaliQ				Check Entry Number: 001
			7313958	9/30/2025	27.40	0.00	27.40
0000071070	10/28/2025	GOO002	Good Man Sanitation				Check Entry Number: 001
			I6616	10/20/2025	116.96	0.00	116.96
			I6619	10/20/2025	381.92	0.00	381.92
			I6622	10/20/2025	116.96	0.00	116.96
			I6623	10/20/2025	116.96	0.00	116.96
			I6624	10/20/2025	129.38	0.00	129.38
			I6625	10/20/2025	308.43	0.00	308.43
			I6626	10/20/2025	116.96	0.00	116.96
			I6627	10/20/2025	116.96	0.00	116.96
			I6629	10/20/2025	763.83	0.00	763.83
			I6630	10/20/2025	116.96	0.00	116.96
Check 0000071070 Total:					2,285.32	0.00	2,285.32

Port of Port Townsend (PTA)

Bank Code: W - WARRANTS PAYABLE							
Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
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			9669225089	10/9/2025	115.73	0.00	115.73
			9671662964	10/12/2025	138.41	0.00	138.41
			9676575393	10/15/2025	50.66	0.00	50.66
Check 0000071071 Total:					304.80	0.00	304.80
0000071072	10/28/2025	INS070	Insight Strategic Partners LLC				Check Entry Number: 001
			6522	9/30/2025	6,250.00	0.00	6,250.00
0000071073	10/28/2025	MAL045	Mallory Paint Store				Check Entry Number: 001
			Z0245760	10/15/2025	166.16	0.00	166.16
0000071074	10/28/2025	MAN085	Trevor Manners				Check Entry Number: 001
			102825EXP	10/21/2025	90.21	0.00	90.21
0000071075	10/28/2025	MAR031	Marine Vacuum Service, Inc.				Check Entry Number: 001
			86406	10/20/2025	3,030.38	0.00	3,030.38
0000071076	10/28/2025	MUR002	Murrey's Disposal Co. Inc.				Check Entry Number: 001
			8803763S112	10/1/2025	55.18	0.00	55.18
0000071077	10/28/2025	N&S070	N&S Tractor				Check Entry Number: 001
			24264	10/23/2025	472.37	0.00	472.37
0000071078	10/28/2025	PAP020	Pape Material Handling				Check Entry Number: 001
			710767701	10/22/2025	4,070.43	0.00	4,070.43
			710791600	10/20/2025	802.58	0.00	802.58
Check 0000071078 Total:					4,873.01	0.00	4,873.01
0000071079	10/28/2025	PEN060	Peninsula Pest Control, Inc				Check Entry Number: 001
			74569A	8/3/2025	136.75	0.00	136.75
			74569B	8/3/2025	136.75	0.00	136.75
			74569C	8/3/2025	273.50	0.00	273.50
			75257	10/18/2025	328.20	0.00	328.20
Check 0000071079 Total:					875.20	0.00	875.20
0000071080	10/28/2025	PET025	Petrick Lock & Safe				Check Entry Number: 001
			22845	10/22/2025	11.19	0.00	11.19
0000071081	10/28/2025	PIN010	Pinnacle Investigations Corp				Check Entry Number: 001
			102655	10/12/2025	46.28	0.00	46.28
0000071082	10/28/2025	POR008	Port Townsend Yacht Club				Check Entry Number: 001
			102825MEM	10/3/2025	200.00	0.00	200.00
0000071083	10/28/2025	POR085	Port Townsend Foundry LLC				Check Entry Number: 001
			6944	10/21/2025	2,285.72	0.00	2,285.72
0000071084	10/28/2025	PUD001	Pud District #1				Check Entry Number: 001
			101725PUDA	10/24/2025	313.97	0.00	313.97
			101725PUSB	10/17/2025	70.60	0.00	70.60
			101725PUDC	10/17/2025	20.17	0.00	20.17
			101725PUDD	10/17/2025	373.03	0.00	373.03
			14814000OCT25	10/24/2025	550.00	0.00	550.00
Check 0000071084 Total:					1,327.77	0.00	1,327.77
0000071085	10/28/2025	ROD035	Rodda Paint				Check Entry Number: 001
			44192623	10/16/2025	95.01	0.00	95.01
0000071086	10/28/2025	ROD040	Joseph Rodriguez				Check Entry Number: 001
			102125REFUND	10/24/2025	108.52	0.00	108.52
0000071087	10/28/2025	SAF001	Safeway, Inc.				Check Entry Number: 001
			102125A	10/21/2024	32.35	0.00	32.35
			102125B	10/21/2024	3,022.26	0.00	3,022.26

Port of Port Townsend (PTA)

Bank Code: W - WARRANTS PAYABLE							
Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
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			102125D	10/21/2024	51.99	0.00	51.99
			Check 0000071087 Total:		3,636.25	0.00	3,636.25
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			101525REFUND	10/17/2024	511.23	0.00	511.23
0000071089	10/28/2025	SCH030	Schooner Enterprises LLC				Check Entry Number: 001
			102501POPTA	10/27/2025	773.33	0.00	773.33
			102501POPTB	10/27/2025	773.34	0.00	773.34
			102501POPTC	10/27/2025	773.33	0.00	773.33
			Check 0000071089 Total:		2,320.00	0.00	2,320.00
0000071090	10/28/2025	SET015	Seton Construction				Check Entry Number: 001
			PAY EST # 8	10/24/2025	330,086.91	0.00	330,086.91
0000071091	10/28/2025	SOU055	Sound Publishing, Inc				Check Entry Number: 001
			PDN1020490	10/22/2025	201.50	0.00	201.50
			PDN1020495	10/22/2025	728.00	0.00	728.00
			Check 0000071091 Total:		929.50	0.00	929.50
0000071092	10/28/2025	SOU070	Sound Storage GC				Check Entry Number: 001
			101425	10/14/2025	322.00	0.00	322.00
0000071093	10/28/2025	SUN020	Sunrise Coffee				Check Entry Number: 001
			20251196	10/21/2025	58.50	0.00	58.50
0000071094	10/28/2025	THO050	Paul Thomas				Check Entry Number: 001
			101825REFUND	10/20/2025	57.00	0.00	57.00
0000071095	10/28/2025	ULI040	ULINE				Check Entry Number: 001
			198739808A	10/2/2025	300.85	0.00	300.85
			198739808B	10/2/2025	300.85	0.00	300.85
			198739808C	10/2/2025	1,252.60	0.00	1,252.60
			198739808D	10/2/2025	674.49	0.00	674.49
			Check 0000071095 Total:		2,528.79	0.00	2,528.79
0000071096	10/28/2025	VER001	Verizon Wireless, Bellevue				Check Entry Number: 001
			6126102645A	10/15/2025	142.44	0.00	142.44
			6126102645B	10/15/2025	73.45	0.00	73.45
			6126102645C	10/15/2025	93.69	0.00	93.69
			6126102645D	10/15/2025	118.18	0.00	118.18
			6126102645E	10/15/2025	24.48	0.00	24.48
			6126102645F	10/15/2025	60.52	0.00	60.52
			6126102645G	10/15/2025	129.72	0.00	129.72
			6126102645H	10/15/2025	24.48	0.00	24.48
			6126102645I	10/15/2025	44.74	0.00	44.74
			Check 0000071096 Total:		711.70	0.00	711.70
0000071097	10/28/2025	WAS003	Washington Public Ports Assn.				Check Entry Number: 001
			25546	10/13/2025	575.00	0.00	575.00
			25546A	10/13/2025	525.00	0.00	525.00
			Check 0000071097 Total:		1,100.00	0.00	1,100.00
			Report Total:		381,221.85	0.00	381,221.85



WARRANT/ELECTRONIC PAYMENT APPROVAL

We, the undersigned, as Commissioners and Auditing Officer of the Port of Port Townsend, in Jefferson County, Washington, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claims are just, due and unpaid obligations against the Port of Port Townsend, that we are authorized to authenticate and certify to said claim and that payment of these claims, in Warrant No 071098 through No. 0711103 generated on November 3, 2025 in the amount of \$40,722.62 Electronic Payment in the amount of \$240,249.80, for a total amount of \$280,972.42 is ratified.

Signed and Authenticated on this 12th day of November, 2025.

For: Payroll and Benefits

Commissioner Carol Hasse

Commissioner Pam Petranek

Commissioner Pete Hanke

Connie Anderson, Director of
Finance And
Administration

PORT OF PORT TOWNSEND

AGENDA COVER SHEET

MEETING DATE	November 12, 2025		
AGENDA ITEM	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading <input checked="" type="checkbox"/> Regular Business <input type="checkbox"/> Informational		
AGENDA TITLE	V. C. Resolution 863-25 Authorizing the Executive Director to File an Application with the Washington State Community Economic Revitalization Board (CERB), Seeking Rural Ports Program Grant Funding to Support the Boat Haven Main Breakwater Rehabilitation Project at the Port Townsend Boat Haven Click or tap here to enter text.		
STAFF LEAD	Eric Toews, Deputy Director		
REQUESTED	<input type="checkbox"/> Information <input checked="" type="checkbox"/> Motion/Action <input type="checkbox"/> Discussion		
ATTACHMENTS	Informational Memorandum Resolution 863-25		

If adopted as part of the Consent Agenda no further action is needed.

Alternate action: Remove to regular business for discussion and move to approve Resolution 863-25 Authorizing the Executive Director to File an Application with the Washington State Community Economic Revitalization Board (CERB), Seeking Rural Ports Program Grant Funding to Support the Boat Haven Main Breakwater Rehabilitation Project at the Port Townsend Boat Haven.

PORT OF PORT TOWNSEND

INFORMATIONAL MEMO

DATE: 11/12/2025
TO: Port Townsend Port Commission
FROM: Eric Toews, Deputy Director
SUBJECT: Community Economic Revitalization Board (CERB) Rural Ports Grant Program – Application Authorizing Resolution No. 863-25 – Boat Haven Main Breakwater Rehabilitation Project

ISSUE: Should the Executive Director and Deputy Director be authorized to execute and file such agreements as may be needed with the Community Economic Revitalization Board (CERB) of the Washington State Department of Commerce to secure CERB Rural Ports Grant Program funding to support repair and rehabilitation of the Port-owned portion of the Boat Haven Breakwater?

BACKGROUND & DISCUSSION: Staff is preparing a Rural Ports Grant Program funding request to help support the construction phase of the Boat Haven Breakwater Rehabilitation Project. If approved, draft Port Commission Resolution No. 863-25 (attached) would authorize the Executive Director or designee apply for, and if awarded, execute, a Rural Ports Program grant agreement with CERB to support the breakwater rehabilitation effort.

The need to repair and rehabilitate the Boat Haven Breakwater has been identified since at least 2016 when a comprehensive facility assessment was completed by Mott MacDonald. Most of the 2,500-foot-long structure is owned by the federal government and maintained by the US Army Corps of Engineers (USACE) and dates to the late 1960s when the main moorage basin was constructed. The USACE maintained portion of the facility is rubble mound in construction. However, the approximately 590' long portion of the breakwater nearest the entrance to the marina dates to 1934, is Port-owned and maintained, and is of a different design. It contains a wooden pile cofferdam backfilled with dredge spoils and encapsulated by armor rock. This original section of breakwater has twice required emergency repairs over the last decade as the interior wooden components of the structure deteriorate and wind and wave action erode and wash out the fill material within. Comprehensive rehabilitation or replacement of the structure is necessary.

Staff explored the potential to replace the structure with a new rubble mound section and transfer ownership of this Port-owned portion of the structure to the USACE. However, it was concluded that doing so was both a financial and practical impossibility. Nevertheless, the Port was successful in obtaining \$800,000 in funding support via the Port Infrastructure Development Program (PIDP) to help offset the cost of rehabilitation.

Engineering, design and permitting for the rehabilitation effort are already well advanced. The construction phase of this project is expected to require approximately \$2,000,000. To assist in

completing this project, and to preserve available IDD funding for other key projects, the Port is seeking \$1,000,000 (50%) of the total estimated construction cost from CERB, which is the maximum permissible request for Rural Ports Program Grants.

The submission deadline for the CERB Planning Grant is November 17, 2025. The Funding Board meets to review and decide upon the applications at their January 15, 2026, meeting. If the Port is successful with this application, a funding agreement could be in place by as early as the end of February 2026.

FISCAL IMPACT: As noted above, the construction phase of this project is expected to require \$2,000,000 in total funding. Because Rural Ports Program Grants cannot exceed \$1,000,000, the balance of the required funding would be provided via PIDP grant monies (\$800,000) previously secured together with monies from the Port's Boat Haven Capital Reserve Fund (\$200,000). The Port's proposed direct cost share of the project satisfies CERB's minimum match requirement (10%).

RECOMMENDATION: Approve Port Commission Resolution 863-25 as presented.

MOTION: As this item is on the Consent Agenda, no specific motion required.

ATTACHMENT: Draft Port Commission Resolution No. 863-25.

RESOLUTION NO. 863-25

A Resolution of the Commission of the Port of Port Townsend

AUTHORIZING THE EXECUTIVE DIRECTOR TO FILE AN APPLICATION WITH THE WASHINGTON STATE COMMUNITY ECONOMIC REVITALIZATION BOARD (CERB), SEEKING RURAL PORTS PROGRAM GRANT FUNDING TO SUPPORT THE BOAT HAVEN MAIN BREAKWATER REHABILITATION PROJECT AT THE PORT TOWNSEND BOAT HAVEN.

WHEREAS, the Port of Port Townsend is a municipal corporation established in 1924 under Title 53 of the Revised Code of Washington; and

WHEREAS, the Main Breakwater at Boat Haven is critical infrastructure protecting the federally maintained navigation channel, commercial and recreational moorage basins, 75-ton and 300-ton haul-out lift piers and all associated upland industrial and commercial businesses; and

WHEREAS, a 590'-long Port-owned section of the 2,500 foot long Main Breakwater was constructed in the 1930s, is highly deteriorated, and requires near-term rehabilitation to safeguard the entire facility, including the more than 60 businesses and 450 jobs that directly rely upon this infrastructure; and

WHEREAS, the Port of Port Townsend desires to advance rehabilitation of the east 590' portion of the Main Breakwater, thereby maintaining the vitality of the marine trades sector of the local economy and sustaining economic and employment opportunities and tax revenues within Jefferson County; and

WHEREAS, Community Economic Development Board (CERB) administered Rural Ports Program grant funding is available to support this critical infrastructure rehabilitation project; and

WHEREAS, the Port wishes to apply for \$1,000,000 in CERB Rural Ports Program grant funding to help advance the construction phase of the Boat Haven Main Breakwater Rehabilitation Project, the total cost of which is presently estimated to require \$2,000,000; and

WHEREAS, the proposed funding request conforms to the CERB Rural Ports Program Policies; and

WHEREAS, the minimum match requirement is satisfied by the Port's proposed match of \$200,000 (10%) of direct funding of the total construction project cost, together with \$800,000 (40%) in additional matching funds from Port Infrastructure

Development Program (PIDP) monies administered by the United States Maritime Administration (MARAD);

NOW, THEREFORE, BE IT RESOLVED by the Port Commission of the Port of Port Townsend, as follows:

Section 1. Port Executive Director, Eron Berg, or his designee, is authorized to apply to the Community Economic Revitalization Board for funding in the amount of \$1,000,000 for the proposed project, to provide such additional information as may be necessary to secure approval of such application, and to enter into an agreement for Rural Ports Program funding assistance with CERB.

Section 2. Any grant assistance received by the Port will be used for direct costs associated with implementation of the project referenced above.

Section 3. The Port certifies that its matching share of the project funding will be derived from Port of Port Townsend Boat Haven Capital Reserve Fund, and that the Port is responsible for supporting all non-cash commitments to this project should they not materialize.

Section 4. This Resolution shall become part of a formal application to CERB.

Section 5. The Port provided appropriate opportunity for public comment on this application.

ADOPTED this 12th day of November 2025, by the Commission of the Port of Port Townsend and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission duly affixed.

ATTEST:

Carol L. Hasse, President

Pamela A. Petranek, Vice President

Peter W. Hanke, Secretary

APPROVED AS TO FORM:

Port Attorney

PORT OF PORT TOWNSEND

AGENDA COVER SHEET

MEETING DATE	November 12, 2025
AGENDA ITEM	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading <input checked="" type="checkbox"/> Regular Business <input type="checkbox"/> Informational
AGENDA TITLE	V. D. Resolution 864-25 Declaring Certain Items Surplus and Authorizing their Sale and/or Disposal
STAFF LEAD	Connie Anderson, Director of Finance & Administration
REQUESTED	<input type="checkbox"/> Information <input checked="" type="checkbox"/> Motion/Action <input type="checkbox"/> Discussion
ATTACHMENTS	<ul style="list-style-type: none"> Resolution 864-25, including Exhibit A surplus items list

If approved as part of the consent agenda, no further action is needed.

Alternate action: Remove from the Consent Agenda. Move to approve Resolution 864-25 Declaring Certain Items Surplus and Authorizing their Sale and/or Disposal

RESOLUTION NO. 864-25

A Resolution of the Commission of the Port of Port Townsend

**DECLARING CERTAIN ITEMS SURPLUS AND AUTHORIZING THEIR SALE
AND/OR DISPOSAL**

WHEREAS: the Port of Port Townsend has in its possession certain old, outdated, and/or non-operable computer, office, radio, and first aid equipment as described in Exhibit A and attached to this resolution; and

WHEREAS: due to continual usage, age and inadequate capacity, this equipment is of little or no value to the Port, and is not suited for Port purposes; and

WHEREAS: such property having been certified in writing as not needed for Port purposes by the Executive Director, its managing official, a copy of said certification is marked Exhibit A and attached to this resolution;

NOW, THEREFORE BE IT HEREBY RESOLVED by the Port Commission of the Port of Port Townsend that the said property be declared surplus, and that the Executive Director is authorized to sell or dispose of the property in the best manner which he, in his discretion, shall determine, including by negotiation or informal bidding from members of the public, or direct disposal.

ADOPTED this 12th day of November 2025 by the Commission of the Port of Port Townsend and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission duly affixed.

ATTEST:

Peter W. Hanke, Secretary

Carol Hasse, President

Pamela A. Petranek, Vice President

APPROVED AS TO FORM:

Port Attorney

EXHIBIT “A”**CERTIFICATE THAT CERTAIN PORT DISTRICT PROPERTY IS SURPLUS**

The undersigned, Eron Berg, Executive Director, the managing official of the Port District of the Port of Port Townsend, hereby certifies that the following property is surplus and is not needed for Port District purposes.

**EQUIPMENT TO
SURPLUS**

Item	Make	Model	SV/VIN
Computer	Alden	Desktop PC	4873003
Computer	Alden	Desktop PC	7520901
Computer	Alden	Desktop PC	7481001
Laptop Computer	Microsoft	Surface Pro 4	37618364353
Laptop Computer	Microsoft	Surface Pro 4	71091354153
Laptop Computer	Lenovo	ThinkPad 20	MP14DGF71608
Laptop Computer	Lenovo	Yoga 260	MP17DLGF1701
Laptop Computer	Lenovo	IdeaPad Flex	MP168J7B
Laptop Computer	Lenovo	ThinkPad 20	MP17DLWR1701
PC Stick	Asus	Chromebit	KAMACX01145LYD
	Samsung		
Cell Phone	Galaxy	S7 Black	359764084659455
Cell Phone	Apple	iPhone SE 20	35683611483221
Cell Phone	Apple	iPhone SE 20	356844110936482
Battery Protector	APC	UPS 650	4B2029P43412
Battery Protector	APC	UPS 650	4B2028P61661
10-Key Calculator	Sharp	EL-1197P3	4D081991
10-Key Calculator	Sharp	EL-2630P	1DOL9089
10-Key Calculator	Sharp	EL-1801V	9D044403
Power Adapter	Unifi	12V	1914K7483C2180FA24XJTQ6
Power Adapter	Unifi	12V	1740K788A204754F75QHBIS
Digital Frame	NixPlay	15.6 Inch	X15D17525E
Digital Camera	Olympus	SP-510UZ	J92294117
Laptop Docking Station	Lenovo	One Link	LL60AGB1C23
Laptop Docking Station	Lenovo	One Link	LL60AGAYC23
Laptop Docking Station	Lenovo	One Link	LL500JBYC25
Laptop Docking Station	Lenovo	One Link	LL602G2C609

DATED this 12th day of November 2025.

Eron Berg, Executive Director

PORT OF PORT TOWNSEND

AGENDA COVER SHEET

MEETING DATE	November 12, 2025		
AGENDA ITEM	<input checked="" type="checkbox"/> Public Hearing (Continued)		
AGENDA TITLE	VI.A. Draft 2026 Operating & Capital Budget, rates, property tax levy & IDD tax levy		
STAFF LEAD	Director of Finance and Administration, Connie Anderson		
REQUESTED	<input type="checkbox"/> Information <input checked="" type="checkbox"/> Motion/Action <input checked="" type="checkbox"/> Discussion		
ATTACHMENTS	<ol style="list-style-type: none"> 1. Finance Director Memorandum Draft of the 2026 Budget 2. Rates Memorandum 3. Draft 2026 Rates (rate cards) 4. Resolution 860-25 establishing the 2026 Operating and Capital Budgets 5. Draft 2026 Operating & Capital Budget 		

DATE: 11/12/2025
TO: Port Commission
FROM: Connie Anderson, Director of Finance & Administration & Eron Berg, Executive Director
SUBJECT: Public Hearing – Second Reading of the 2026 Consolidated & Departmental Operating and Capital Budgets

ISSUE

Should the Commission approve Resolutions No. 860-25 and formally adopt the 2026 Operating & Capital Budget and the 2026 Rates & Fees?

Public Hearing – 2026 Operating and Capital Budget

The legislative body must hold a public hearing on the proposed budget and the revenue sources to support the operating and capital expenditures for the coming year. Opportunity is given to receive public testimony regarding the budget and property tax resolutions.

2026 Rates and Fees

The Port Rates have been included under separate cover, identifying suggested updates from the 2nd Draft rate card based on feedback received at the 10/8/25 Commission workshop.

2026 Operating and Capital Budget (Res. No. 860-25)

The Port is “one fund”, therefore the Commission is only adopting the consolidated budget as presented.

Consolidated Sources & Uses of Cash 2026 Budget

Note: Minor tweaks, adjustments and corrections have been made following the 4th draft of the 2026 budget. Additionally, more significant changes are listed as follows:

3rd Draft Changes:

- *Combined PH Marina, RV & Properties*
- *Added JCIA fueling center, revenues and expenses related to the proposed fueling operations*
- *Reflects retirement of 2010 LTGO bond in full using \$1.6m from Operational Reserve*

4th Draft Changes:

- *Move wharf usage revenue from PH Marina to Water Access. Historically these charges have been associated with PH Marina because the PH staff provide support to the wharf.*
- *Capital Project Updates*

The first half of the 2026 Consolidated Budget outlines the Port’s *Operational Budget*. Operational revenues were calculated with an approximate 2.7% increase to the Port’s rates & fees as well as an estimated 2% tenant rate increase. Revenue projections include the return to normal operations in

the Boat Yard following the completion of the stormwater treatment project. The West Boat Yard expansion project will have some impact on the large vessel storage area, but the impact should be less than the construction phase of the BH Stormwater project. In addition, new revenue streams have been proposed including a new fueling center at the airport as well as establishing a contract for short-term rental in the newly remodeled PH Duplex facility. It is anticipated that the Liveaboard rules and regulations will be reviewed, updated and reestablished in early 2026. Increased costs are anticipated in energy (9%), fuel (4-5%), utilities (10-13%), construction materials, operating supplies, shipping materials, and travel costs for contractors. In general, operational expenses will be estimated to increase by 3%. Staffing levels remain the same as in 2025. A few adjustments are recommended to the current staffing allocations to provide service and Support where they are needed within the Port organization. Adjustments include the elimination of CSR I and Yard Labor positions and the addition of a Farm Laborer and Maintenance Specialist - Stormwater/Sewer/Water (hired September 2025). Seasonal and temporary staff will be utilized for the records management project as well as to fill roles at the farm, moorage, docks and manning the pump out boat during peak season. A 2.7% cost-of-living adjustment and specific position and grade adjustments have been included. The 2026 budget projects the net operating income to be \$815k, in line with the 2025 Budget.

The second half of the 2026 Consolidated Budget outlines the Ports *Other Increases & Decreases in Fund Resources*. The other increases come from property taxes, interest earned, and the collection of taxes. The largest anticipated increase for 2026 is in grant receipts; dollars that will be received to cover capital expenditures. The other decreases are comprised of debt payments for the Line of Credit, remittance of collected taxes as well as the estimated capital project program expenses of \$14m.

Departmental Operating Budget - Revenues & Expenditures

Departmental Operating Budgets provide an overview of each operational unit of the Port. Revenues specific to each location along with budgeted expenses are listed. Included in each area are the historical relative debt and overhead expenses. The historical debt was allocated based on specific project work that improved the specific Port location. The 2026 budget reflects the long-term debt paid in full as of December 2025. Administrative and maintenance overhead allocations are distributed based on a weighted revenue average. Including debt and overhead expenses provides a transparent picture of the true cost of running the Port. Finally, the Administration and Maintenance budgets are included.

Organizational Chart

The organizational chart outlines the hierarchical structure of Port staff. A few changes from 2025 have been recommended. First, a CSR I and a Yard Laborer position have been eliminated. Second, a farm laborer and a maintenance specialist – stormwater/sewer/water have been added.

Capital Budget

The updated capital program is included in the draft 2026 Budget document. The capital budget includes project descriptions as well as estimated project costs for 2026 to 2030 and the anticipated

funding of those projects. Funding sources for the upcoming year have been identified for most projects, but funding sources for future years remain unsecured. Port staff are pushing forward diligently and consistently with obtaining future funding dollars.

The following changes have been incorporated into the 4th draft of the Capital Budget:

- *Unsecured WA State Dept. of Commerce CERB grant for \$1M added to Main Breakwater Project at Boat Haven. Grant application in progress.*
- *Addition of C&D Dock Rehabilitation Project with \$500k (unsecured funding) programmed for design in 2030.*
- *Airport Pilot Center construction moved up from 2028 to 2026.*
- *Quilcene Marina Dredge, Dock, and Gangway Replacement project delayed by one year, now scheduled to begin design and some construction in 2027 and completed in 2028.*

Equipment/Vehicles

The 2026 budget includes resources (unreserved cash and grant receipts) to update the Port fleet, equipment, and hardware replacement.

1	\$200,000 - \$300,000	Dump truck (used); move old dump truck to the Farm
2	\$200,000	Excavator & Trailer
	<p><i>The dump truck, excavator and trailer will be used for operations as well as capital projects, mitigation efforts and vessel destruction.</i></p> <p><i>The equipment will provide a return on investment (ROI) with billable equipment hours, staff hours and earned mitigation credits.</i></p>	
3	\$40,000	Two used trucks or vans for maintenance to outfit w/supplies to be used while on the jobsite.
4	\$50,000	Remote Controlled Mower, primarily for use at the Farm and AirPort
5	\$65,000	Electronic Records Management System, such as Laserfiche
	<p><i>Possible WA State Archive grant available to use for technology, organization or digital imaging of records.</i></p>	
6	\$10,000	Planned Computer Replacement, Port wide
7	\$50,000	Misc. Port wide projects
8	\$1,000,000	Electric travel hoist – 2025-2026.
	<p><i>Total cost estimated at \$1.6m split between 2 years. This cost is offset by a \$1.3m grant with the remaining funds coming from the Port Wide Capital Reserve.</i></p>	
	\$1,615,000	2026 Capital Equipment Request

5-year Projected Cash Flow

The 5-Year Projected Cash Flow is included in the 2026 Operating & Capital Budget document.

Debt Free in 2026

With the retirement of the 2015 general obligation debt in July 2025, and the Commission's motion to pay the 2010 general obligation debt in full, the Port free of all long-term debt in 2026, and the general property tax and associated tax receipts can be utilized for specific purposes. A Property Tax Reserve account will be set up in 2026 based on direction received from the Commission.

The Port continues to utilize an operational Line of Credit as a bridge between project expenditure payments, grant reimbursements and reconciliations with the IDD Levy Reserve, as applicable. The Line of Credit is available to be used for continued draws related to capital projects in 2026. Debt redemptions are due in March and September until March 1, 2027, when the balance is due in full. The 2026 budget includes semi-annual payments on the current balance of \$1,963,339.

DISCUSSION

As directed by the Port Commission, staff prepared a budget that supports economic vitality while increasing or at least maintaining a baseline net operating income. This effort has been achieved through a balanced operational budget and a robust capital program that represents the Port's investment in Port infrastructure for future generations.

FISCAL IMPACT

When adopted, this will establish the operational and capital budget for 2026.

RECOMMENDATION

Close the Public Hearing and begin deliberating on the 2026 Operating and Capital Budget. Following deliberation, move to adopt Resolutions No. 860-25 to establish the 20226 operating and capital budget.

DATE: 11/12/2025
TO: Port Commission
FROM: Connie Anderson, Director of Finance & Administration & Eron Berg, Executive Director
SUBJECT: 4th Draft of 2026 Proposed Rate Cards

ISSUE

What direction does the Commission have following its review of the proposed 2026 Rate Cards?

BACKGROUND

The Commission adopted the 2026 Budget schedule on July 09, 2025. The budget schedule includes a review of the proposed 2026 rate cards. The proposed rates have been incorporated into the 4th draft revenue forecast of the 2026 budget.

PORT RATES DISCUSSION

In the packet are the comparative rate cards for all Port locations that show the current rates alongside the proposed 2026 rates. As already mentioned, most rates have been increased by the June-to-June CPI increase of 2.7%. There are a few exceptions where rates are recommended to either hold at the 2025 rate or have a fixed increase. On the rate cards we've highlighted **new or additions to current rates in blue** and **rates that are proposed for removal in red**. **Proposed or recommended changes incorporated into the 2nd draft are listed in green**. **Additional changes have been incorporated into the 3rd draft as listed in orange**. **No additional changes have been made in the 4th draft of the rates & fees**. Final formatting of the rate cards will be completed after adopted by the Commission.

The following are the changes by location:

- **All locations include a note *** Subject to 3% Credit Card Transaction Fee**

BOAT HAVEN:

1. Nightly moorage rate changed to include electrical, same rate as Point Hudson
2. Change Kayak storage to flat rates
3. Increase Liveaboard Fee to \$150 per month. The change to a flat rate is competitive with Edmonds (\$189/mo.) and Port Angeles (\$175/mo.)
4. **Remove "Under 18' Wide" under Nightly Moorage.**

YARD:

1. Remove monthly Liveaboard option
2. Add nightly Stay on Boat Fee with authorization required, \$6.00 per night
3. Establish a minimum 58 ft. storage fee for the 300T yard.
4. Establish a separate Hang Overnight fees for 75T and 300T.

POINT HUDSON

1. Increase Liveaboard Fee to \$150 per month. The change to a flat rate is competitive with Edmonds (\$189/mo.) and Port Angeles (\$175/mo.)
2. Establish a Holiday rate for the RV Park. Additional 10% for the holiday plus 2 days prior and 1 day after the holiday. **The proposed single rate is in line with actual rates charged from the range in 2025.**
3. Remove nightly RV parking range and change the rate to one set amount.
4. **Changed “width” to “beam”.**
5. **Add “May 1 – September 30” to Armory and Cupola parking, indicating seasonal paid parking for the specified lot.**

HERB BECK MARINA

1. Remove Kayak Storage, removing racks due to non-use.

JCIA

1. No recommended rate additions or deletions.
2. **Remove Commercial Landing Fee rate due to non-use.**

UNION WHARF, CITY DOCK & EVENT FACILITIES

1. Recommend an increase to \$2,000 / day for cruise ship docking fees. **The additional cost is equal to approx. \$20 per passenger. Fees will provide needed revenue for future improvements of Union Wharf.**
2. **Change “day” to “night” under the cruise ship docking fees.**

MISCELLANEOUS RATES & FEES

1. Rates apply to all Port Launch Ramp locations, located on one rate card including Boat Haven, Herb Beck-Quilcene, Gardiner, Port Hadlock & Mats Mats.
2. Change the following fees to include a flat fee plus actual port labor cost:
 - Relocate Vessel by Hand
 - Relocate Vessel w/Port Skiff
 - Emergency Pumps
 - Bail Skiff Fee
3. Establish **daily, weekly and monthly** Food Truck rates. **Updated rate card to reflect the correct rental periods and clarify intended for food truck purposes.**
4. Change Commercial Truck Fees to flat fees.
5. Add “4 hours & under” temporary tie up fee to Port Hadlock dock
6. Add tipping fees to Illegal Garbage Dump violation fees
7. **Added Credit Card Transaction Fee – 3.00% per transaction**

RECOMMENDATION

Motion to Adopt the 2025 Rates and Fees.

Port of Port Townsend

2025 Rate Schedule

BOAT HAVEN

360.385.6211

Service Rates – Effective January 1, 2025

Approved by Port Commission on November 13, 2024

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2025 Rates
<u>NIGHTLY MOORAGE</u>	
Vessels Under 18' Wide	\$ 1.70 /ft/nt
Nightly Electric - under 55'	\$ 6.00
Nightly Electric - over 55'	\$ 12.00
<u>LONG-TERM MOORAGE</u>	
25' slip	\$ 262.43 /mo*
27' slip	\$ 290.76 /mo*
30' slip	\$ 328.64 /mo*
34' slip	\$ 372.44 /mo*
35' slip	\$ 401.61 /mo*
40' slip	\$ 459.98 /mo*
42' slip	\$ 483.30 /mo*
45' slip	\$ 547.56 /mo*
50' slip	\$ 609.03 /mo*
Linear Rate Under 25'	\$ 10.49 /ft/mo*
Linear rate 51'+	\$ 13.12 /ft/mo*
<i>Note: Receive 5% discount on annual long-term license if total year is prepaid in cash or check between Jan 2 - Jan 17, 2025</i>	
<u>ACTIVE COMMERCIAL FISHING</u>	
Up to 70'	\$ 8.82 /ft/mo*
71'+	\$ 10.04 /ft/mo*
<u>OTHER MOORAGE / STORAGE</u>	
Limited Access	\$ 9.48 /ft/mo*
Undesirable	\$ 7.71 /ft/mo*
Business	same as perm. rate/ft/mo*

Port of Port Townsend

2026 Rate Schedule - 4th Draft

BOAT HAVEN

360.385.6211

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2026 Rates	increase
<u>NIGHTLY MOORAGE (Electric Included)</u>		
Vessels Under 18' Wide	\$ 2.05 /ft/nt	\$ 0.35
Nightly Electric - under 55'	\$ 6.16	
Nightly Electric - over 55'	\$ 12.32	
	\$ -	
<u>LONG-TERM MOORAGE</u>		
25' slip	\$ 269.51 /mo*	\$ 7.09
27' slip	\$ 298.62 /mo*	\$ 7.85
30' slip	\$ 337.51 /mo*	\$ 8.87
34' slip	\$ 382.50 /mo*	\$ 10.06
35' slip	\$ 412.46 /mo*	\$ 10.84
40' slip	\$ 472.40 /mo*	\$ 12.42
42' slip	\$ 496.35 /mo*	\$ 13.05
45' slip	\$ 562.34 /mo*	\$ 14.78
50' slip	\$ 625.47 /mo*	\$ 16.44
Linear Rate Under 25'	\$ 10.78 /ft/mo*	\$ 0.28
Linear rate 51'+	\$ 13.47 /ft/mo*	\$ 0.35
<i>Note: Receive 5% discount on annual long-term license if total year is prepaid in cash or check between Jan 2 - Jan 16, 2026</i>		
<u>ACTIVE COMMERCIAL FISHING</u>		
Up to 70'	\$ 9.06 /ft/mo*	\$ 0.24
71'+	\$ 10.31 /ft/mo*	\$ 0.27
<u>OTHER MOORAGE / STORAGE</u>		
Limited Access	\$ 9.74 /ft/mo*	\$ 0.26
Undesirable	\$ 7.92 /ft/mo*	\$ 0.21
Business	same as perm. rate/ft/mo*	

CPI - SEA-TAC-BEL, June to June

2.7%

Port of Port Townsend

2025 Rate Schedule

BOAT HAVEN

360.385.6211

Service Rates – Effective January 1, 2025

Approved by Port Commission on November 13, 2024

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2025 Rates
Kayak or rowing shell storage	\$ 32.32 /mo*
Top rack kayak storage	\$ 23.94 /mo*
Wherry parking	\$ 50.00 /mo*
Mast-up on trailer storage	\$ 103.80 /mo*

FEES w/ AGREEMENT

Live-aboard Fee	\$ 114.18 /mo*
Live-aboard Background Check Fee	\$ 65.00
Electric Connect Fee	\$ 33.00
Metered Electric/Base Fee	\$ 11.00
Electric Charges @	\$ 0.1112 per KWH
<i>(subject to change with utility increases)</i>	
Non-metered Electrical	\$ 1.87 ft/mo

See Miscellaneous Rates and Fees for other fees that apply.

TEMPORARY TIE-UP (up to 4 hours)

Under 35' length	\$ 15.00
Over 35' length	\$ 25.00

WINTER GUEST MONTHLY, based on availability (Oct. 1 – Apr. 30:)

25' slip	\$ 315.48 /month*
27' slip	\$ 348.72 /month*
30' slip	\$ 394.32 /month*
34' slip	\$ 446.88 /month*
35' slip	\$ 479.05 /month*
40' slip	\$ 551.09 /month*
42' slip	\$ 578.67 /month*

Port of Port Townsend

2026 Rate Schedule - 4th Draft

BOAT HAVEN

360.385.6211

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2026 Rates	increase
Kayak or rowing shell storage	\$ 35.00 /mo*	\$ 2.68
Top rack kayak storage	\$ 25.00 /mo*	\$ 1.06
Wherry parking	\$ 55.00 /mo*	\$ 5.00
Mast-up on trailer storage	\$ 110.00 /mo*	\$ 6.20

FEES w/ AGREEMENT

Live-aboard Fee	\$ 150.00 /mo*	\$ 35.82
Live-aboard Background Check Fee	\$ 70.00	\$ 5.00
Electric Connect Fee	\$ 35.00	\$ 2.00
Metered Electric/Base Fee	\$ 12.00	\$ 1.00
Electric Charges @	\$ 0.1193 per KWH	\$ 0.01
<i>(subject to change with utility increases)</i>		\$ -
Non-metered Electrical	\$ 1.92 ft/mo	\$ 0.05

See Miscellaneous Rates and Fees for other fees that apply.

TEMPORARY TIE-UP (up to 4 hours)

Under 35' length	\$ 15.00	\$ -
Over 35' length	\$ 25.00	

WINTER GUEST MONTHLY, based on availability (Oct. 1 – Apr. 30:)

25' slip	\$ 324.00 /month*	\$ 8.52
27' slip	\$ 358.13 /month*	\$ 9.42
30' slip	\$ 404.96 /month*	\$ 10.65
34' slip	\$ 458.95 /month*	\$ 12.07
35' slip	\$ 491.98 /month*	\$ 12.93
40' slip	\$ 565.97 /month*	\$ 14.88
42' slip	\$ 594.30 /month*	\$ 15.62

CPI - SEA-TAC-BEL, June to June

2.7%

Port of Port Townsend

2025 Rate Schedule

BOAT HAVEN

360.385.6211

Service Rates – Effective January 1, 2025

Approved by Port Commission on November 13, 2024

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2025 Rates
45' slip	\$ 652.96 /month*
50' slip	\$ 757.68 /month*
Linear Rate Under 25'	\$ 12.61 /ft/mo*
Linear Rate 51'+	\$ 16.36 /ft/mo*
SUMMER GUEST MONTHLY (Non-Recreational)	(May 1 – Sept. 30:)
25' slip	\$ 384.31 /month*
27' slip	\$ 423.38 /month*
30' slip	\$ 478.91 /month*
34' slip	\$ 542.89 /month*
35' slip	\$ 584.39 /month*
40' slip	\$ 668.04 /month*
42' slip	\$ 701.84 /month*
45' slip	\$ 796.53 /month*
50' slip	\$ 885.67 /month*
Linear Rate Under 25'	\$ 15.36 /ft/mo*
Linear Rate 51'+	\$ 19.78 /ft/mo*

* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.

** Subject to Current Sales Tax Rate

See Miscellaneous Rates and Fees for other fees that apply.

Port of Port Townsend

2026 Rate Schedule - 4th Draft

BOAT HAVEN

360.385.6211

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2026 Rates	increase
45' slip	\$ 670.59 /month*	\$ 17.63
50' slip	\$ 778.14 /month*	\$ 20.46
Linear Rate Under 25'	\$ 12.95 /ft/mo*	\$ 0.34
Linear Rate 51'+	\$ 16.80 /ft/mo*	\$ 0.44
SUMMER GUEST MONTHLY (Non-Recreational)	(May 1 – Sept. 30:)	
25' slip	\$ 394.69 /month*	\$ 10.38
27' slip	\$ 434.81 /month*	\$ 11.43
30' slip	\$ 491.84 /month*	\$ 12.93
34' slip	\$ 557.55 /month*	\$ 14.66
35' slip	\$ 600.17 /month*	\$ 15.78
40' slip	\$ 686.07 /month*	\$ 18.04
42' slip	\$ 720.79 /month*	\$ 18.95
45' slip	\$ 818.04 /month*	\$ 21.51
50' slip	\$ 909.59 /month*	\$ 23.91
Linear Rate Under 25'	\$ 15.78 /ft/mo*	\$ 0.41
Linear Rate 51'+	\$ 20.32 /ft/mo*	\$ 0.53

* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.

** Subject to Current Sales Tax Rate

*** Subject to 3% Credit Card Transaction Fee

See Miscellaneous Rates and Fees for other fees that apply.

CPI - SEA-TAC-BEL, June to June

2.7%

Port of Port Townsend

2025 Rate Schedule

YARD RATES

360.385.6211

Service Rates – Effective January 1, 2025

Approved by Port Commission on November 13, 2024

	2025 Rates	
<u>70/75 TON LIFTS</u>		
31' or less	\$	11.20 /ft**
32'-41'	\$	12.46 /ft**
42'-51'	\$	13.70 /ft**
52'-61'	\$	14.94 /ft**
62'+	\$	17.44 /ft**
Minimum Hoist	\$	270.00 **
Owner Wash Down	\$	2.76 /ft/30 minutes
Port Wash Down	\$	2.76 /ft/30 minutes** + Labor
<u>70/75 TON REPAIR STORAGE</u>		
Daily	\$	0.89 /ft/day
Monthly	\$	0.72 /ft/day*
Electrical Rate	\$	2.00 /day
<i>(applicable year-round)</i>	\$	42.00 /mo*
Liveaboard Fee	\$	134.94 /mo*
Background Check Fee	\$	65.00
Off-Port Blocking (subject to Tarp Fee)	\$	0.10 /ft/day*, **
Trailer Vessel (w/agreement)	\$	10.38 /ft/mo*, **
<u>300 TON TRAVEL LIFT</u>		
70' or less	\$	22.24 /ft**
71'-89'	\$	23.94 /ft**
90' or over	\$	29.58 /ft**
Minimum Hoist	\$	1,000.00 **
Owner Wash Down	\$	3.95 /ft/hr.
Port Wash Down	\$	3.95 /ft/hr. ** Labor

See Miscellaneous Rates and Fees for other fees that apply.

Port of Port Townsend

2026 Rate Schedule - 4th Draft

YARD RATES

360.385.6211

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

	2026 Rates		increase
<u>70/75 TON LIFTS</u>			
31’ or less	\$	11.50 /ft**	\$ 0.30
32’-41’	\$	12.79 /ft**	\$ 0.34
42’-51’	\$	14.07 /ft**	\$ 0.37
52’-61’	\$	15.34 /ft**	\$ 0.40
62’+	\$	17.91 /ft**	\$ 0.47
Minimum Hoist	\$	280.00 **	\$ 10.00
Owner Wash Down	\$	2.84 /ft/30 minutes	\$ 0.07
Port Wash Down	\$	3.00 /ft/30 minutes** + Labor	\$ 0.24
<u>70/75 TON REPAIR STORAGE</u>			
Daily	\$	0.92 /ft/day	\$ 0.02
Monthly	\$	0.74 /ft/day*	\$ 0.02
Electrical Rate	\$	2.25 /day	\$ 0.25
<i>(applicable year-round)</i>	\$	43.13 /mo*	\$ 1.13
Liveaboard Fee	\$	138.58 /mo*	
Stay on Boat Fee (Authorization Required)	\$	6.00 per night	\$ 6.00
Background Check Fee	\$	70.00	\$ 5.00
Off-Port Blocking (subject to Tarp Fee)	\$	0.10 /ft/day*, **	
Trailer Vessel (w/agreement)	\$	10.66 /ft/mo*, **	\$ 0.28
<u>300 TON TRAVEL LIFT</u>			
70’ or less	\$	22.84 /ft**	\$ 0.60
71’-89’	\$	24.59 /ft**	\$ 0.65
90’ or over	\$	30.38 /ft**	\$ 0.80
Minimum Hoist	\$	1,100.00 **	\$ 100.00
Owner Wash Down	\$	4.06 /ft/hr.	\$ 0.11
Port Wash Down	\$	4.20 /ft/hr. ** + Labor	\$ 0.25

See Miscellaneous Rates and Fees for other fees that apply.

CPI - SEA-TAC-BEL, June to June

2.7%

Port of Port Townsend

2025 Rate Schedule

YARD RATES

360.385.6211

Service Rates – Effective January 1, 2025

Approved by Port Commission on November 13, 2024

	2025 Rates	
<u>300 TON REPAIR YARD</u>		
Daily	\$	1.42 /ft/day
Monthly	\$	1.15 /ft/day*
Electrical Rate:		
Metered Electric	\$	5.00 /day + KWH
KWH (subject to utility increases)		0.1112 per KWH
Off-Port Block (<i>subject to Tarp Fee</i>)	\$	0.12 /ft/day
<u>ALL YARDS</u>		
Environmental Fee	\$	1.00 /ft/haul/mo or min. \$25
Inspections		Roundtrip Rate **
Re-block Fee		75% RT or Min. Hoist **
One-way Haul Out		75% RT or Min. Hoist **
One-way Launch from Yard		50% RT or Min. Hoist **
Hang Overnight		Roundtrip Rate + \$150.00 **
Delay of Lift	\$	82.00 /half hour
Labor Rate	\$	83.04 /person/hour **
Overtime Rate & Call-in Labor Rate	\$	124.56 /person/hour **
Misc. Workyard Storage	\$	1.07 /sq ft/mo*
Mast Storage	\$	0.93 /sq ft/mo*
Bilge Water	\$	1.30 /gallon
<u>TARP FEES (Off Port Property)</u>		
16 x 20	\$	29.06
20 x 30	\$	44.63
20 x 40	\$	56.05
30 x 40	\$	87.19
30 x 50	\$	125.60
40 x 60	\$	170.23

Port of Port Townsend

2026 Rate Schedule - 4th Draft

YARD RATES

360.385.6211

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

	2026 Rates		increase
300 TON REPAIR YARD			
Daily (minimum 58 ft.)	\$	1.46 /ft/day	\$ 0.04
Monthly (minimum 58 ft.)	\$	1.18 /ft/day*	\$ 0.03
Electrical Rate:			
Metered Electric	\$	5.00 /day + KWH	\$ -
KWH (subject to utility increases)		0.1193 per KWH	\$ 0.01
			\$ -
Off-Port Block (subject to Tarp Fee)	\$	0.12 /ft/day	\$ 0.00
	\$	-	
ALL YARDS			
Environmental Fee	\$	1.00 /ft/haul/mo or min. \$25	\$ -
Inspections		Roundtrip Rate **	
Re-block Fee		75% RT or Min. Hoist **	
One-way Haul Out		75% RT or Min. Hoist **	
One-way Launch from Yard		50% RT or Min. Hoist **	
Hang Overnight (75T)		Roundtrip Rate + \$150.00 **	
Hang Overnight (300T)		Roundtrip Rate + \$250.00 **	
Delay of Lift	\$	90.00 /half hour	\$ 8.00
Labor Rate	\$	90.00 /person/hour **	\$ 6.96
Overtime Rate & Call-in Labor Rate	\$	130.00 /person/hour **	\$ 5.44
Misc. Workyard Storage	\$	1.10 /sq ft/mo*	\$ 0.03
Mast Storage	\$	0.96 /sq ft/mo*	\$ 0.03
Bilge Water	\$	1.34 /gallon	\$ 0.04
TARP FEES (Off Port Property)			
16 x 20	\$	29.84	\$ 0.78
20 x 30	\$	45.84	\$ 1.21
20 x 40	\$	57.56	\$ 1.51
30 x 40	\$	89.54	\$ 2.35
30 x 50	\$	128.99	\$ 3.39
40 x 60	\$	174.83	\$ 4.60

CPI - SEA-TAC-BEL, June to June

2.7%

Port of Port Townsend	
2025 Rate Schedule	
YARD RATES	
360.385.6211	
Service Rates – Effective January 1, 2025	
Approved by Port Commission on November 13, 2024	
	2025 Rates
* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.	
** Subject to Current Sales Tax Rate	
See Miscellaneous Rates and Fees for other fees that apply.	

Port of Port Townsend		CPI - SEA-TAC-BEL, June to June
2026 Rate Schedule - 4th Draft		
YARD RATES		
360.385.6211		2.7%
Service Rates – Effective January 1, 2026		
Approved by Port Commission on xx/xx/xxxx		
	2026 Rates	increase
* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.		
** Subject to Current Sales Tax Rate		
*** Subject to 3% Credit Card Transaction Fee		
See Miscellaneous Rates and Fees for other fees that apply.		

Port of Port Townsend

2025 Rate Schedule

POINT HUDSON

360.385.2828

Service Rates – Effective January 1, 2025

Approved by Port Commission on November 13, 2024

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2025 Rates	
<u>YEAR-ROUND NIGHTLY MOORAGE</u> <i>(Electric Included)</i>		
Vessels under 18' in width	\$	2.00 /ft/nt
Overwide Vessels (18'+)	\$	2.65 /ft/nt
<u>TEMPORARY TIE-UP</u> (up to 4 hours)		
Boats 35' and under	\$	15.00
Boats over 35'	\$	25.00
<u>WINTER MONTHLY MOORAGE</u> <i>(October 1 – April 30)</i>		
32' slip	\$	420.62 /mo*
40' slip	\$	551.09 /mo*
50' slip	\$	757.67 /mo*
Linear Rate Under 25'	\$	12.60 /ft/mo*
Linear Rate 51'+	\$	16.36 /ft/mo*
<u>OTHER MOORAGE</u>		
Limited Access	\$	9.48 /ft/mo*
Undesirable	\$	7.71 /ft/mo*
BUSINESS <i>same as Boat Haven permanent rate /ft/mo*</i>		
<u>STORAGE ONLY</u>		
Kayak or rowing shell storage	\$	32.32 /mo*
Top rack kayak storage	\$	23.94 /mo*
Dory on dock	\$	77.81 /mo*
<u>FEES</u>		
Reservation Fee	\$	11.50 /reservation
Live-aboard Fee	\$	114.18 /mo*

Port of Port Townsend

2026 Rate Schedule - 4th Draft

POINT HUDSON

360.385.2828

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2026 Rates		increase
<u>YEAR-ROUND NIGHTLY MOORAGE (Electric Included)</u>			
Vessels under 18' in width beam	\$	2.05 /ft/nt	\$ 0.05
Overwide Vessels (18'+ beam)	\$	2.72 /ft/nt	\$ 0.07
<u>TEMPORARY TIE-UP</u> (up to 4 hours)			
Boats 35' and under	\$	15.00	\$ -
Boats over 35'	\$	25.00	\$ -
<u>WINTER MONTHLY MOORAGE</u> (October 1 – April 30)			
32' slip	\$	431.98 /mo*	\$ 11.36
40' slip	\$	565.97 /mo*	\$ 14.88
50' slip	\$	778.13 /mo*	\$ 20.46
Linear Rate Under 25'	\$	12.94 /ft/mo*	\$ 0.34
Linear Rate 51'+	\$	16.80 /ft/mo*	\$ 0.44
<u>OTHER MOORAGE</u>			
Limited Access	\$	9.74 /ft/mo*	\$ 0.26
Undesirable	\$	7.92 /ft/mo*	\$ 0.21
BUSINESS <i>same as Boat Haven permanent rate /ft/mo*</i>			
<u>STORAGE ONLY</u>			
Kayak or rowing shell storage	\$	33.19 /mo*	\$ 0.87
Top rack kayak storage	\$	24.59 /mo*	\$ 0.65
Dory on dock	\$	79.91 /mo*	\$ 2.10
<u>FEES</u>			
Reservation Fee	\$	11.81 /reservation	\$ 0.31
Live-aboard Fee	\$	150.00 /mo*	\$ 35.82

CPI - SEA-TAC-BEL, June to June

2.7%

Port of Port Townsend

2025 Rate Schedule

POINT HUDSON

360.385.2828

Service Rates – Effective January 1, 2025

Approved by Port Commission on November 13, 2024

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2025 Rates
Live-aboard Background Check Fee	\$ 65.00
Commercial Vessel Passenger Fee - See Miscellaneous Rates	

ELECTRICAL FEES

Electric Connect Fee	\$ 33.00
Electric Base Fee + KWHs Used	\$ 11.00 /mo
Electric Charges @	\$ 0.1112 /KWH
(subject to change w/utility rate increases)	
Non-metered Electrical	\$ 1.87 /ft/mo

PARKING - BACK 40

First 9 hours	No Charge
Daily Overnight Parking	\$ 10.00 /day**
Weekly	\$ 40.00 /week**
Monthly	\$ 100.00 /month*
Boat on Trailer	\$ 100.00 /month*

"Landfall Site" Parking (next to Puget Sound Express):

Half day, up to 5 hours	\$ 7.50 /half day**
Daily year-round	\$ 12.00 /day**

See Miscellaneous Rates and Fees for other fees that apply.

Landfall/ Armory

Half day, up to 5 hours	\$ 7.50 /half day**
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Port of Port Townsend

2026 Rate Schedule - 4th Draft

POINT HUDSON

360.385.2828

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2026 Rates	increase
Live-aboard Background Check Fee	\$ 70.00	\$ 5.00
Commercial Vessel Passenger Fee - See Miscellaneous Rates		

ELECTRICAL FEES

Electric Connect Fee	\$ 35.00	\$ 2.00
Electric Base Fee + KWHs Used	\$ 12.00 /mo	\$ 1.00
Electric Charges @	\$ 0.1193 /KWH	
(subject to change w/utility rate increases)		
Non-metered Electrical	\$ 2.00 /ft/mo	\$ 0.13

PARKING - BACK 40

First 9 hours	No Charge	
Daily Overnight Parking	\$ 10.00 /day**	\$ -
Weekly	\$ 40.00 /week**	\$ -
Monthly	\$ 100.00 /month*	\$ -
Boat on Trailer	\$ 100.00 /month*	\$ -

"Landfall Site" Parking (next to Puget Sound Express):

Half day, up to 5 hours	\$ 7.50 /half day**	\$ -
Daily year-round	\$ 12.00 /day**	\$ -

See Miscellaneous Rates and Fees for other fees that apply.

Landfall/ Armory (May 1 – September 30)

Half day, up to 5 hours	\$ 7.50 /half day**	\$ -
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CPI - SEA-TAC-BEL, June to June

2.7%

Port of Port Townsend

2025 Rate Schedule

POINT HUDSON

360.385.2828

Service Rates – Effective January 1, 2025

Approved by Port Commission on November 13, 2024

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2025 Rates
Daily year-round	\$ 12.00 /day**
Cupola	
Half day, up to 5 hours	\$ 7.50 /half day**
Daily year-round	\$ 12.00 /day**
RV PARK - SUMMER (May 1 – September 30)	
Nightly – Premium Waterfront (range) ¹	\$ 75.00 - \$ 90.00
Nightly - Hookup (range) ¹	\$ 63.00 - \$ 78.00
Nightly - Partial Hookup	\$ 55.00 - \$ 70.00
RV PARK – WINTER (October 1 – April 30)	
Nightly – Premium Waterfront (range) ¹	\$ 52.00 - \$ 65.00
Nightly - Hookup (range) ¹	\$ 46.00 - \$ 55.00
Nightly - Partial Hookup	\$ 40.00 - \$ 50.00
RV PARK – WINTER GUEST MONTHLY (October 1 – April 30)	
Back row loop	\$ 760.00 /month*
Front row loop	\$ 860.00 /month*
RV PARK – YEAR ROUND	
Overflow Space	\$ 40.00 /night ¹

Port of Port Townsend

2026 Rate Schedule - 4th Draft

POINT HUDSON

360.385.2828

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2026 Rates	increase
Daily year-round	\$ 12.00 /day**	\$ -
Cupola (May 1 – September 30)		
Half day, up to 5 hours	\$ 7.50 /half day**	\$ -
Daily year-round	\$ 12.00 /day**	\$ -
RV PARK - SUMMER (May 1 – September 30)		
Nightly – Premium Waterfront (range) ¹	\$80.00	
Nightly - Hookup (range) ¹	\$68.00	
Nightly - Partial Hookup	\$60.00	
Nightly - Holiday	Add'l 10% per night	
(includes holiday, 2 days prior and 1 day after holiday)		
RV PARK – WINTER (October 1 – April 30)		
Nightly – Premium Waterfront (range) ¹	\$62.00	
Nightly - Hookup (range) ¹	\$53.00	
Nightly - Partial Hookup	\$45.00	
Nightly - Holiday	Add'l 10% per night	
(includes holiday, 2 days prior and 1 day after holiday)		
RV PARK – WINTER GUEST MONTHLY (October 1 – April 30)		
Back row loop	\$ 760.00 /month*	\$ -
Front row loop	\$ 860.00 /month*	\$ -
RV PARK – YEAR ROUND		
Overflow Space	\$ 40.00 /night ¹	\$ -

CPI - SEA-TAC-BEL, June to June

2.7%

Port of Port Townsend

2025 Rate Schedule

POINT HUDSON

360.385.2828	
Service Rates – Effective January 1, 2025	
Approved by Port Commission on November 13, 2024	
MOORAGE RATE IS BASED ON OVERALL LENGTH OR SLIP LENGTH, WHICHEVER IS GREATER.	
	2025 Rates
Extra Vehicle in RV Space	\$ 7.41 /night
RV Holding Tank Dump Fee	\$ 15.00
* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.	
** Subject to Current Sales Tax Rate	
See Miscellaneous Rates and Fees for other fees that apply.	

Port of Port Townsend

2026 Rate Schedule - 4th Draft

POINT HUDSON

360.385.2828	
Service Rates – Effective January 1, 2026	
Approved by Port Commission on xx/xx/xxxx	
MOORAGE RATE IS BASED ON OVERALL LENGTH OR SLIP LENGTH, WHICHEVER IS GREATER.	
	2026 Rates
Extra Vehicle in RV Space	\$ 7.61 /night
RV Holding Tank Dump Fee	\$ 15.00
* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.	
** Subject to Current Sales Tax Rate	
*** Subject to 3% Credit Card Transaction Fee	
See Miscellaneous Rates and Fees for other fees that apply.	

CPI - SEA-TAC-BEL, June to June
2.7%

increase
\$ 0.20
\$ -

Port of Port Townsend

2025 Rate Schedule

HERB BECK MARINA - QUILCENE

360.765.3131 or 360.385.6211

Service Rates – Effective February 1, 2025

Approved by Port Commission on January 22, 2024

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2025 Rates
NIGHTLY MOORAGE	\$ 1.04 ft/nt
TEMPORARY TIE-UP	\$ 7.00
	\$ 13.00 over 35'
LONG-TERM MOORAGE	6 month Minimum
Up to 26 ft.	\$ 8.20 ft/mo*
27-29 ft.	\$ 8.83 ft/mo*
30-34 ft.	\$ 9.45 ft/mo*
35-40 ft.	\$ 10.11 ft/mo*
Limited Access – Up to 18'	\$ 5.69 ft/mo*
GUEST MONTHLY	1 mo. min. - 6 month max
Up to 26 ft.	\$ 10.15 ft/mo*
27-29 ft.	\$ 10.94 ft/mo*
30-34 ft.	\$ 11.71 ft/mo*
35-39 ft.	\$ 12.52 ft/mo*
40-50 ft.	\$ 14.08 ft/mo*
ELECTRICAL FEES	
Nightly Electric	\$ 6.00
Connect Fee	\$ 34.25
Base Electric Fee	\$ 11.00 /mo
Metered Electric @	\$ 0.1112 per KWH
(subject to change with utility rate increase)	
WATER FEES	
Residential	
Base	\$ 42.61

Port of Port Townsend

2026 Rate Schedule - 4th Draft

HERB BECK MARINA - QUILCENE

360.765.3131 or 360.385.6211

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2026 Rates	increase
NIGHTLY MOORAGE	\$ 1.07 ft/nt	\$ 0.03
TEMPORARY TIE-UP	\$ 7.00	\$ -
	\$ 13.00 over 35'	\$ -
LONG-TERM MOORAGE	6 month Minimum	
Up to 26 ft.	\$ 8.42 ft/mo*	\$ 0.22
27-29 ft.	\$ 9.07 ft/mo*	\$ 0.24
30-34 ft.	\$ 9.71 ft/mo*	\$ 0.26
35-40 ft.	\$ 10.38 ft/mo*	\$ 0.27
Limited Access – Up to 18'	\$ 5.84 ft/mo*	\$ 0.15
GUEST MONTHLY	1 mo. min. - 6 month max	
Up to 26 ft.	\$ 10.43 ft/mo*	\$ 0.27
27-29 ft.	\$ 11.24 ft/mo*	\$ 0.30
30-34 ft.	\$ 12.02 ft/mo*	\$ 0.32
35-39 ft.	\$ 12.86 ft/mo*	\$ 0.34
40-50 ft.	\$ 14.46 ft/mo*	\$ 0.38
ELECTRICAL FEES		
Nightly Electric	\$ 6.00	\$ -
Connect Fee	\$ 35.00	\$ 0.75
Base Electric Fee	\$ 11.00 /mo	\$ -
Metered Electric @	\$ 0.1193 per KWH	\$ 0.01
(subject to change with utility rate increase)		
WATER FEES		
Residential		
Base	\$ 42.61	\$ -

CPI - SEA-TAC-
BEL, June to
June

2.7%

2025 Rate Schedule**HERB BECK MARINA - QUILCENE**

360.765.3131 or 360.385.6211

Service Rates – Effective February 1, 2025

Approved by Port Commission on January 22, 2024

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2025 Rates	
Usage - Tier I (0-5,000 gal.)	\$	0.38 /100 gallons
Usage - Tier II (5,001-10,000	\$	0.52 /100 gallons
Commercial		
Base	\$	42.61
Usage	\$	0.52 /100 gallons
(subject to change with utility rate increase)		
STORAGE		
Empty Boat Trailer		
Daily	\$	8.50 /day
Weekly	\$	42.00 /week
Monthly	\$	105.00 /month
Kayak/ Rowing Shell *	\$	32.32
Top Rack Kayak/ Rowing Shell *	\$	23.94

* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.

** Subject to Current Sales Tax Rate

See Miscellaneous Rates and Fees for other fees that apply.

2026 Rate Schedule - 4th Draft**HERB BECK MARINA - QUILCENE**

360.765.3131 or 360.385.6211

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

MOORAGE RATE IS BASED ON OVERALL LENGTH
OR SLIP LENGTH, WHICHEVER IS GREATER.

	2026 Rates		increase
Usage - Tier I (0-5,000 gal.)	\$	0.38 /100 gallons	\$ -
Usage - Tier II (5,001-10,000 gal.)	\$	0.52 /100 gallons	\$ -
Commercial			
Base	\$	42.61	\$ -
Usage	\$	0.52 /100 gallons	\$ -
(subject to change with utility rate increase)			
STORAGE			
Empty Boat Trailer			
Daily	\$	8.50 /day	\$ -
Weekly	\$	42.00 /week	\$ -
Monthly	\$	105.00 /month	\$ -
Kayak/ Rowing Shell *	\$	33.19	
Top Rack Kayak/ Rowing Shell *	\$	24.59	

* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.

** Subject to Current Sales Tax Rate

*** Subject to 3% Credit Card Transaction Fee

See Miscellaneous Rates and Fees for other fees that apply.

Port of Port Townsend
2025 Rate Schedule
JEFFERSON COUNTY
INTERNATIONAL AIRPORT

360.385.6211

Service Rates – Effective January 1, 2025

	2025 Rates
Prevailing Ground Lease Rate	\$ 0.0727 /sq ft/mo*
<u>TIE-DOWNS</u>	
Overnight	\$ 10.00
Monthly Grass	\$ 52.00 / mo*
Annual Grass (<i>must pay in advance</i>)	\$ 510.00 / year*
Monthly Paved	\$ 70.00 / mo*
Monthly Hangar	\$ 285.45 / mo*
Commercial Landing Fee	\$ 0.37
/1000 # of max loaded gross weight	
<u>VEHICLE PARKING</u>	
Weekly (7 or more days)	\$ 36.00 / week **
<i>(rate includes Current Sales Tax Rate)</i>	
Monthly	\$ 83.00 / mo*
<i>(rate includes Leasehold Tax)</i>	
Annual	\$ 435.00 / year*

* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.

** Subject to Current Sales Tax Rate

See Miscellaneous Rates and Fees for other fees that apply.

Port of Port Townsend
2026 Rate Schedule - 4th Draft
JEFFERSON COUNTY
INTERNATIONAL AIRPORT

360.385.6211

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

	2026 Rates	increase
Prevailing Ground Lease Rate	\$ 0.0747 /sq ft/mo*	0.00196
<u>TIE-DOWNS</u>		
Overnight	\$ 10.00	\$ -
Monthly Grass	\$ 55.00 / mo*	\$ 3.00
Annual Grass (<i>must pay in advance</i>)	\$ 510.00 / year*	\$ -
Monthly Paved	\$ 75.00 / mo*	\$ 5.00
Monthly Hangar	\$ 285.45 / mo*	\$ -
Commercial Landing Fee	0.38	\$ 0.01
/1000 # of max loaded gross weight		
<u>VEHICLE PARKING</u>		
Weekly (7 or more days)	\$ 36.00 / week **	\$ -
<i>(rate includes Current Sales Tax Rate)</i>		
Monthly	\$ 85.00 / mo*	\$ 2.00
<i>(rate includes Leasehold Tax)</i>		
Annual	\$ 445.00 / year*	\$ 10.00

* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.

** Subject to Current Sales Tax Rate

*** Subject to 3% Credit Card Transaction Fee

See Miscellaneous Rates and Fees for other fees that apply.

CPI - SEA-TAC
 BEL, June to
 June
2.7%

Port of Port Townsend

2025 Rate Schedule

UNION WHARF, CITY DOCK &
EVENT FACILITIES

360-385-2828

Service Rates – Effective January 1, 2025

Approved by Port Commission on November 13, 2024

	2025 Rates
<u>NIGHTLY MOORAGE (3 night maximum stay)</u>	
Vessels under 35'	\$ 35.00 /night
Vessels 35'-79'	\$ 50.00 /night
Vessels over 80'	\$ 2.28 /ft/nt
(Union Wharf only, advance notice required)	
<u>TEMPORARY TIE-UP (up to 4 hours)</u>	
Under 35' length	\$ 10.00
Over 35' length	\$ 20.00
<u>COMMERCIAL VESSEL PASSENGER FEES</u> - See Miscellaneous Rates	
<u>EVENT FACILITIES RENTAL – UNION WHARF & CITY DOCK</u>	
Daily Rental Fee (8am - 11pm)	\$ 375.00 /day
<u>EVENT FACILITIES -POINT HUDSON MARINA ROOM</u>	
Daily Rental Fee (8am - 11pm)	\$ 160.00 /day
<u>EVENT FACILITIES - Point Hudson Pavilion</u>	
5 Hour Rental	\$ 500.00
Full Day 8am-11pm	\$ 1,000.00
Damage & Cleaning Deposit (refundable)	\$ 500.00
(All Pavilion rental rates for RV groups & Yacht clubs 50%)	
<u>CRUISE SHIP</u>	
Docking Fee	\$ 1,100.00 /day

Port of Port Townsend

2026 Rate Schedule - 4th Draft

UNION WHARF, CITY DOCK &
EVENT FACILITIES

360-385-2828

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

	2026 Rates	increase
<u>NIGHTLY MOORAGE (3 night maximum stay)</u>		
Vessels under 35'	\$ 35.00 /night	\$ -
Vessels 35'-79'	\$ 50.00 /night	\$ -
Vessels over 80'	\$ 2.34 /ft/nt	\$ 0.06
(Union Wharf only, advance notice required)		
<u>TEMPORARY TIE-UP (up to 4 hours)</u>		
Under 35' length	\$ 10.00	\$ -
Over 35' length	\$ 20.00	\$ -
<u>COMMERCIAL VESSEL PASSENGER FEES</u> - See Miscellaneous Rates		
<u>EVENT FACILITIES RENTAL – UNION WHARF & CITY DOCK</u>		
Daily Rental Fee (8am - 11pm)	\$ 375.00 /day	\$ -
<u>EVENT FACILITIES -POINT HUDSON MARINA ROOM</u>		
Daily Rental Fee (8am - 11pm)	\$ 160.00 /day	\$ -
<u>EVENT FACILITIES - Point Hudson Pavilion</u>		
5 Hour Rental	\$ 500.00	\$ -
Full Day 8am-11pm	\$ 1,000.00	\$ -
Damage & Cleaning Deposit (refundable)	\$ 500.00	\$ -
(All Pavilion rental rates for RV groups & Yacht clubs 50%)		
<u>CRUISE SHIP</u>		
Docking Fee	\$ 2,000.00 /day-night	\$ 900.00

CPI - SEA-TAC-
BEL, June to June

2.7%

* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.

** Subject to Current Sales Tax Rate

See Miscellaneous Rates and Fees for other fees that apply.

* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.

** Subject to Current Sales Tax Rate

*** Subject to 3% Credit Card Transaction Fee

See Miscellaneous Rates and Fees for other fees that apply.

Port of Port Townsend

2025 Rate Schedule

MISCELLANEOUS RATES & FEES

360-385-2828 or 360-385-6211

Service Rates – Effective January 1, 2025

Approved by Port Commission on November 13, 2024

	2025 Rates
<u>PORT LABOR RATES & FEES</u>	
Port Labor Rate	\$ 85.00 /hr/person**
Overtime Labor Rate	\$ 125.00 /hr/person**
Relocate Vessel by Hand	\$ 93.38
Relocate Vessel w/ Port Skiff	\$ 187.93
Emergency Pumps	\$ 156.81
Bail Skiff Fee	\$ 63.44

WAIT LIST FEES

25' Slip	\$ 250.00
30' - 34' Slip	\$ 360.00
35' Slip	\$ 390.00
40' - 42' Slip	\$ 470.00
45' Slip	\$ 530.00
50' Slip	\$ 590.00
Renewal Fee	\$ 50.00

MISCELLANEOUS RATES & FEES

Miscellaneous Storage (with agreement)	\$ 0.29 /sq ft*
Mini Storage Units	\$ 1.27 /sq ft/mo*
1st Fob access issued	First Fob included
2nd Fob issued (max. of 2)	\$ 27.50 each
Replacement Fob, Additional bldg. keys	\$ 27.50 each
Commercial Vessel Pass. Fee (payable monthly in season)	\$ 1.32 /person
Food Truck Rate (may be subject to tax)	\$ 43.10 /day

COMMERCIAL TRUCK FEE

Daily	\$ 228.36 **
Monthly	\$ 685.08 **

Port of Port Townsend

2026 Rate Schedule - 4th Draft

MISCELLANEOUS RATES & FEES

360-385-2828 or 360-385-6211

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

	2026 Rates	increase
<u>PORT LABOR RATES & FEES</u>		
Port Labor Rate	\$ 90.00 /hr/person**	\$ 5.00
Overtime Labor Rate	\$ 130.00 /hr/person**	\$ 5.00
Relocate Vessel by Hand	\$ 100.00 + Port Labor cost	\$ 6.62
Relocate Vessel w/ Port Skiff	\$ 200.00 + Port Labor cost	\$ 12.07
Emergency Pumps	\$ 165.00 + Port Labor cost	\$ 8.19
Bail Skiff Fee	\$ 65.00 + Port Labor cost	\$ 1.56

WAIT LIST FEES

25' Slip	\$ 250.00	\$ -
30' - 34' Slip	\$ 360.00	\$ -
35' Slip	\$ 390.00	\$ -
40' - 42' Slip	\$ 470.00	\$ -
45' Slip	\$ 530.00	\$ -
50' Slip	\$ 590.00	\$ -
Renewal Fee	\$ 50.00	\$ -

MISCELLANEOUS RATES & FEES

Miscellaneous Storage (with agreement)	\$ 0.30 /sq ft*	\$ 0.01
Mini Storage Units	\$ 1.30 /sq ft/mo*	\$ 0.03
1st Fob access issued	First Fob included	
2nd Fob issued (max. of 2)	\$ 27.50 each	\$ -
Replacement Fob, Additional bldg. keys	\$ 27.50 each	\$ -
Commercial Vessel Pass. Fee (payable monthly in season)	\$ 1.36 /person	\$ 0.04
Food Truck Rate (may be subject to tax)		
Daily	\$ 40.00	\$ (3.10)
Weekly	\$ 160.00	
Monthly	\$550.00	
Credit Card Transaction Fee	3.00% per transaction	

COMMERCIAL TRUCK FEE

Daily	\$ 235.00 **	\$ 6.64
Monthly	\$ 700.00 **	\$ 14.92

CPI - SEA-TAC-BEL, June to June

2.7%

Port of Port Townsend

2025 Rate Schedule

MISCELLANEOUS RATES & FEES

360-385-2828 or 360-385-6211

Service Rates – Effective January 1, 2025

Approved by Port Commission on November 13, 2024

	2025 Rates		
Annual (Rolling Calendar)	\$	1,723.08	**
<u>WORK FLOAT MOORAGE/LIFT PIER ACCESS</u> (Reserve with Yard Office)			
Daily Rate, includes Top Side Access	\$	2.57	/ft/day, \$50 min
Lift Pier Access/Top Side Usage	\$	59.86	2 hours
<u>TEMPORARY TIE-UP (up to 4 hours)</u>			
Under '35		\$10.00	
35' and over		\$20.00	
<u>LAUNCH RAMP</u>			
Daily Pass	\$	15.00	
(includes 1 day of boat trailer parking)			
Annual Pass (Rolling Calendar)	\$	105.00	/year
<u>PORT HADLOCK DOCK-DINGHY/SKIFF TIE-UP</u>			
		Monthly	Annual
Dock	\$	30.00	\$ 175.00
Beach	\$	25.00	\$ 110.00
<u>VIOLATION FEES</u>			
		1st Offense	2nd Offense 3rd Offense
Best Management Practices	\$	220.00	\$ 550.00 \$ 1,100.00
Chain-up Fee	\$	165.00	\$ 275.00 \$ 440.00
Impound Fee	\$	220.00	\$ 330.00 \$ 550.00
Illegal Garbage Dump	\$	375.00	/occurrence
Late Payment	\$	5.00	min. or 1.5%, whichever higher
NSF Check	\$	50.00	/occurrence
<u>LEASE & LICENSE FEES</u>			
Lease Assignment Review & Approval	\$	313.48	
Use License preparation fee	\$	110.00	
Use License		Varies by location, space & duration	

Port of Port Townsend

2026 Rate Schedule - 4th Draft

MISCELLANEOUS RATES & FEES

360-385-2828 or 360-385-6211

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

	2026 Rates			
Annual (Rolling Calendar)	\$	1,780.00	**	\$ 56.92
<u>WORK FLOAT MOORAGE/LIFT PIER ACCESS</u> (Reserve with Yard Office)				
Daily Rate, includes Top Side Access	\$	2.64	/ft/day, \$50 min	\$ 0.07
Lift Pier Access/Top Side Usage	\$	61.48	2 hours	\$ 1.62
<u>TEMPORARY TIE-UP - up to 4 hours (incl. Gardiner, Hadlock, MatsMats & Quilcene)</u>				
Under '35		\$10.00		\$ -
35' and over		\$20.00		\$ -
<u>LAUNCH RAMP (incl. Gardiner, Hadlock, MatsMats & Quilcene)</u>				
Daily Pass	\$	15.00		\$ -
(includes 1 day of boat trailer parking)				
Annual Pass (Rolling Calendar)	\$	105.00	/year	\$ -
<u>PORT HADLOCK DOCK-DINGHY/SKIFF TIE-UP</u>				
		Monthly	Annual	
Dock	\$	30.00	\$ 175.00	\$ -
Beach	\$	25.00	\$ 110.00	\$ -
Temporary Tie Up Under 35'	\$	10.00	(up to 4 hours)	
<u>VIOLATION FEES</u>				
		1st Offense	2nd Offense 3rd Offense	
Best Management Practices	\$	220.00	\$ 550.00 \$ 1,100.00	\$ -
Chain-up Fee	\$	165.00	\$ 275.00 \$ 440.00	\$ -
Impound Fee	\$	220.00	\$ 330.00 \$ 550.00	\$ -
Illegal Garbage Dump	\$	375.00	/occurrence + tipping fees	\$ -
Late Payment	\$	5.00	min. or 1.5%, whichever is higher	\$ -
NSF Check	\$	50.00	/occurrence	\$ -
<u>LEASE & LICENSE FEES</u>				
Lease Assignment Review & Approval	\$	321.94		\$ 8.46
Use License preparation fee	\$	112.97		\$ 2.97
Use License		Varies by location, space & duration		

CPI - SEA-TAC-BEL, June to June

2.7%

Port of Port Townsend

2025 Rate Schedule

MISCELLANEOUS RATES & FEES

360-385-2828 or 360-385-6211

Service Rates – Effective January 1, 2025

Approved by Port Commission on November 13, 2024

	2025 Rates
Pay or Vacate Legal Notices	\$ 260.00
Notary Service	\$ 13.00
Legal Documentation Preparation Fee	\$ 150.00 /hour
PUBLIC RECORDS FEES	
Standard black and white Copies	\$ 0.15 /page
Documents scanned into electronic format	\$ 0.10 /page
Files or attachments in electronic delivery	\$ 0.05 /every 4 files
Electronic records transmission	\$ 0.10 /per gigabyte
Digital storage/ media devices	Actual cost of device
Postage	Actual cost of supplies
Customized service charges	Actual cost of service

-A 10% deposit may be required prior to the duplication of records or customized services

-Copy charges above may be combined to the extent more than one type of charge applies to copies responsive to a particular request.

* 12.84% WA State Leasehold Excise Tax (LHT) assessed in addition to Port charges for stays of 30 days or more. If stay exceeds 30 days, the LHT will be added to the first 29 days.

** Subject to Current Sales Tax Rate

See Miscellaneous Rates and Fees for other fees that apply.

Port of Port Townsend

2026 Rate Schedule - 4th Draft

MISCELLANEOUS RATES & FEES

360-385-2828 or 360-385-6211

Service Rates – Effective January 1, 2026

Approved by Port Commission on xx/xx/xxxx

	2026 Rates	
Pay or Vacate Legal Notices	\$ 260.00	\$ -
Notary Service	\$ 13.00	\$ -
Legal Documentation Preparation Fee	\$ 150.00 /hour	\$ -
PUBLIC RECORDS FEES		
Standard black and white Copies	\$ 0.15 /page	\$ -
Documents scanned into electronic format	\$ 0.10 /page	\$ -
Files or attachments in electronic delivery	\$ 0.05 /every 4 files	\$ -
Electronic records transmission	\$ 0.10 /per gigabyte	\$ -
Digital storage/ media devices	Actual cost of device	
Postage	Actual cost of supplies	
Customized service charges	Actual cost of service	

-A 10% deposit may be required prior to the duplication of records or customized services

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** Subject to Current Sales Tax Rate

*** Subject to 3% Credit Card Transaction Fee

See Miscellaneous Rates and Fees for other fees that apply.

CPI - SEA-TAC-BEL, June to June

2.7%

RESOLUTION NO. 860-25

A RESOLUTION OF THE COMMISSION OF THE PORT OF PORT TOWNSEND ESTABLISHING THE YEAR 2026 OPERATING AND CAPITAL BUDGETS AND AUTHORIZING CERTAIN DISBURSEMENTS TO MEET EXPENSES OF THE PORT OF PORT TOWNSEND FOR THE YEAR 2026

WHEREAS, under the provisions of RCW 53.35.030 the Port Commission of the Port of Port Townsend is authorized to adopt final operating and capital budgets for the year 2026; and

WHEREAS, notice of a public hearing for this action was published on October 4, 2025, and again on October 11, 2025, and a public hearing was held on October 22, 2025, and November 12, 2025; and

WHEREAS, following the public hearing conducted on November 12, 2025, the Port Commission voted unanimously to approve the 2026 Operating and Capital Budgets by way of a motion and vote, and now wishes to formalize and affirm that decision by way of this Resolution; and

WHEREAS, the required filing, notice and public hearing on the preliminary operating budget, as provided in RCW 53.35.020 and RCW 53.35.045 have been met; and

WHEREAS, the 2026 Operating and Capital Budgets describe and provide budget authorization for day-to-day operations and specific capital projects throughout the Port;

NOW, THEREFORE BE IT HEREBY RESOLVED by the Port Commission of the Port of Port Townsend, that estimated receipts and disbursements for the Port of Port Townsend operations and capital activities, for the year 2026 shall be as per the attached marked “Exhibit A,” Port of Port Townsend 2026 Operating and Capital Budgets.

ADOPTED this 12th day of November 2025, by the Commission of the Port of Port Townsend and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission duly affixed.

ATTEST:

Peter W. Hanke, Secretary

Carol L. Hasse, President

Pamela A. Petranek, Vice President

APPROVED AS TO FORM:

Port Attorney

Port of Port Townsend
SOURCES AND USES OF CASH
 2026 Budget with Comparison to Prior Years
 Proposed Budget as of 11-12-2025, Resolution No. 860-25

	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2026 Bdgt- 2025 Bdgt Variance	% incr.
OPERATING REVENUES							
Boat Haven Moorage	2,015,492	2,134,590	2,164,523	2,255,339	2,396,483	141,144	6%
Yard Operations	2,684,332	2,772,630	2,726,844	2,887,504	3,038,670	151,166	5%
Boat Haven Properties	911,589	1,011,207	1,112,763	1,371,980	1,427,385	55,405	4%
Point Hudson Marina, RV & Prop.	1,512,136	1,543,207	1,818,137	1,907,056	2,099,317	192,261	10%
Quilcene Herb Beck Marina	175,104	186,274	177,848	181,925	202,492	20,567	11%
Water Access	68,472	66,713	72,442	91,732	111,399	19,667	21%
Jefferson County Intl Airport	185,371	198,345	218,725	230,537	474,949	244,412	106%
Short Farm Property	-	-	6,284	47,500	48,300	800	2%
Total Operating Revenues	\$ 7,552,497	\$ 7,912,967	\$ 8,297,566	\$ 8,973,573	\$ 9,798,995	\$ 825,421	9%
OPERATING EXPENDITURES							
Salaries & Wages	2,656,298	2,836,385	3,292,180	3,613,243	3,753,786	140,543	4%
Payroll Taxes	274,816	320,289	377,296	473,775	477,717	3,942	1%
Employee Benefits	836,047	903,223	980,175	1,048,227	1,079,383	31,156	3%
Uniform Expense	19,386	15,555	14,909	13,170	13,234	64	0%
Contract Services	269,195	426,487	286,564	373,633	464,278	90,645	24%
Enviro Contract Services	10,554	18,190	47,546	29,930	47,200	17,270	58%
Legal and Fire fees	59,405	48,309	48,647	47,050	51,060	4,010	9%
Audit	6,798	32,528	39,724	42,000	46,200	4,200	10%
Insurance	453,023	492,726	546,491	564,850	607,517	42,667	8%
Facilities & Operations	1,035,778	916,445	931,622	984,478	1,289,696	305,218	31%
Utilities	648,719	664,656	645,607	688,039	832,948	144,909	21%
Marketing & Advertising	62,705	128,522	113,009	98,138	129,397	31,259	32%
Economic Development	30,000	40,045	41,200	69,546	71,633	2,087	3%
Travel & Training	38,985	20,307	31,350	40,973	53,061	12,088	30%
Community Relations	1,276	15,649	49,137	55,014	66,413	11,399	21%
Total Operating Expenditures	\$ 6,402,983	\$ 6,879,316	\$ 7,445,458	\$ 8,142,065	\$ 8,983,523	\$ 841,458	10%
NET OPERATING INCOME	\$ 1,149,514	\$ 1,033,651	\$ 852,109	\$ 831,508	\$ 815,472	\$ (16,037)	-2%
OTHER INCREASES IN FUND RESOURCES							
Deposits & Retainage Collected	38,338	39,058	106,653	80,254	80,303	49	0%
Taxes Collected	715,892	740,926	788,814	791,600	849,000	57,400	7%
Capital Contributions/Grants	251,643	8,500,495	6,272,654	9,534,929	7,003,460	(2,531,469)	-27%
Interest	153,383	530,953	604,573	432,952	240,000	(192,952)	-45%
Debt Proceeds-20/21 LOC	-	1,171,644	1,737,000	-	-	-	
Property & other taxes	3,912,590	4,132,293	3,982,073	3,884,561	3,883,361	(1,200)	0%
Misc. Incr. in Fund Resources	122,956	285,885	63,290	57,053	75,000	17,947	31%
Total Incr. in Other Fund Resources	\$ 5,194,802	\$ 15,401,253	\$ 13,555,057	\$ 14,781,349	\$ 12,131,124	\$ (2,650,225)	-18%
OTHER DECREASES IN FUND RESOURCES							
Deposits & Retainage Paid	101,465	39,376	78,208	26,198	77,500	51,302	196%
Taxes Remitted	714,381	742,076	774,119	765,130	827,630	62,500	8%
Bond Principal & Interest	1,025,338	1,063,625	2,197,814	2,259,361	1,332,200	(927,161)	-41%
Bond Mgmt, Issuance, Investment	50,601	180,542	2,426	14,950	14,950	-	0%
Capital Equipment & Vehicles	808,227	1,789,321	2,865,869	1,200,000	1,615,000	415,000	35%
Capital Project Expenses	1,847,887	2,373,792	5,430,672	14,851,555	12,420,664	(2,430,891)	-16%
Election Expense	17,561	-	47,331	15,500	50,000	34,500	223%
Total Other Decr. in Fund Resources	\$ 4,565,460	\$ 6,188,731	\$ 11,856,420	\$ 19,792,694	\$ 16,997,944	\$ (2,794,750)	-14%
Net Other Incr./Decr. in Fund Resources	\$ 629,342	\$ 9,212,521	\$ 1,698,636	\$ (5,011,345)	\$ (4,866,820)	\$ 144,525	-3%
Increase/(Decrease) in Cash	\$ 1,778,856	\$ 10,246,172	\$ 2,550,745	\$ (4,179,837)	\$ (4,051,348)	\$ 128,488	-3%



2026 OPERATING & CAPITAL BUDGET

Approved by Port Commission on November 12, 2025

Resolution 860-25, Exhibit A



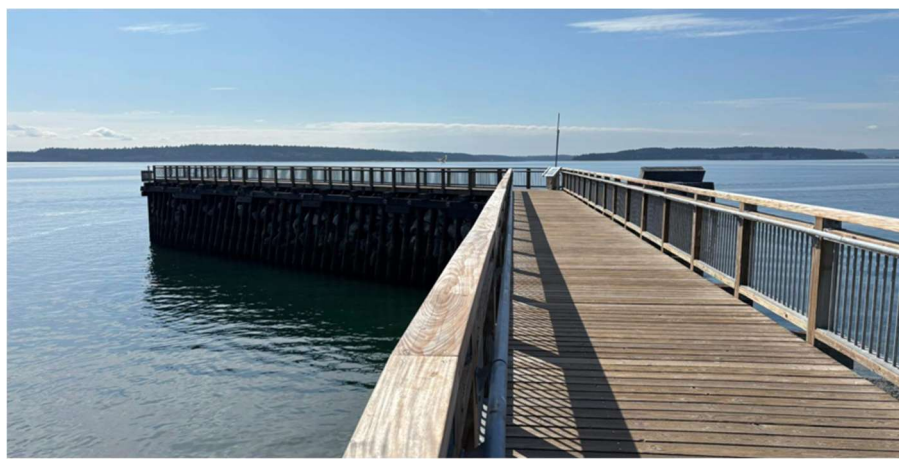


Contents

Introduction	4
2026 Budget Priorities	4
PORT INTRODUCTION	5
About Us	5
Purpose	5
Mission	5
Core Values	5
Port Commissioners	6
Port of Port Townsend Organizational Chart	7
2026 OPERATING AND CAPITAL BUDGET OVERVIEW	8
Overview	8
Organizational Initiatives	8
Revenue from Operations	8
Expenses from Operations	8
Other Increases & Decreases in Fund Resources	9
Increase /(Decrease) in Cash	9
Estimated Ending Cash Balance and Reserves	9
Consolidated Sources & Uses of Cash	10
2026 Proposed Budget with Comparison to Prior Years, Resolution No. 860-25	10
5-Year Projected Cash Flow (2026 – 2030) ~ With 2025 Forecast baseline	11
5 Year Projected Cash Flow Notes	12
Port Operational and Capital Reserves	13
2026 DEPARTMENTAL OPERATING BUDGETS	14
Boat Haven Marina	14
Boat Haven Yard	16
Boat Haven Properties	18
Water Access	24
Jefferson County International Airport (JCIA)	26
Short's Farm Property	28
Maintenance – General	30



2026 CAPITAL BUDGET	33
Overview	33
2026 CAPITAL PROJECT SCOPE	34
Boat Haven	34
Point Hudson	36
Jefferson County International Airport	36
Quilcene	37
Short's Family Farm	37
Other Capital	37
Unplanned / Emergency Repairs	38
CAPITAL PROJECT COSTS & FUNDING	40
2026 – 2030 Capital Project Costs	40
2026 – 2030 Capital Project Funding Sources	41
2026 Capital Project Funding by Location	42
5-YEAR CAPITAL IMPROVEMENT PROGRAM (2026 – 2030)	43
PROPERTY TAXES	51
Regular Tax Levy	51
Tax Levy Graph	51
Tax Levy Uses	52
Special Tax Levies	52
Industrial Development District (IDD) Tax Levy	53
DEBT SERVICE RETIREMENT	54





MESSAGE FROM THE EXECUTIVE DIRECTOR

Introduction

The Port reached a significant milestone at the end of 2025 and begins 2026 without any long-term debt. Longstanding practice at this and many ports and local governments is to use long-term debt to finance projects. This Port's most recent debt was issued in 2015 and was a refunding of debt issued in 2005 to reconstruct Point Hudson's docks. That debt and the 2010 debt issued to reconstruct the A & B docks at Boat Haven have cost the port about \$1.1M per year for decades. These dollars, equivalent to the property taxes received by the port annually, are now available to support economic development, public access and more capital projects.

With massive power generated by the voter approval of the Industrial Development District levy in 2019, the port is midway through more than \$60M in capital improvement projects, all funded without debt. The IDD levy will end in 2027 and will have provided the port with \$16.9M in revenue to support, start and match grant funding for so many projects. As the final tally of projects is becoming more clear, the 2019 IDD levy has been a massive success, and there are a few key projects that will remain incomplete. Those projects include the C, D and Linear Docks replacement at Boat Haven, the Herb Beck Marina replacement, the JCIA rural light industrial park and other new, job creating projects that have yet to be identified. With this in mind, I will be recommending that the commission begin discussions about a possible IDD levy ask to the voters in 2027 to continue the reinvestment and strengthening of port infrastructure.

Finally, while the economy is difficult to read and maybe more difficult to interpret, the Port's lines of revenues remained strong in 2025. The heart of the action is at Boat Haven where the Boat Haven Marina and Port Townsend Boatyard represent the majority of the Port's earned revenue and represent the most jobs supported by the port. We expect that to continue in 2026.

2026 Budget Priorities

Our key priorities are becoming thematic and include:

1. Maintaining core lines of revenue for the Port by focusing on the basics (i.e., increasing business and holding the line on costs).
2. Faithfully executing IDD Levy funded and other planned capital projects.
3. Continuing and expanding the trend of enhanced maintenance at all Port properties to both keep our infrastructure working and sustainable, and to improve their appearance.
4. Maintaining strong customer service throughout the Port.
5. Considering future projects to support economic development across Jefferson County.
6. Avoiding long-term debt to ensure the port remains in a strong financial position now and in the future.

This 2026 budget is again ambitious and on behalf of the staff team, we appreciate the help and support of our tenants and the community. It is truly felt as a tailwind on our mission.



PORT INTRODUCTION

About Us

The Port of Port Townsend is a municipal corporation authorized by Washington State statute (Revised Code of Washington [RCW] Title 53) to provide for the development and maintenance of harbors and terminals and promote tourism and foster economic activity. Created in 1924, the Port is a special purpose district independent from other local or state governments. The Port's geographical boundaries consist of all of Jefferson County, Washington.

The Port is governed by a 3-member Board of Commissioners; each elected to a 4-year term. The Commission delegates administrative authority to the Executive Director who manages staff to conduct operations of the Port. The County levies and collects taxes on the Port District's behalf, as determined by the Board of Commissioners, and acts as treasurer for the Port as defined under RCW 53.36.010.

Purpose

To promote a vibrant and healthy Jefferson County community.

Mission

To serve the citizens of Jefferson County by responsibly maintaining and developing property and facilities to promote sustainable economic growth, provide community access to Port facilities and services, and protect and maintain our environment, community resources, and maritime heritage.

Core Values

Integrity

We never compromise our integrity. To be honest, fair, reliable, and sincere in our communication is the way we earn each other's trust and build long-term relationships that serve the public.

Transparency

For democracy to be successful, the public must have access to information. We strive to be open and accessible in serving the public, and not to keep secrets from them.

Accountability

We are employed by the public and expect to be held accountable for our words and actions. We strive to be professional, dependable, and maintain the public's trust by doing what we say we are going to do.

Public Service

We serve the people of Jefferson County and are committed to looking beyond narrow interests and serving the community.

Leadership

Our vision motivates and inspires others and gives us the courage to act on our values, make tough decisions, and advance the common good.

Excellence

Each day, we strive to be the best that we can be, using our talents and abilities to fulfill our individual and collective potentials.

Respect

We respect the public we serve and each other as government officials and staff. We listen to gain understanding, strive to enrich the lives of those with whom we work, and celebrate each other's successes.



Port Commissioners

District 2 Commissioner: *Carol Hasse, President*

Term of Office: *January 1, 2022 – December 31, 2025*



Commissioner Carol Hasse sailed into Port Townsend in 1975, helped launch the Wooden Boat Festival, and became part of the working waterfront. She was honored with the Wooden Boat Foundation's Lifetime Achievement Award for Community Spirit and Culture in 2012 and chosen Jefferson County's 2021 Citizen of the Year for her work over four decades in maritime education, on non-profit boards and in her internationally renowned sailmaking business, Port Townsend Sails.

Elected in 2021, Hasse is grateful for the opportunity to serve Jefferson County's citizens by advocating for its marine trades and small business culture, historic beauty and natural environment.

District 1 Commissioner: *Pamela Petranek, Vice President*

Term of Office: *January 1, 2024 – December 31, 2027*



A lifelong resident of Washington State, Pam settled in Port Townsend in 2006 along with her three children who are now young adults. Pam earned a BA in Education at Western Washington University and worked as a public and home-school teacher for 30 years, most recently as a music teacher for the Port Townsend School District.

Pam earned a U.S. Coast Guard Captain's License. She has experienced a lifetime of living, working, and playing on the waters of the Pacific Northwest & beyond, including sailboat deliveries & racing, sailing instruction, and commercial fishing.

Pam was nominated Citizen of the Year for co-leading the Jefferson County Maritime Trades Economic Study, which demonstrated the marine trades represent 20% of living wage jobs; a vital contributor to our culture and economy.

Pam has served on the boards of the Port Townsend Marine Trades Association, Jefferson County Marine Resource Committee, & has led several citizen advisory groups. She currently serves on the board of JC Economic Development Council. Pam co-hosts a monthly KPTZ radio show called "Our Working Waterfront" to highlight our local people and businesses.

District 3 Commissioner: *Peter W. Hanke, Secretary*

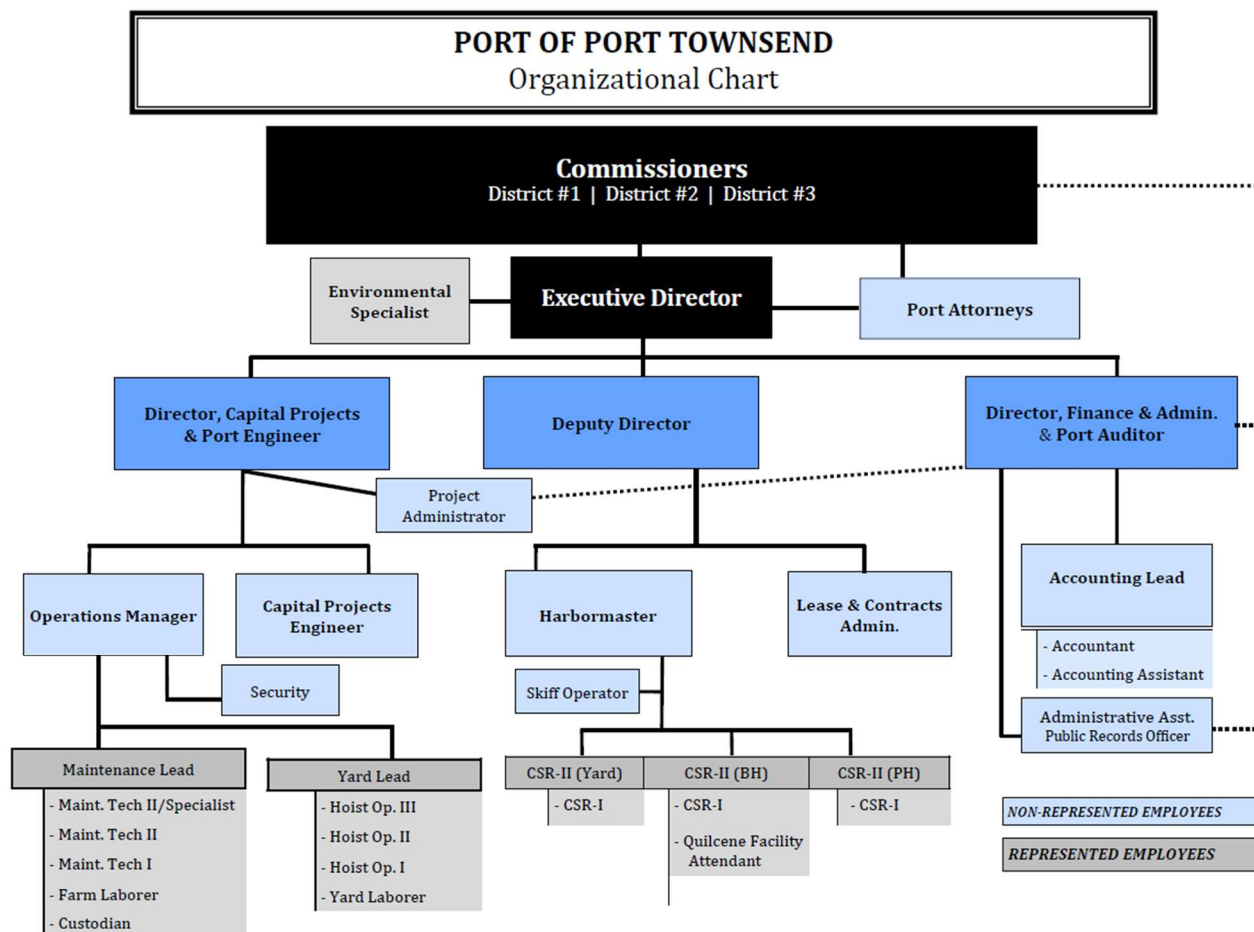
Term of Office: *January 1, 2022 – December 31, 2025*



Commissioner Hanke was elected Port Commissioner in 2013 and re-elected in 2017 and again in 2021. Mr. Hanke owns and operates Puget Sound Express, a family-owned passenger ferry and whale watch operation located at the Point Hudson Marina. Besides being a boat captain and a business owner, Pete is also a pilot who has enjoyed flying out of Jefferson County International Airport since 1998.



Port of Port Townsend Organizational Chart



As of 10/22/2025





2026 OPERATING AND CAPITAL BUDGET OVERVIEW

Overview

The goal of the 2026 Operating Budget and 5-year Capital Improvement Program is to continue to align our business practices and objectives to support both our organizational capital needs and our short and long-term financial sustainability. The Port Commission has instructed staff to prepare a budget that supports economic vitality while increasing or at least maintaining a baseline net operating income.

Organizational Initiatives

As part of our efforts to improve the Port's financial position over the coming year, we intend to:

- Maintaining core lines of revenue for the Port by focusing on the basics (i.e., increasing business and holding the line on costs).
- Faithfully executing IDD Levy funded and other planned capital projects.
- Continuing and expanding the trend of enhanced maintenance at all Port properties to both keep our infrastructure working and sustainable, and to improve their appearance.
- Maintaining strong customer service throughout the Port.
- Considering future projects to support economic development across Jefferson County.
- Avoid long-term debt to ensure the port remains in a strong financial position now and in the future.

Revenue from Operations

The 2026 budget reflects total revenue from operations of \$9,798,995, an 8% increase over the 2025 Budget. Most Port rates will be increased by approximately 2.7% for 2026. Operational revenues were calculated with an approximate 2.7% increase to the Port's rates & fees as well as an estimated 2% tenant rate increase. Revenue projections include the return to normal operations in the Boat Yard following the completion of the stormwater treatment project. The West Boat Yard expansion project will have some impact on the large vessel storage area, but the impact should be less than the construction phase of the BH Stormwater project. In addition, new revenue streams have been proposed including a new fueling center at the airport as well as establishing a contract for short-term rental in the newly remodeled PH Duplex facility. It is anticipated that the Liveaboard rules and regulations will be reviewed, updated and reestablished in early 2026.

Expenses from Operations

The budget for port-wide operating expenses is \$8,983,523 in 2026, a 10% increase when compared to the 2025 Budget. Increased costs are anticipated in energy (9%), fuel (4-5%), utilities (10-13%), construction materials, operating supplies, shipping materials, and travel costs for contractors. In general, operational expenses will be estimated to increase by 3%. Staffing levels remain the same as in 2025. A few adjustments are recommended to the current staffing allocations to provide service and Support where they are needed within the Port organization. Adjustments include the elimination of CSR I and Yard Labor positions and the addition of a Farm Laborer and Maintenance Specialist - Stormwater/Sewer/Water (hired September 2025). Seasonal and temporary staff will be utilized for the records management project as well as to fill roles at the farm, moorage, docks and manning the pump out boat during peak season. A 2.7% cost-of-living adjustment and specific position and grade adjustments have been included.

Net Operating Income

The 2026 budget projects the net operating income to be \$815,472, in line with the 2025 Budget.



Other Increases & Decreases in Fund Resources

The 2026 budget includes \$1,167,000 in the general property tax levy, an increase of 1% from 2024. This is a 1% increase on the prior year plus new construction, as calculated by the County Assessor. The IDD tax levy will be \$2,634,289 for 2026, for the fifth consecutive year, to maintain the IDD reserve for capital projects. Interest income is budgeted at \$240,000 with a lower rate of return anticipated in the coming year. Grant revenue is budgeted at \$7,003,460; details can be seen in the Capital Budget section.

Other Increases in Fund Resources also include Deposits & Retainage Collected (\$80,303) and Taxes Collected (\$849,000). Tax collected is received from port activity and includes leasehold, sales, and hotel/motel taxes.

Other Decreases in Fund Resources include Deposits & Retainage Paid (\$77,500), Taxes Remitted (\$827,630) which are the remittances of leasehold, sales, and hotel/motel taxes collected), Line of Credit Principal and Interest (\$1,332,200), Capital Expenses (\$14,035,664), Bond Management, Issuance & Investment (\$14,950), and Election costs (\$50,000).

Increase /(Decrease) in Cash

The budgeted number in the amount of (\$4,051,348) as presented on the Consolidated Sources and Uses of Cash represents the estimated decrease in cash for 2026 Port activity overall. This number is also reflected in the 5 Year projected cash flow. The increased use of cash in 2026 reflects planned capital activity and the use of capital reserves to meet the Port's strategic plan to address the deferred maintenance of the Port's capital infrastructure.

Estimated Ending Cash Balance and Reserves

The ending cash balance estimates for 2025 total \$12,731,954, including \$9,117,835 in Reserved Cash and \$3,614,119 in Unreserved Cash. The estimated composition of ending Reserved Cash balances for 2025 is as follows:

Estimated Ending Reserved Cash for 2025

IDD Levy Capital Reserve	\$7,341,616
Port-Wide Capital Reserve	806,746
Boat Haven Renovation	436,068
Operations Reserve	23,405
Emergency Reserve	500,000
Unemployment Reserve	10,000
	<hr/>
	\$9,117,835



Consolidated Sources & Uses of Cash

2026 Proposed Budget with Comparison to Prior Years, Resolution No. 860-25

	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2026 Bdgt- 2025 Bdgt Variance	% incr.
OPERATING REVENUES							
Boat Haven Moorage	2,015,492	2,134,590	2,164,523	2,255,339	2,396,483	141,144	6%
Yard Operations	2,684,332	2,772,630	2,726,844	2,887,504	3,038,670	151,166	5%
Boat Haven Properties	911,589	1,011,207	1,112,763	1,371,980	1,427,385	55,405	4%
Point Hudson Marina, RV & Prop.	1,512,136	1,543,207	1,818,137	1,907,056	2,099,317	192,261	10%
Quilcene Herb Beck Marina	175,104	186,274	177,848	181,925	202,492	20,567	11%
Water Access	68,472	66,713	72,442	91,732	111,399	19,667	21%
Jefferson County Intl Airport	185,371	198,345	218,725	230,537	474,949	244,412	106%
Short Farm Property	-	-	6,284	47,500	48,300	800	2%
Total Operating Revenues	\$ 7,552,497	\$ 7,912,967	\$ 8,297,566	\$ 8,973,573	\$ 9,798,995	\$ 825,421	9%
OPERATING EXPENDITURES							
Salaries & Wages	2,656,298	2,836,385	3,292,180	3,613,243	3,753,786	140,543	4%
Payroll Taxes	274,816	320,289	377,296	473,775	477,717	3,942	1%
Employee Benefits	836,047	903,223	980,175	1,048,227	1,079,383	31,156	3%
Uniform Expense	19,386	15,555	14,909	13,170	13,234	64	0%
Contract Services	269,195	426,487	286,564	373,633	464,278	90,645	24%
Enviro Contract Services	10,554	18,190	47,546	29,930	47,200	17,270	58%
Legal and Fire fees	59,405	48,309	48,647	47,050	51,060	4,010	9%
Audit	6,798	32,528	39,724	42,000	46,200	4,200	10%
Insurance	453,023	492,726	546,491	564,850	607,517	42,667	8%
Facilities & Operations	1,035,778	916,445	931,622	984,478	1,289,696	305,218	31%
Utilities	648,719	664,656	645,607	688,039	832,948	144,909	21%
Marketing & Advertising	62,705	128,522	113,009	98,138	129,397	31,259	32%
Economic Development	30,000	40,045	41,200	69,546	71,633	2,087	3%
Travel & Training	38,985	20,307	31,350	40,973	53,061	12,088	30%
Community Relations	1,276	15,649	49,137	55,014	66,413	11,399	21%
Total Operating Expenditures	\$ 6,402,983	\$ 6,879,316	\$ 7,445,458	\$ 8,142,065	\$ 8,983,523	\$ 841,458	10%
NET OPERATING INCOME	\$ 1,149,514	\$ 1,033,651	\$ 852,109	\$ 831,508	\$ 815,472	\$ (16,037)	-2%
OTHER INCREASES IN FUND RESOURCES							
Deposits & Retainage Collected	38,338	39,058	106,653	80,254	80,303	49	0%
Taxes Collected	715,892	740,926	788,814	791,600	849,000	57,400	7%
Capital Contributions/Grants	251,643	8,500,495	6,272,654	9,534,929	7,003,460	(2,531,469)	-27%
Interest	153,383	530,953	604,573	432,952	240,000	(192,952)	-45%
Debt Proceeds-20/21 LOC	-	1,171,644	1,737,000	-	-	-	-
Property & other taxes	3,912,590	4,132,293	3,982,073	3,884,561	3,883,361	(1,200)	0%
Misc. Incr. in Fund Resources	122,956	285,885	63,290	57,053	75,000	17,947	31%
Total Incr. in Other Fund Resources	\$ 5,194,802	\$ 15,401,253	\$ 13,555,057	\$ 14,781,349	\$ 12,131,124	\$ (2,650,225)	-18%
OTHER DECREASES IN FUND RESOURCES							
Deposits & Retainage Paid	101,465	39,376	78,208	26,198	77,500	51,302	196%
Taxes Remitted	714,381	742,076	774,119	765,130	827,630	62,500	8%
Bond Principal & Interest	1,025,338	1,063,625	2,197,814	2,259,361	1,332,200	(927,161)	-41%
Bond Mgmt, Issuance, Investment	50,601	180,542	2,426	14,950	14,950	-	0%
Capital Equipment & Vehicles	808,227	1,789,321	2,865,869	1,200,000	1,615,000	415,000	35%
Capital Project Expenses	1,847,887	2,373,792	5,430,672	14,851,555	12,420,664	(2,430,891)	-16%
Election Expense	17,561	-	47,331	15,500	50,000	34,500	223%
Total Other Decr. in Fund Resources	\$ 4,565,460	\$ 6,188,731	\$ 11,856,420	\$ 19,792,694	\$ 16,997,944	\$ (2,794,750)	-14%
Net Other Incr./Decr. in Fund Resources	\$ 629,342	\$ 9,212,521	\$ 1,698,636	\$ (5,011,345)	\$ (4,866,820)	\$ 144,525	-3%
Increase/(Decrease) in Cash	\$ 1,778,856	\$ 10,246,172	\$ 2,550,745	\$ (4,179,837)	\$ (4,051,348)	\$ 128,488	-3%



5-Year Projected Cash Flow (2026 – 2030) ~ With 2025 Forecast baseline

	2025 Forecast Projection	2026 Projection	2027 Projection	2028 Projection	2029 Projection	2030 Projection
Capital Project Funding Summary (2026 Budget, 5-Year CIP)						
Total Capital Project Total		17,749,664	18,739,500	12,613,500	4,562,000	4,802,000
Anticipated Grant		287,000	93,363			
Secured Grant		5,916,460	1,315,500			
Port Wide Capital Reserve		270,000				
Boat Haven Capital Reserve		200,000				
Industrial Development District Levy		5,371,222	2,864,637	1,303,500	112,500	100,000
Unreserved Cash		1,190,982	606,000	720,000	600,000	600,000
Mitigation Credits		800,000	-	240,000		
Secured Funding		14,035,664	4,879,500	2,263,500	712,500	700,000
Unsecured Funding		3,714,000	13,860,000	10,350,000	3,849,500	4,102,000
Projected Beginning Year Cash	14,430,100	12,731,954	9,341,106	8,377,927	7,921,454	8,582,020
OPERATIONS						
Total Operating Revenues (a)	8,910,212	9,799,495	10,367,865	10,969,202	11,605,415	12,278,529
Total Operating Expenditures (d)	8,061,242	8,983,523	9,756,106	10,595,131	11,506,312	12,495,855
Net Operating Income	848,971	815,972	611,759	374,071	99,103	(217,326)
OTHER INCREASES IN FUND RESOURCES						
Deposits & Retainage Collected	43,374	80,303	60,000	60,000	60,000	60,000
Taxes Collected	846,971	849,000	750,000	772,500	795,675	819,545
Capital Contributions/Grants	5,923,135	7,003,460	1,408,863	240,000	-	-
Interest	548,900	240,000	210,000	225,000	250,000	265,000
IDD Tax Levy	2,494,946	2,634,289	1,369,000			
Gen'l Property & other taxes	1,118,161	1,249,072	1,223,670	1,235,907	1,248,266	1,260,748
Misc. Incr. in Fund Resources	1,625,820	75,000	25,000	25,750	26,523	27,318
Total Incr. in Other Fund Resources (b,c)	12,601,306	12,131,124	5,046,533	2,559,157	2,380,463	2,432,612
OTHER DECREASES IN FUND RESOURCES						
Deposits & Retainage Paid	66,954	77,500	60,000	60,000	60,000	60,000
Taxes Remitted	876,713	827,630	750,000	765,000	780,300	795,906
LOC Principal & Interest	1,330,550	1,332,200	665,271	-	-	-
LTGO Bond Principal & Interest	2,671,742	-	-	-	-	-
Bond Mgmt, Issuance, Investment	2,431	14,950	1,700	1,200	1,200	1,200
Capital Equipment & Vehicles	1,211,553	1,615,000	250,000	250,000	250,000	250,000
Capital Project Expenses	8,972,981	12,420,664	4,879,500	2,263,500	712,500	700,000
Election Expense	15,500	50,000	15,000	50,000	15,000	50,000
Total Other Decr. in Fund Resources (e,f,g)	15,148,424	16,337,944	6,621,471	3,389,700	1,819,000	1,857,106
Net Other Increases/Decreases in Fund Resources	(2,547,117)	(4,206,820)	(1,574,938)	(830,543)	561,463	575,506
Total INFLOW	\$ 21,511,519	\$ 21,930,619	\$ 15,414,398	\$ 13,528,358	\$ 13,985,879	\$ 14,711,141
Total OUTFLOW	\$ 23,209,665	\$ 25,321,467	\$ 16,377,577	\$ 13,984,831	\$ 13,325,312	\$ 14,352,961
Net INFLOW / OUTFLOW - Change in Cash Balance	\$ (1,698,146)	\$ (3,390,848)	\$ (963,179)	\$ (456,473)	\$ 660,566	\$ 358,180
RESERVE BALANCES						
IDD Levy Reserve (h)	7,341,616	4,604,683	3,109,046	1,805,546	1,693,046	1,593,046
Port Wide Capital Reserve (i)	806,746	536,746	536,746	536,746	536,746	536,746
Boat Haven Renovation (j)	436,068	236,068	236,068	236,068	236,068	236,068
Operating Reserve (k)	23,405	23,405	23,405	23,405	23,405	23,405
Emergency Reserve (l)	500,000	500,000	500,000	500,000	500,000	500,000
Unemployment Reserve (m)	10,000	10,000	10,000	10,000	10,000	10,000
Property Tax Reserve (n, o)	-	749,072	1,472,742	2,208,649	2,956,914	3,717,663
Total Ending Cash Reserves	9,117,835	6,659,974	5,888,007	5,320,413	5,956,179	6,616,928
Total Unreserved Cash	3,614,119	2,681,132	2,489,920	2,601,041	2,625,841	2,323,273
Total Ending Year Cash & Investments	\$ 12,731,954	\$ 9,341,106	\$ 8,377,927	\$ 7,921,454	\$ 8,582,020	\$ 8,940,200



5 Year Projected Cash Flow Notes

5 Year Projected Cashflow Notes:

-

a.) Revenues - Operating were increased each year by 5.8% after 2026, based on averaging the Port's most recent update to its 10-year historical activity.

b.) Revenues - General Property Tax Levy was increased annually by 1.0% as allowed by statute (actual may vary due to changes in the AV and new construction estimates calculated annually by County Assessor). The IDD levy is held at the proposed 2022 level to support significant capital projects until it is anticipated to expire in 2027.

c.) Revenues - Other Increases in Fund Resources in all periods, are based on the previous year's similar regular recurring revenues less prior year projected grants and adding the current year's projected grants, per the 5 Year Capital Improvement Program.

d.) Expenses - Operating is increased annually at 8.6% after 2026, based on averaging the Port's most recent update to its 5-year historical activity, based on current economic conditions.

e.) Expenses - Bond Principal & Interest are based on bond amortization schedules and the intent to retire the remaining LTGO debt in December 2025.

The Port obtained a \$7 million Line of Credit in 2021 as a cashflow bridge between capital expenditures and grant reimbursements. The LOC expires March 2027.

f.) Expenses - Capital Projects are shown separately from the "Other" category so as to be easily identified and matched to the 5 Year Capital Improvement Program, as projected.

g.) Expenses - Other Decreases in Fund Resources start with 2026 budget estimates. Subsequent years are based on non-capital costs that are known, regular and recurring expenses increased annually by 2%, based on the Port's most recent 10-year historical average.

h.) In November 2019, Jefferson County voters approved the Industrial Development District Levy for the Port's use in most of Jefferson county's Port projects; the Gardiner area is not in the Industrial Development District. This reserve is restricted. (Res. 712-19)

i.) In January 2019, the Commission passed Res. 693-19, establishing the Port-Wide Capital Reserve. It currently extends only through 2023 to be funded \$250,000 per year. Here we have extended that through 2027, however, a planned revision will be prepared for the 2026 budget. (Res. 693-19)

j.) If the capital expenditures on the Boat Haven centric projects planned in 2026 reach or exceed the funding amounts budgeted for 2026, this reserve should be extinguished. (Res. 433-04)

k.) In January 2019, the Port commission approved a minimum cash reserve for operations to ensure the long-term sustainability of the Port. The target is 25% of annual operating expenses, which is fully funded. (res. 692-19)

The Commission authorized use of \$1,600,000 to pay off 2010 LTGO debt on 10/22/2025.

l.) In November 2020, the Port commission passed resolution 730-20 to fund an Emergency Fund for \$500,000. (Res. 730-20)

m.) The Port commission approved an Unemployment Reserve of \$10,000 by motion.

n.) The Port commission passed resolution 863-25 establishing a Property Tax Reserve Fund from general property tax receipts. (Res. 863-25)

o.) Reserve account balance reflects € \$500,000 in business line subsidy and economic development support annually



Port Operational and Capital Reserves

Res. No.	Reserve Policy	Reserve Purpose	Balance As of 8/31/2025
OPERATIONAL RESERVES			
692-19	Establishing an Operating Fund	Establish Operating Reserves equivalent to three (3) months of operating and general administrative expenses; or approx. 25% of total budgeted operating expenses. 10/22/2025 -Commission authorized use of \$1,600,000 to pay off 2010 LTGO debt by motion between Dec. 1, 2025 – Jan. 31, 2026.	1,623,405
730-20	Emergency Reserve Fund	Consolidate contingency (\$75k) and hazardous waste (\$25k) reserve to establish Emergency Reserve Fund	500,000
	Unemployment Reserve	Mandatory reserve required by WA State Auditors; no resolution, it was approved by motion in 2014.	10,000
	TOTAL OPERATIONAL RESERVES		\$2,133,405
CAPITAL RESERVES			
433-04	Boat Haven Renovation	Establish PTBH Renovation Reserve Fund, funded by new revenues generated in excess of projected CPI increases. Per Res. 693-19, cease funding BH Capital reserve and redirect reserve payments to the Port-wide Capital Reserve	436,068
693-19	Port-wide Capital Reserve	Establish Port-wide Capital Reserve fund and cease funding the Boat Haven Capital Reserve Fund	806,746
863-25	Property Tax Reserve	Establish a Property Tax Reserve Fund from general property tax receipts to be used for specific purpose outlined in Res. No. 863-25 (eff. 01/01/2026)	0
	TOTAL CAPITAL RESERVES		\$1,242,814
CAPITAL IDD RESERVES			
712-19	IDD Levy Reserve	Establish a separate fund for the collection of the IDD Levy revenues. This will be an IDD Capital Reserve Fund with the County Treasurer and tracked separately in the Port’s accounting system.	\$7,866,616
	TOTAL CAPITAL IDD RESERVES		\$7,866,616



2026 DEPARTMENTAL OPERATING BUDGETS

Boat Haven Marina

Description: This full-service marina provides permanent and transient moorage year-round. It is home to 475 commercial and recreational vessels and each year provides more than 6,000 overnight guest moorage accommodations for visiting vessels. Boat Haven amenities include a fuel dock, pump-out station, showers and a laundry, a net float for fisherman, a seafood loading dock, and a crane to support the fishing fleet in the commercial basin. The U.S. Coast Guard Cutter Osprey is stationed here. The Port's first developed property, Boat Haven is a 19-acre rectangle protected by a riprap breakwater. The first pile was driven in 1931, and the floating moorage has been expanded several times to produce the present facility.

Revenues: Boat Haven Moorage revenues are estimated to increase \$141,144 which is a 6% increase when compared to the 2025 Budget. Increased revenues are primarily related to the annual rate adjustment as well as policy decisions that will impact the best use of the available dock space for each relevant season.

Expenses: Total estimated increases in operating expenses, when compared to 2025 Budget, is estimated to decrease by \$27,256. The overall expenses decreased due to the reduction of one Customer Service (CSR) position. The 2010 Limited Tax General Obligation (LTGO) Bond used for Boat Haven Moorage reconstruction of the A/B docks in the Boat Haven Marina was paid in full December 2025. Including the 83% share of the debt payment in prior year departmental budget allows management to see the true picture of the department's gain/loss in operations year after year.

Net Operating Income (w/o debt): The 2026 budget estimates a Net Operating Income of \$477,543. This is a decrease of \$231,048, which reflects increased salaries and benefits, general & administrative costs, maintenance costs, contract services, general liability, property, and marina insurance, and repair & maintenance costs.





Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025

Boat Haven Moorage

	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2026 Bdgt- 2025 Bdgt Variance	% incr.
PTBH - Permanent Moorage	1,285,755	1,322,162	1,394,116	1,515,952	1,556,884	40,932	3%
PTBH - Monthly Guest	264,914	273,049	288,151	274,265	281,669	7,404	3%
PTBH - Nightly Guest	306,607	348,311	282,903	273,000	336,000	63,000	23%
PTBH - Electric	101,445	112,214	106,753	109,026	130,831	21,805	20%
PTBH - Liveaboard Fee	21,219	28,770	26,625	29,004	29,784	780	3%
PTBH - Liveaboard Background Ck Fee	480	315	252	204	300	96	47%
PTBH - Work Float/Lift Pier Usage	8,816	13,855	12,815	13,000	13,352	352	3%
PTBH - Miscellaneous Revenue	6,588	9,306	19,921	11,850	12,170	320	3%
PTBH - Showers	9,433	9,220	8,643	9,000	10,000	1,000	11%
PTBH - Laundry	7,709	6,630	7,070	7,500	7,703	203	3%
PTBH - Kayak Racks	1,673	8,797	12,011	8,700	13,000	4,300	49%
PTBH - Key Fobs	530	310	242	1,856	120	(1,736)	-94%
PTBH - Promotional Sales	387	1,499	4,779	936	3,600	2,664	285%
PTBH - Port Labor	(63)	152	240	1,046	1,070	24	2%
Total Operating Revenues	\$ 2,015,492	\$ 2,134,590	\$ 2,164,523	\$ 2,255,339	\$ 2,396,483	\$ 141,144	6%
OPERATING EXPENSES							
Moorage Salaries & Wages	211,881	228,360	249,120	286,076	310,000	23,924	8%
Moorage Payroll Taxes	25,696	31,343	33,972	38,450	38,450	-	0%
Moorage Employee Benefits	66,298	79,479	81,553	95,601	79,824	(15,777)	-17%
Uniform Expense	1,963	1,704	179	1,650	1,662	12	1%
Maint Salaries & Wages	29,410	28,396	26,083	30,739	35,000	4,261	14%
Maint Payroll Taxes	3,562	3,907	3,666	3,979	3,984	5	0%
Maint Employee Benefits	9,167	8,770	7,438	9,096	8,992	(104)	-1%
Enviro Salaries & Wages	824	-	-	-	-	-	-
Enviro Payroll Taxes	101	-	-	-	-	-	-
Enviro Employee Benefits	253	280	-	-	-	-	-
Contract Services	25,535	41,395	34,328	32,240	50,378	18,138	56%
Insurance	114,889	130,599	140,010	141,820	146,075	4,255	3%
Facilities & Operations	118,666	119,788	135,481	121,374	155,895	34,521	28%
Marketing & Advertising	12,544	25,261	20,608	22,836	30,150	7,314	32%
Travel & Training	2,847	1,415	5,519	2,906	3,050	144	5%
2010 LTGO Bond Princ/Int (83%)	399,635	400,133	400,071	399,448	-	(399,448)	-100%
Maintenance Alloc.	-	-	-	-	183,308	183,308	
General & Administrative	317,445	218,834	528,209	564,039	634,072	70,033	12%
Total Operating Expenses	\$ 1,526,566	\$ 1,519,800	\$ 1,858,286	\$ 1,946,196	\$ 1,918,940	\$ (27,256)	-1%
NET OPERATING INCOME	\$ 488,926	\$ 614,790	\$ 306,236	\$ 309,143	\$ 477,543	\$ 168,400	54%
						0	
Net Operating Income w/o debt	888,561	1,014,923	706,307	708,591	477,543	(231,048)	-33%

* 2010 LTGO debt paid in full December 2025





Boat Haven Yard

Description: Featuring a heavy boat haul-out facility, the Port Townsend Boat Yard has a regional reputation for quality and economy and is a destination of choice for vessel maintenance, refits and new construction of all types. It provides access to more than 100 marine trades businesses in the Port Townsend area. The Port operates four travel lifts, the largest of which can lift vessels up to 150 feet long and weigh up to 330 tons. The Yard's 17-acre dry-land work yard area can hold more than 200 vessels "on the hard," and owners are allowed to work on their own boats (something most work-yards prohibit).

Revenue: Overall, Yard revenue is expected to increase by \$151,166 over the 2025 Budget. Increased revenues are primarily related to the annual rate adjustment as well as policy decisions that will impact the best use of the available yard space for each relevant season.

Expenses: Total operating expenses, when compared to the 2025 Budget, is estimated to decrease by \$20,237. The overall expenses decreased due to the reduction of one yard position. The 2026 budget includes full staffing to support the haul out activity that supports the marine trade activity in the Yard. The 2010 Limited Tax General Obligation (LTGO) Bond used for the 75-ton Lift Pier was paid in full December 2025. Including the 17% share of the debt payment in prior year departmental budget allows management to see the true picture of the department's gain/loss in operations year after year.

Net Operating Income (w/o debt): The 2026 budget estimates a Net Operating Income of \$29,761. The change in Net Operating Income reflects increased salaries and benefits, general & administrative costs, maintenance costs, contract services, general liability, property, and marina insurance, and repair & maintenance costs.





Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025

Boat Haven Yard

	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2026 Bdgt- 2025 Bdgt Variance	% incr.
70/75T BOAT YARD - LIVEABOARD FEE	600	-	-	-	21,600	21,600	
70/75T BOAT YARD - LIVEABOARD BCKGRD CHECK	-	-	-	-	600	600	
70/75T BOAT YARD - ENVIRONMENTAL FEE	76,828	77,770	86,730	85,496	87,807	2,311	3%
70/75T BOAT YARD - HOIST REVENUE	355,988	375,847	403,269	382,500	413,880	31,380	8%
70/75T BOAT YARD - STORAGE REVENUE	1,174,655	1,321,713	1,250,732	1,366,994	1,403,903	36,909	3%
70/75T BOAT YARD - L/T STORAGE	68,930	(393)	(1,230)	-	-	-	
70/75T BOAT YARD - ELECTRIC BASE FEE	47,485	49,885	57,310	54,325	65,190	10,865	20%
70/75T BOAT YARD - BLOCKING RENT	30,119	29,940	28,775	30,971	31,807	836	3%
70/75T BOAT YARD - OWNER WASHDOWN	45,799	47,828	49,836	60,389	62,019	1,630	3%
70/75T BOAT YARD - PORT WASHDOWN	15,740	16,482	18,721	20,854	21,418	564	3%
70/75T BOAT YARD - MISCELL REVENUE	368	421	1,471	751	1,800	1,049	140%
70/75T BOAT YARD - PORT LABOR	13,584	11,651	12,670	10,641	12,000	1,359	13%
70/75T BOAT YARD - TARP POOL FEE	975	4,925	6,201	4,381	6,000	1,619	37%
300T BOAT YARD - ENVIRONMENTAL FEE	19,390	21,645	23,628	21,126	21,695	569	3%
300T BOAT YARD - HOIST REVENUE	235,758	244,690	269,169	271,588	278,923	7,335	3%
300T BOAT YARD - STORAGE REVENUE	479,899	457,892	415,212	462,500	474,988	12,488	3%
300T BOAT YARD - ELECTRIC BASE FEE	25,928	21,908	18,582	30,900	37,080	6,180	20%
300T BOAT YARD - ELECTRIC KWH CHARGES	22,061	12,928	16,565	-	6,000	6,000	
300T BOAT YARD - OWNER WASHDOWN	24,452	34,334	26,885	43,654	44,831	1,177	3%
300T BOAT YARD - PORT WASHDOWN	9,754	6,333	10,461	-	5,000	5,000	
300T BOAT YARD - BLOCKING RENT	20,764	19,710	18,438	25,702	26,398	696	3%
300T BOAT YARD - BILGE WATER REVENUE	5,257	5,229	3,829	6,000	6,163	163	3%
300T BOAT YARD - GARBAGE	-	1,013	-	-	-	-	
300T BOAT YARD - PORT LABOR	9,539	8,839	7,780	8,732	8,968	236	3%
300T BOAT YARD - TARP POOL FEE	460	2,043	1,811	-	600	600	
Total Operating Revenues	\$ 2,684,332	\$ 2,772,630	\$ 2,726,844	\$ 2,887,504	\$ 3,038,670	\$ 151,166	5%
OPERATING EXPENSES							
Yard Salaries & Wages	628,743	676,464	776,208	868,651	724,000	(144,651)	-17%
Yard Payroll Taxes	74,034	88,410	106,281	112,448	112,446	(2)	0%
Yard Employee Benefits	196,144	211,455	222,349	257,044	208,848	(48,196)	-19%
Uniform Expense	6,260	5,959	5,224	5,200	5,227	27	1%
Maint Salaries & Wages	93,220	65,406	35,694	70,700	50,000	(20,700)	-29%
Maint Payroll Taxes	10,976	11,742	5,129	9,152	9,152	(0)	0%
Maint Employee Benefits	28,953	19,467	10,386	20,921	13,932	(6,989)	-33%
Enviro Salaries & Wages	20,317	25,355	27,032	44,945	30,000	(14,945)	-33%
Enviro Payroll Taxes	2,721	3,788	4,118	5,818	5,818	(0)	0%
Enviro Employee Benefits	6,244	7,597	7,784	13,300	9,108	(4,192)	-32%
Contract Services	27,486	39,799	20,935	33,746	55,229	21,483	64%
Enviro Contract Services	4,603	11,570	41,486	23,000	40,000	17,000	74%
Insurance	107,963	100,015	129,081	131,232	145,169	13,937	11%
Facilities & Operations	450,072	384,262	338,967	449,646	485,818	36,172	8%
Utilities	137,949	146,237	134,943	162,595	197,446	34,851	21%
Marketing & Advertising	11,151	17,040	15,317	13,576	15,946	2,370	17%
Travel & Training	5,554	2,377	3,459	3,093	3,245	152	5%
2010 LTGO Bond Princ/Int (17%)	81,853	81,955	-	81,942	-	(81,942)	-100%
Maintenance Alloc.	-	-	-	-	216,090	216,090	
General & Administrative	423,494	333,077	663,484	722,136	681,435	(40,701)	-6%
Total Operating Expenses	\$ 2,317,737	\$ 2,231,976	\$ 2,547,879	\$ 3,029,146	\$ 3,008,909	\$ (20,237)	-1%
NET OPERATING INCOME	\$ 366,595	\$ 540,655	\$ 178,966	\$ (141,642)	\$ 29,761	\$ 171,403	-121%
Net Operating Income w/o debt	448,448	622,610	178,966	(59,700)	29,761	89,461	-150%

* 2010 LTGO debt paid in full December 2025



Boat Haven Properties

Description: Constructed in 1997, the western portion of the Boat Yard provides a variety of spaces and buildings for the marine trades. It supports over 450 people working in approximately 100 marine trades businesses, comprising the third-largest employment sector in Jefferson County. The security of long-term leases has encouraged many marine boat building and repair businesses to construct specialized facilities for their operations. In 2025, the Port constructed a new central stormwater collection and treatment facility to ensure that runoff from industrial activities complies with the requirements of the Boatyard General Stormwater Permit, and to safeguard the waters of Port Townsend Bay. In addition to myriad industrial tenants, the Yard is also home to marine supply and equipment retailers, and several eateries.

Revenue: Properties at Boat Haven are expected to have an increase in revenues of \$55,405 when compared to the 2025 Budget, primarily due to the occasional leasehold step increases, market rate adjustments, and CPI increases. Most properties are marine dependent or related uses for manufacturing, warehousing, and office requirements.

Expenses: Overall, operating expenses are expected to increase by \$242,724 when compared to the 2025 Budget. Increases are related to salaries and benefits, contract services and utilities as well as maintenance and general & administrative costs.

Net Operating Income (w/o debt): The 2026 budget estimates a Net Operating Income of \$446,313. The change in Net Operating Income reflects increased salaries and benefits, general & administrative costs, maintenance costs, contract services, general liability, property, and marina insurance, and repair & maintenance costs.

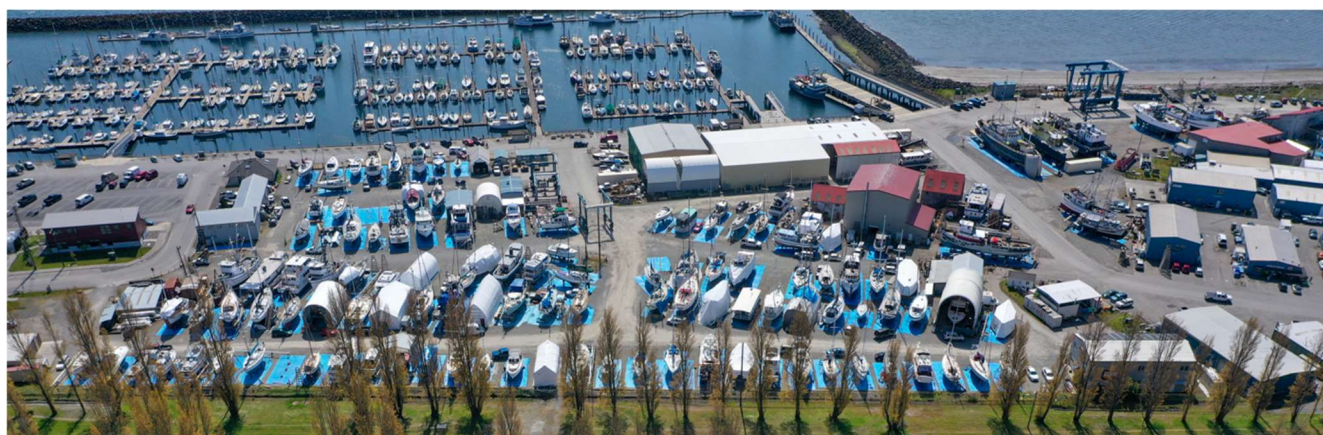




Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025

Boat Haven Properties

	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2026 Bdgt- 2025 Bdgt Variance	% incr.
OPERATING REVENUES							
PTBH Prop - Lease Revenue	828,040	934,210	1,035,236	1,289,722	1,330,000	40,278	3%
PTBH Prop - Fuel Dock Lease	19,758	17,161	17,523	20,531	20,943	412	2%
PTBH Prop - Electric	(443)	(2,482)	168	(1,145)	6,000	7,145	-624%
PTBH Prop - Garbage	3,550	4,217	4,829	4,142	4,250	108	3%
PTBH Prop - Water	38,381	35,262	32,799	33,970	40,764	6,794	20%
PTBH Prop - Stormwater Fees	9,519	8,856	8,440	10,434	10,717	283	3%
PTBH Prop - Storage Unit Revenue	12,035	12,696	13,067	12,972	13,319	347	3%
PTBH Prop - Miscellaneous	675	1,234	701	1,354	1,392	38	3%
Total Operating Revenues	\$ 911,514	\$ 1,011,152	\$ 1,112,763	\$ 1,371,980	\$ 1,427,385	\$ 55,405	4%
OPERATING EXPENSES							
PTBH Property Salaries & Wages	70,110	72,961	80,581	75,272	102,000	26,728	36%
PTBH Property Payroll Taxes	6,316	6,431	7,566	9,744	9,740	(4)	0%
PTBH Property Employee Benefits	21,901	22,208	22,791	22,274	30,600	8,326	37%
Maint Salaries & Wages	76,839	72,553	84,705	76,848	96,000	19,152	25%
Maint Payroll Taxes	10,523	11,834	13,689	9,948	15,000	5,052	51%
Maint Employee Benefits	24,496	22,472	24,906	22,740	28,560	5,820	26%
Enviro Salaries & Wages	16,824	12,166	15,442	18,282	19,323	1,041	6%
Enviro Payroll Taxes	2,247	1,815	2,359	2,367	2,400	33	1%
Enviro Employee Benefits	5,166	3,778	4,423	5,410	6,120	710	13%
Contract Services	2,060	46,037	2,531	18,310	12,504	(5,806)	-32%
Insurance	34,738	53,315	44,302	42,594	43,872	1,278	3%
Facilities & Operations	55,553	42,567	44,488	35,233	48,723	13,490	38%
Utilities	57,952	49,987	42,637	51,332	61,795	10,463	20%
Marketing & Advertising	331	-	-	161	166	5	3%
Travel/Training	155	174	132	228	238	10	4%
Maintenance Alloc.	-	-	-	-	111,203	111,203	
General & Administrative	142,623	110,301	275,597	347,605	392,828	45,223	13%
Total Operating Expenses	\$ 527,834	\$ 528,598	\$ 666,150	\$ 738,348	\$ 981,072	\$ 242,724	33%
NET OPERATING INCOME	\$ 383,680	\$ 482,554	\$ 446,613	\$ 633,632	\$ 446,313	\$ (187,319)	-30%





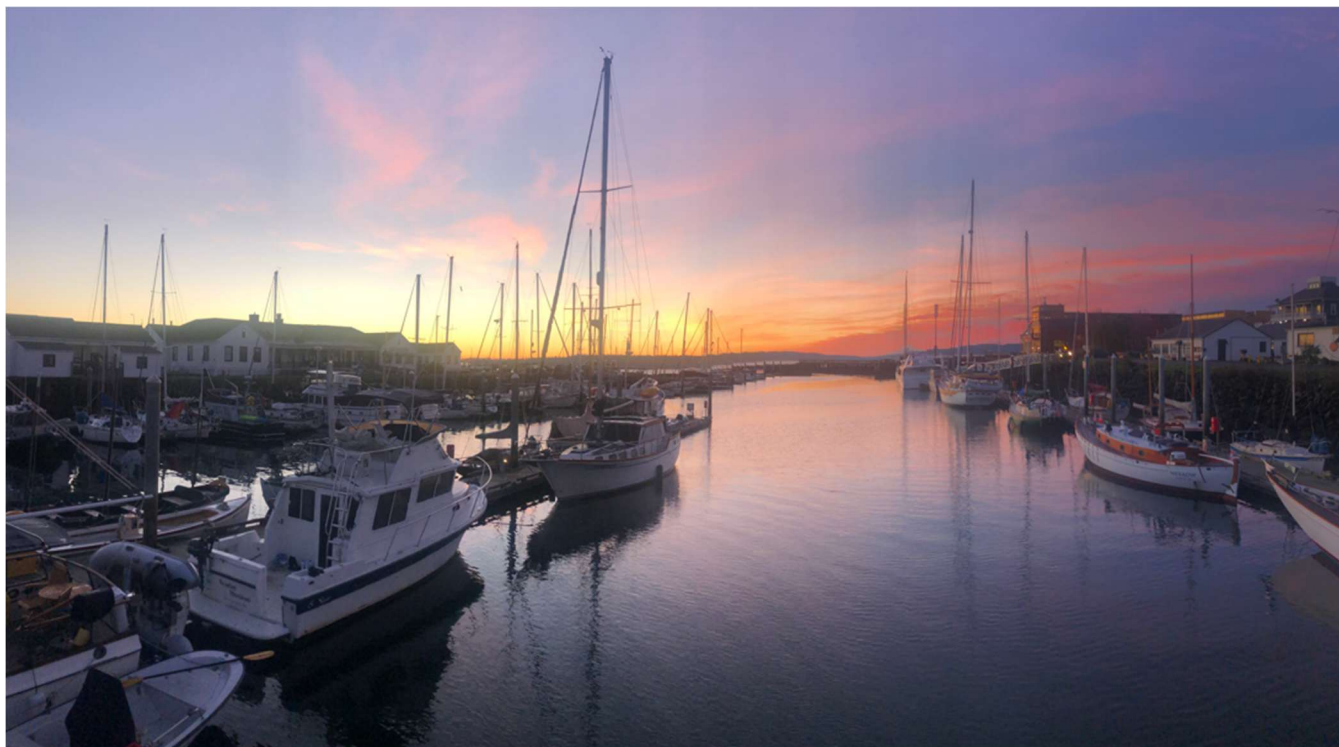
Point Hudson

Description: Built out in the early 1930s as a federal quarantine station but instead used as a Coast Guard station, the property was deeded to the Port in 1956. The 4-acre marina has 44 slips, and 700 feet of linear docks dedicated to transient guest moorage. The 24 upland acres owned by the Port house a recreational RV park with 48 spots as well as several marine trades businesses - including a rigging loft, canvas shop, and marine architects, all in the historic Armory Building. The facility is also home to a small bodega, State DNR field offices, a historic B&B, several restaurants, and several small professional offices. In 2023, the Port completed replacement of the overlapping breakwaters that protect the entrance to this historic facility. Since 1978, Point Hudson has played host to the annual Wooden Boat Festival. The festival is now produced by Northwest Maritime whose campus lies immediately adjacent to the Port's facility.

Revenue: Overall, Point Hudson revenue is expected to increase by \$192,261 over the 2025 Budget. Increased revenues are related to the annual rate adjustment as well as policy decisions that will make the best use of the available dock space, RV space and parking space for each relevant season.

Expenses: Total operating expenses, when compared to the 2025 Budget, is estimated to decrease by \$172,891. The 2015 Limited Tax General Obligation (LTGO) Bond used for the Point Hudson Marina Reconstruction paid in full July 2025. Including the debt payment in prior year departmental budget allows management to see the true picture of the department's gain/loss in operations year after year.

Net Operating Income (w/o debt): The 2026 budget estimates a Net Operating Income of \$206,343. The change in Net Operating Income reflects increased salaries and benefits, general & administrative costs, maintenance costs, contract services, general liability, property, and marina insurance, and repair & maintenance costs.





Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025

Point Hudson

	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2026 Bdgt- 2025 Bdgt Variance	% incr.
OPERATING REVENUES							
Pt Hudson - Building Lease Revenue	442,756	448,552	491,831	519,320	582,000	62,680	12%
Pt Hudson - Parking	15,644	17,672	43,608	57,650	59,214	1,564	3%
Pt Hudson - Event Facility Rev	26,449	33,681	38,030	48,369	49,675	1,306	3%
Pt Hudson - Janitorial	15,120	15,248	15,339	16,185	16,621	436	3%
Pt Hudson - Water, Sewer, SW	27,287	29,659	28,493	32,464	37,987	5,523	17%
Pt Hudson - Miscellaneous Rev	-	-	5,809	-	-	-	-
Pt Hudson - Permanent Moorage	104,511	108,315	146,542	132,330	188,000	55,670	42%
Pt Hudson - Liveaboard Fee	5,381	420	2,970	8,500	8,730	230	3%
Pt Hudson - Liveaboard Backgrnd Ck	1,980	1,692	1,386	2,100	2,157	57	3%
Pt Hudson - Monthly Guest	93,274	12,766	66,975	110,000	112,972	2,972	3%
Pt Hudson - Nightly Guest	198,751	208,784	269,448	264,804	271,954	7,150	3%
Pt Hudson - Electric	6,292	7,160	6,368	24,418	29,302	4,884	20%
Pt Hudson - Electric KWH Charges	11,192	2,802	5,003	9,255	15,000	5,745	62%
City Pier & Union Wharf Usage							
Union Wharf - Cruise Ship Garbage							
Pt Hudson - Monthly R.V.	78,662	72,484	63,499	75,191	77,221	2,030	3%
Pt Hudson - Nightly R.V.	382,320	475,210	470,871	465,000	477,556	12,556	3%
Pt Hudson - RV Cancellation Fee	-	-	8,306	-	7,500	7,500	-
Pt Hudson - Kayak Racks	16,480	14,963	20,767	21,020	21,591	571	3%
Pt Hudson - Reservation Fee	43,937	51,309	73,649	60,000	75,000	15,000	25%
Pt Hudson - Showers	5,983	6,091	5,519	6,049	6,211	162	3%
Pt Hudson - Laundry	8,108	7,488	9,626	6,415	9,000	2,585	40%
Pt Hudson - Keys & Fobs	-	276	22	200	208	8	4%
Pt Hudson - Passenger Fee	20,595	27,186	33,977	45,000	46,217	1,217	3%
Pt Hudson - Promotional Sales	1,328	1,239	3,672	1,227	3,600	2,373	193%
Pt Hudson - Miscellaneous Rev	6,087	210	12,236	1,559	1,601	42	3%
Pt Hudson - Enviro Clean-up	-	-	-	-	-	-	-
Total Operating Revenues	\$ 1,512,136	\$ 1,543,207	\$ 1,823,946	\$ 1,907,056	\$ 2,099,317	\$ 192,261	10%
OPERATING EXPENSES							
Point Hudson Salaries & Wages	167,072	173,598	193,127	227,606	260,000	32,394	14%
Point Hudson Payroll Taxes	19,904	25,427	28,275	28,048	28,046	(2)	0%
Point Hudson Employee Benefits	45,943	54,365	55,736	59,589	61,200	1,611	3%
Uniform Expense	987	1,496	600	800	801	1	0%
PH Prop Salaries & Wages	21,825	16,767	17,550	20,747	24,000	3,253	16%
PH Prop Payroll Taxes	2,079	1,337	1,403	4,888	4,887	(1)	0%
PH Prop Employee Benefits	6,771	5,213	5,058	7,988	7,896	(92)	-1%
Maint Salaries & Wages	124,710	107,677	137,491	136,886	153,000	16,114	12%
Maint Payroll Taxes	16,442	16,638	21,222	15,521	21,312	5,791	37%
Maint Employee Benefits	38,999	33,538	39,524	36,825	40,056	3,231	9%
Enviro Salaries & Wages	2,714	3,390	3,285	4,571	7,837	3,266	71%
Enviro Payroll Taxes	2,676	3,111	3,244	592	3,588	2,996	506%
Enviro Employee Benefits	842	1,052	940	-	1,020	1,020	-
Contract Services	27,690	58,332	38,223	25,786	62,201	36,415	141%
Insurance	71,013	111,620	120,224	121,777	125,430	3,653	3%
Facilities & Operations	141,168	94,273	129,609	102,122	128,595	26,473	26%
Utilities	212,825	209,680	214,606	212,535	256,207	43,672	21%
Marketing & Advertising	14,194	22,975	20,229	23,048	26,142	3,094	13%
Travel & Training	1,222	88	179	1,868	1,962	94	5%
2015 LTGO Principal & Int pmts	551,200	546,500	-	551,050	-	(551,050)	-100%
Maintenance Alloc.	-	-	-	-	156,198	156,198	-
General & Administrative	273,774	167,138	448,668	483,620	522,596	38,976	8%
Total Operating Expenses	\$ 1,744,049	\$ 1,654,215	\$ 1,479,193	\$ 2,065,865	\$ 1,892,974	\$ (172,891)	-8%
NET OPERATING INCOME	\$ (231,913)	\$ (111,008)	\$ 344,753	\$ (158,809)	\$ 206,343	\$ 365,152	-230%
Net Operating Income w/o debt	319,287	435,492	344,753	392,241	206,343	(185,898)	-47%

* 2015 LTGO debt paid in full July 1 2025



Herb Beck Marina, Quilcene

Description: At the south end of Linger Longer Road on the west shore of Quilcene Bay, the Port owns about 50 acres of waterfront and uplands. The major tenant is Coast Seafoods (Pacific Shellfish), which operates a large shellfish hatchery and processing facility. The Herb Beck Marina (formerly Quilcene Boat Haven) primarily provides permanent moorage to accommodate about 50 small vessels. The marina's small manmade harbor also has a boat launch ramp which, along with the docks and floats is slated to be replaced over the next three years. In 2008 the Port replaced the site's septic system and sized it with extra capacity for future industry and possible expanded RV use. Parking and restroom facilities are provided next to the only warm water swimming beach in the county.

Revenue: Revenue is expected to increase by \$13,934 over the 2025 Budget. Increased revenues are related to the annual rate adjustment as well as the budget for the recreational ramp fees.

Expenses: Total operating expenses, when compared to the 2025 Budget, are estimated to increase by \$39,718. Increased expenses are due to salaries and benefits, general & administrative costs, maintenance costs, contract services, general liability, property, and marina insurance, and repair & maintenance costs.

Net Operating Income: The 2026 budget estimates a negative Net Operating Income of \$61,097. The Net Operating Income will be subsidized by the newly established Property Tax reserve account, to cover the expenses that exceed actual revenues.





Quilcene

	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2026 Bdgt- 2025 Bdgt Variance	% incr.
OPERATING REVENUES							
Quilcene - Lease Revenue	70,832	76,306	81,981	84,968	89,000	4,032	5%
Quilcene - Permanent Moorage	67,435	74,118	62,047	73,272	75,252	1,980	3%
Quilcene - Liveaboard Fee	-	271	-	-	-	-	
Quilcene - Nightly Moorage	1,878	6,380	6,564	4,180	4,296	116	3%
Quilcene - Showers	2,262	2,152	2,491	2,812	2,889	77	3%
Quilcene - Reservations	198	-	-	-	-	-	
Quilcene - Miscellaneous Revenue	980	158	125	200	206	6	3%
Quilcene - Water	11,274	8,732	10,074	12,922	15,508	2,586	20%
Quilcene - Electric	2,653	1,785	2,048	2,371	2,721	350	15%
Quilcene - Recreational Ramp Fees	11,622	10,026	10,294	-	10,000	10,000	
Quilcene - Commercial Use Fees	5,030	5,400	1,300	-	2,500	2,500	
Quilcene - Empty Trailer Parking	687	945	924	1,200	120	(1,080)	-90%
Quilcene - Kayak Racks	254	-	-	-	-	-	
Total Operating Revenues	\$ 175,104	\$ 186,274	\$ 177,848	\$ 181,925	\$ 202,492	\$ 20,567	11%
OPERATING EXPENSES							
Quilcene Salaries & Wages	37,156	59,495	61,086	73,500	75,000	1,500	2%
Quilcene Payroll Taxes	4,615	8,145	8,709	10,949	10,950	1	0%
Quilcene Employee Benefits	11,632	18,474	17,582	23,500	23,231	(269)	-1%
Quilcene Uniforms	710	328	300	300	300	-	0%
Maint Salaries & Wages	10,771	5,745	9,811	12,296	10,000	(2,296)	-19%
Maint Payroll Taxes	1,336	796	1,370	1,591	1,586	(5)	0%
Maint Employee Benefits	3,511	1,796	2,761	3,639	3,595	(44)	-1%
Enviro Salaries & Wages	614	471	789	762	900	138	18%
Enviro Payroll Taxes	83	65	122	98	120	22	22%
Enviro Employee Benefits	187	149	228	225	240	15	7%
Contract Services	8,240	17,372	8,481	10,717	12,204	1,487	14%
Insurance	9,691	11,169	11,794	11,941	12,299	358	3%
Facilities & Operations	25,018	17,691	14,119	15,195	21,018	5,823	38%
Utilities	13,534	15,704	16,737	16,339	19,754	3,415	21%
Marketing & Advertising	4,597	8,593	10,877	5,294	6,594	1,300	25%
Travel & Training	219	320	59	311	324	13	4%
Maintenance Alloc.	-	-	-	-	15,066	15,066	
General & Administrative	28,481	21,983	43,332	45,498	50,408	4,910	11%
Total Operating Expenses	\$ 160,395	\$ 188,297	\$ 208,155	\$ 232,154	\$ 263,589	\$ 31,435	14%
NET OPERATING INCOME	\$ 14,710	\$ (2,023)	\$ (30,307)	\$ (50,229)	\$ (61,097)	\$ (10,868)	22%





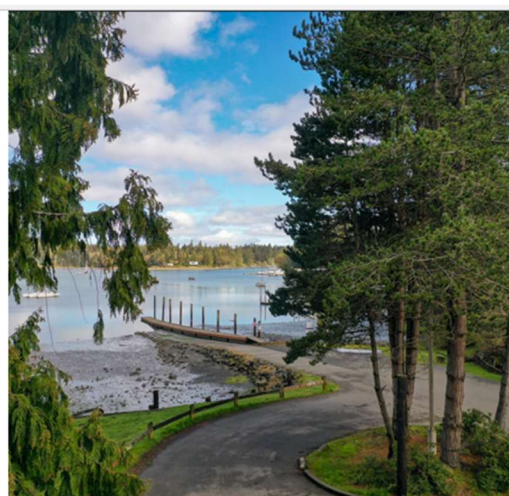
Water Access

Description: The Port owns and operates three boat launch ramps outside of its Quilcene and Port Townsend marinas. They are located at Gardiner on the western shore of Discovery Bay, at the southern end of Mats Mats Bay (a small embayment north of Port Ludlow), and at Port Hadlock on Port Townsend Bay. The Gardiner ramp provides access to an extensive salmon sport fishing area in Discovery Bay and is being fully renovated in 2025. The launch facilities at Mats Mats include a 150-foot loading float and a paved parking lot for about seven vehicles and trailers. The Port Hadlock ramp is adjacent to the Northwest School of Wooden Boatbuilding's Heritage Campus, and the launch facilities include a timber pier and two loading floats. In addition, Union Wharf and City Dock provide access and tie up for vessels.

Revenue: Revenue is expected to increase by \$18,992 over the 2025 Budget. Increased revenues are related to the annual rate adjustment including increased docking fees for cruise ships.

Expenses: Total operating expenses, when compared to the 2025 Budget, are estimated to increase by \$21,843. Increased expenses are due to salaries and benefits, general & administrative costs, maintenance costs, contract services, general liability, property, and marina insurance, and repair & maintenance costs.

Net Operating Income: The 2026 budget estimates a Net Operating Income of \$90,210, a net increase of \$21,843.





Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025

Water Access

	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2026 Bdgt- 2025 Bdgt Variance	% incr.
OPERATING REVENUES							
Ramp Fees	41,192	40,191	38,159	54,175	61,582	7,407	14%
City Pier & Union Wharf Usage	19,157	20,897	23,754	28,000	40,000	12,000	43%
Union Wharf - Cruise Ship Garbage	1,039	1,458	559	1,175	500	(675)	-57%
PTBH - Commercial Use Fees	7,030	3,990	9,660	8,000	8,217	217	3%
Dinghy Float Revenue	1,093	1,636	870	1,557	1,600	43	3%
Total Operating Revenues	\$ 69,511	\$ 68,172	\$ 73,002	\$ 92,907	\$ 111,899	\$ 18,992	20%
OPERATING EXPENSES							
Ramps Salaries & Wages	3,516	5,475	10,500	9,000	10,000	1,000	11%
Ramps Payroll Taxes	472	841	1,627	1,251	1,600	349	28%
Ramps Employee Benefits	1,118	1,707	3,037	2,448	3,672	1,225	50%
Maint Salaries & Wages	6,431	7,402	4,173	9,222	6,000	(3,222)	-35%
Maint Payroll Taxes	813	1,044	598	1,194	600	(594)	-50%
Maint Employee Benefits	1,860	2,311	1,204	2,729	1,224	(1,505)	-55%
Enviro Salaries & Wages	1,795	2,787	3,660	3,809	3,600	(209)	-5%
Enviro Payroll Taxes	242	415	561	493	492	(1)	0%
Enviro Employee Benefits	542	866	1,053	1,128	1,119	(9)	-1%
Contract Services	3,159	4,084	4,907	3,116	7,500	4,384	141%
Insurance	7,439	11,009	8,673	8,701	8,962	261	3%
Facilities & Operations	11,726	3,958	2,604	4,275	3,619	(656)	-15%
Utilities	4,837	3,753	3,353	4,112	4,518	406	10%
Marketing & Advertising	300	1,202	1,050	1,246	1,284	38	3%
Maintenance Alloc.	-	-	-	-	8,289	8,289	
General & Administrative	8,894	3,930	11,710	15,645	27,731	12,086	77%
Total Operating Expenses	\$ 53,145	\$ 50,783	\$ 58,710	\$ 68,367	\$ 90,210	\$ 21,843	32%
NET OPERATING INCOME	\$ 16,366	\$ 17,388	\$ 14,291	\$ 24,540	\$ 21,689	\$ (2,851)	-12%





Jefferson County International Airport (JCIA)

Description: Begun by the US Army in 1920 as a grass strip at “Station Prairie” four miles southwest of Port Townsend, the JCIA is the county’s only general aviation airport. It was originally developed as an auxiliary military training field prior to World War II and was transferred first to Jefferson County and then to the Port in 1959. In 1990, the FAA funded construction of a 3,000 foot long, 75-foot-wide runway and supporting taxiway. Until that time, JCIA was the only international airport in the lower 48 states without a paved runway.

The Port has more than doubled its initial landholding at JCIA to 316 acres, and in 2020 the original paved runway was completely reconstructed.

Airport tenants offer a wide range of aviation support services, including aircraft rentals, flight instruction, aviation fuel, airframe and power plant maintenance and repair, and a restaurant. The Airport is both home to and a popular destination for recreational pilots and is an international airport of entry, used frequently by Canadian pilots. More than 154 aircraft are presently based at JCIA. Private developers began construction in 2007 on 8 new hangar sites. Today, JCIA hosts 20 separate hangar buildings with 133 individual units, along with seven individual “T-Hangar” pads. In 2008 the Port Townsend Aero Museum opened its doors at JCIA, with a mission devoted to preserving the Pacific Northwest’s aviation heritage and the future of flight.

In 2008, Jefferson County rezoned 24-acres of Port-owned land south of the runway for non-aviation-related light industrial development. This zoning was expanded to include a further 43.5 acres of Port-owned land (67.5 acres total) in 2024. Planning and development of this rural light industrial park is presently underway, and 12-acres have already been leased for industrial wood processing activities and the sale of products manufactured on-site.

Revenue: Revenue is expected to increase by \$244,412 over the 2025 Budget. Increased revenues are primarily related to the new fueling service center anticipated to open Spring 2026. Also included are increases related to the annual rate adjustments.

Expenses: Total operating expenses, when compared to the 2025 Budget, are estimated to increase by \$273,922. Increased expenses are primarily due to the new fueling service center but also include increases for salaries and benefits, general & administrative costs, maintenance costs, contract services, general liability, property, and marina insurance, and repair & maintenance costs.

Net Operating Income: The 2026 budget estimates a negative Net Operating Income of \$55,617. The Net Operating Income will be subsidized by the newly established Property Tax reserve account, to cover the expenses that exceed actual revenues.





Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025

Jefferson County International Airport (JCIA)

	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2026 Bdgt- 2025 Bdgt Variance	% incr.
OPERATING REVENUES							
JCIA - Lease Revenue	116,958	128,490	145,636	178,050	260,000	81,950	46%
JCIA - Hangar Revenue	38,890	40,502	44,138	45,452	50,000	4,548	10%
JCIA - Fuel Lease Revenue	2,054	2,016	2,438	2,086	2,128	42	2%
JCIA - Fuel Sales Revenue	-	-	-	-	156,250	156,250	
JCIA - Electric	1,220	-	-	-	-	-	
JCIA - Vehicle Parking Revenue	800	1,420	80	1,402	1,439	37	3%
JCIA - Aircraft Parking	1,588	4,539	3,894	2,642	4,200	1,558	59%
JCIA - Miscellaneous Revenue	4,746	755	1,062	905	932	27	3%
Total Operating Revenues	\$ 166,256	\$ 177,722	\$ 197,248	\$ 230,537	\$ 474,949	\$ 244,412	106%
OPERATING EXPENSES							
JCIA Salaries & Wages	13,944	15,982	14,437	17,150	17,500	350	2%
JCIA Payroll Taxes	1,682	2,201	1,967	1,900	1,900	-	0%
JCIA Employee Benefits	4,364	4,974	4,162	5,823	5,761	(62)	-1%
JCIA Fuel Salaries & Wages	-	-	-	-	10,000	10,000	
JCIA Fuel Payroll Taxes	-	-	-	-	2,000	2,000	
JCIA Fuel Employee Benefits	-	-	-	-	1,000	1,000	
Maint Salaries & Wages	30,228	35,146	38,695	43,035	42,000	(1,035)	-2%
Maint Payroll Taxes	3,762	5,062	5,660	5,571	6,000	429	8%
Maint Employee Benefits	9,353	10,853	11,039	12,735	12,588	(147)	-1%
Enviro Salaries & Wages	2,331	2,435	2,984	3,818	3,600	(218)	-6%
Enviro Payroll Taxes	313	364	457	493	488	(5)	-1%
Enviro Employee Benefits	715	756	855	1,128	1,119	(9)	-1%
Contract Services	21,120	21,176	15,679	14,836	19,500	4,664	31%
Insurance	40,487	50,376	63,098	64,160	76,085	11,925	19%
JCIA Fueling Operations	2,480	276	-	-	133,471	133,471	
Facilities & Operations	13,660	11,106	22,738	11,702	23,793	12,091	103%
Utilities	15,101	14,431	15,511	15,394	18,634	3,240	21%
Marketing & Advertising	-	-	1,271	1,246	1,557	311	25%
Maintenance Alloc.	-	-	-	-	35,338	35,338	
General & Administrative	28,465	21,447	53,219	57,655	118,232	60,577	105%
Total Operating Expenses	\$ 188,005	\$ 196,585	\$ 251,771	\$ 256,644	\$ 530,566	\$ 273,922	107%
NET OPERATING INCOME	\$ (21,749)	\$ (18,862)	\$ (54,524)	\$ (26,107)	\$ (55,617)	\$ (29,510)	113%





Short's Farm Property

Description: In the summer of 2023, the Port acquired the 253-acre Short's Family Farm in Chimacum, one of the largest contiguous agricultural land holdings in the County. The Commission authorized the purchase of the farm with the objective of developing and maintaining infrastructure and establishing uses of the property that will help sustain and expand agriculture in Jefferson County.

In purchasing and managing the farm, the Port's central objective is to strengthen the agricultural sector of our local economy and support the health of our local food system.

Since purchasing the farm, the Port has focused on addressing critical maintenance issues (e.g., electrical upgrades, improving drainage by removing reed canary grass in the creek, water line and pump improvements, etc.), and entering into short-term lease agreements to put the land and farm buildings back into active agricultural use. By spring of 2024, the Port had leased more than half of the acreage, mainly for livestock, hay and crops, as well as a few farm buildings. Because two salmon-bearing creeks traverse the property, the farm also presents an unprecedented opportunity for the Port to improve habitat conditions for migratory fish.

Revenue: Revenues for the 2026 Budget are estimated at \$48,300, similar to 2025 Budget. The operating revenues include lease revenues for the farm structures, agricultural land and WDFW use license fees.

Expenses: Total operating expenses, when compared to the 2025 Budget, are estimated to increase by \$63,287. Increased expenses are primarily due to the addition of a permanent farm laborer position as well as a part-time temporary farm workers plus increased budget for maintenance staff to address deferred maintenance of the property. In addition to the operational budget, capital work is planned for the farmhouse remodel as well as other capital projects around the farm.

Net Operating Income: The 2026 budget estimates a negative Net Operating Income of \$55,617. The Net Operating Income will be subsidized by the newly established Property Tax reserve account, to cover the expenses that exceed actual revenues.





Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025

Short Farm Property

	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2026 Bdgt- 2025 Bdgt Variance	% incr.
OPERATING REVENUES							
SHORT FARM - AG Leases	-	-	2,113	7,500	15,000	7,500	100%
SHORT FARM - Bldg Lease / Rental	-	-	454	-	6,000	6,000	
SHORT FARM - Land Lease / Rental	-	-	3,717	-	18,000	18,000	
SHORT FARM - Leases	-	-	-	30,000	-	(30,000)	-100%
SHORT FARM - WDFW License Fee	-	-	-	10,000	9,000	(1,000)	-10%
SHORT FARM - Electric	-	-	-	-	300	300	
Total Operating Revenues	\$ -	\$ -	\$ 6,284	\$ 47,500	\$ 48,300	\$ 800	2%
OPERATING EXPENSES							
SALARIES & WAGES: SHORT	-	-	8,882	83,400	75,000	(8,400)	-10%
PAYROLL TAXES: SHORT	-	-	1,248	18,000	7,500	(10,500)	-58%
EMPLOYEE BENEFITS: SHORT	-	-	2,491	8,940	20,400	11,460	128%
REPAIR/MAINT SALARIES-SHORT	-	-	37,330	12,000	48,000	36,000	300%
REPAIR/MAINT TAXES-SHORT	-	-	5,303	1,800	10,000	8,200	456%
REPAIR/MAINT BENEFITS: SHORT	-	-	10,536	4,000	18,360	14,360	359%
ENVIRO SALARIES-SHORT FARM	-	-	2,821	3,809	4,026	217	6%
ENVIRO TAXES-SHORT FARM	-	-	426	493	493	-	0%
ENVIRO BENEFITS-SHORT FARM	-	-	819	1,128	1,128	-	0%
Contracted Services: SHORT FARM	-	-	471	7,500	15,000	7,500	100%
OPERATING SUPPLIES-SHORT FARM	-	-	2,198	6,000	-	(6,000)	-100%
INSURANCE: SHORT	-	-	1,450	15,806	22,000	6,194	39%
UTILITIES - ELECTRIC: SHORT	-	-	988	2,595	3,112	517	20%
Maintenance Alloc.	-	-	-	-	3,594	3,594	
General & Administrative	-	-	-	11,879	12,024	145	1%
Total Operating Expenses	\$ -	\$ -	\$ 74,963	\$ 177,350	\$ 240,637	\$ 63,287	36%
NET OPERATING INCOME	\$ -	\$ -	\$ (68,678)	\$ (129,850)	\$ (192,337)	\$ (62,487)	48%





Maintenance – General

Description: The Port's Maintenance department is responsible for maintaining Port facilities located at Boat Haven, Point Hudson, JCIA, Quilcene, Port Hadlock, Mats Mats, Gardiner, City Dock, Union Wharf and the 253 Acre Short's Farm as well as the completing maintenance on the Port's vehicle and equipment fleet. In addition to regular maintenance, the maintenance department supports capital project work and has completed many renovation and preservation projects around the Port.

Expenses: Most of the Port's Maintenance department activity is recorded to the Port department in which the maintenance work is performed. Maintenance costs not tied to a specific department or capital projects are included here under Maintenance - General. Variances between the 2026 budget and 2025 budget show year-to-year activity variances for non-specific departmental maintenance activity. It is anticipated the 2026 budget in Maintenance will increase by 17% increase in overall spending. Increased spending is related to completing deferred maintenance improvements of the Port's infrastructure. Maintenance costs are distributed to the operational units based on YTD revenues.





Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025

Maintenance - General

	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2026 Bdgt- 2025 Bdgt Variance	% incr.
OPERATING EXPENSES							
Salaries & Wages	226,207	243,158	330,217	305,325	350,000	44,675	15%
Payroll Taxes	22,234	25,230	36,474	36,909	39,000	2,091	6%
Employee Benefits	71,178	76,585	95,296	82,384	96,900	14,516	18%
Uniform Expense	9,466	5,877	8,606	5,220	5,244	24	0%
Contract Services	1,314	1,757	1,995	3,406	9,000	5,594	164%
Insurance	30,774	13,317	18,952	17,884	18,421	537	3%
Facilities & Operations	122,217	133,031	126,252	134,923	169,933	35,010	26%
Utilities	7,137	9,293	7,190	11,079	13,327	2,248	20%
Advertising (legal)	-	2,028	285	311	321	10	3%
Travel & Training	3,176	1,226	1,222	1,848	1,940		5%
Maintenance Allocation	-	-	-	-	(704,086)	(704,086)	
Total Operating Expenses	493,703	511,504	626,489	599,289	-	\$ (599,289)	-100%





Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025

Administration

The Port's administration consists of the Commission, Executive Director and staff, engineering department and accounting department. Prior to 2024, engineering expenses were included in the executive budget. Administration provides overall support to the operations and capital work of the Port. The General and Administrative costs are distributed to the operational units based on YTD revenues. Time and materials spent on capital are directly charged to individual projects and the costs are reflected in the capital budget.

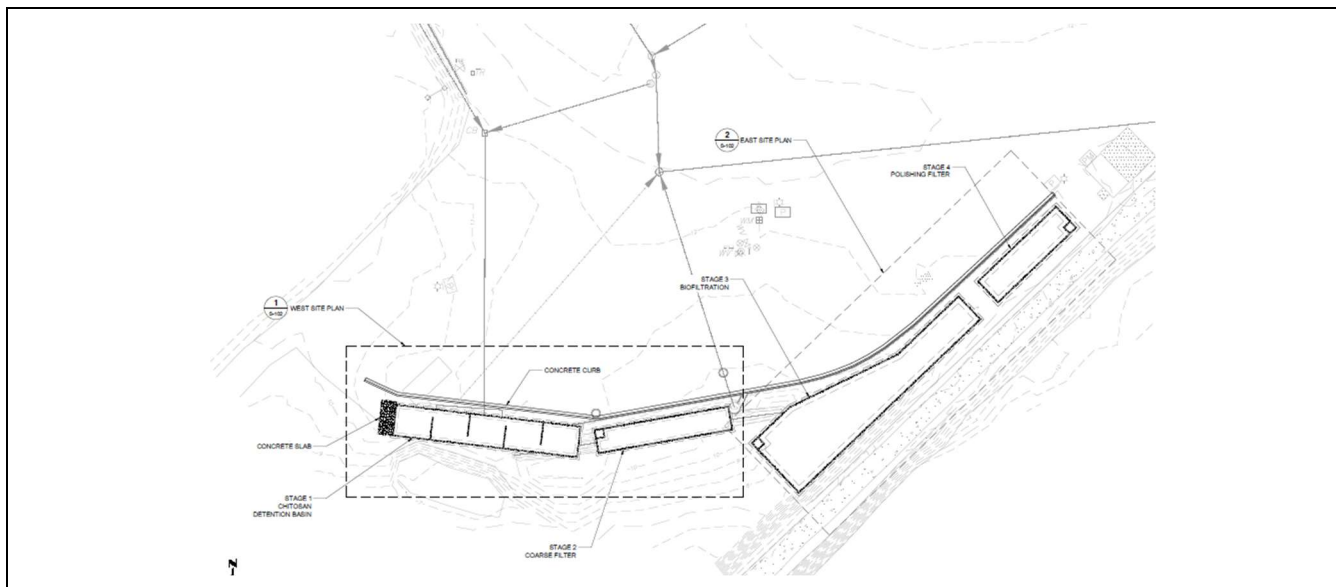
	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget	2026 Bdgt- 2025 Bdgt Variance	% incr.
OPERATING EXPENSES							
Acctg Salaries & Wages	352,916	394,612	480,347	559,742	562,000	2,258	0%
Acctg Payroll Taxes	27,702	31,107	37,924	72,460	72,465	5	0%
Acctg Employee Benefits	117,174	138,488	153,685	165,634	163,740	(1,894)	-1%
Exec Salaries & Wages	432,038	503,543	428,568	527,976	450,000	(77,976)	-15%
Exec Payroll Taxes	30,843	35,851	29,342	68,347	48,000	(20,347)	-30%
Exec Employee Benefits	140,318	152,566	121,161	156,234	159,120	2,886	2%
Comm Salaries & Wages	73,762	77,042	49,078	87,078	75,000	(12,078)	-14%
Comm Payroll Taxes	5,742	6,008	6,246	11,272	7,200	(4,072)	-36%
Comm Employee Benefits	22,887	24,027	22,255	25,768	25,474	(294)	-1%
Eng Salaries & Wages	-	-	131,398	-	200,000	200,000	
Eng Payroll Taxes	-	-	11,082	-	15,000	15,000	
Eng Employee Benefits	-	-	40,825	-	44,556	44,556	
Contract Services	162,607	206,105	168,309	233,524	229,699	(3,825)	-2%
Legal Expense	49,388	38,737	34,386	37,500	40,560	3,060	8%
Insurance	36,030	11,306	8,907	8,935	9,204	269	3%
Audit Expense	6,798	32,528	39,724	42,000	46,200	4,200	10%
Facilities & Operations	44,303	47,986	49,854	50,151	63,686	13,535	27%
Utilities	13,533	15,434	13,535	16,118	19,335	3,217	20%
Marketing & Advertising	27,402	54,503	47,612	37,196	55,229	18,033	48%
Travel & Training	58,003	57,534	54,617	73,582	86,445	12,863	17%
Community Relations	1,276	15,649	49,137	55,014	66,413	11,399	21%
General & Administrative	(1,223,177)	(876,710)	(2,024,219)	(2,248,079)	(2,439,326)	(191,247)	9%
Total Operating Expenses	\$ 379,544	\$ 966,315	\$ (46,228)	\$ (19,550)	\$ -	\$ 19,550	-100%



2026 CAPITAL BUDGET

Overview

Capital projects maintain, improve, and create new infrastructure within the Port. The Port has been successful in obtaining grant funding for capital projects and we will continue to look for funding assistance whenever feasible. We have 29 planned projects in various stages of development in the 2026 budget, amounting to \$18,084,164 in capital expenditures and approximately \$2,714,000 in unsecured funding. We have \$6,273,460 in funding from Federal, State, and Local grants. If a project can be funded through rents or on a reimbursement basis and will break even or better with the current fiscal year, it may be considered. The following is a summary of the 2026 budgeted projects.





2026 CAPITAL PROJECT SCOPE

Boat Haven

Boat Haven Main Breakwater Repair

The eastern 580 feet of the main breakwater at Boat Haven was originally constructed in 1935. Portions of this section of breakwater suffered considerable damage during a storm on December 20, 2018, that requires repair. Federal permits have been issued, and the Port successfully secured an \$800,000 grant from the Maritime Administration (USDOT) through their Port Infrastructure Development Program (PIPD). Repair construction is planned for 2026 and is estimated to cost \$2,800,000, with Port match comprised by funding from the Boat Haven Capital Reserve, Industrial Development District Levy, and mitigation credits earned through the removal of creosote piles that were a part of the old Point Hudson Breakwater structure.

Marina Dredging

The Marina Dredge project aims to dredge select areas of the Boat Haven Marina to maintain navigational access. Dredging will occur along the south edge of the navigation channel near the entrance by New Day Fisheries, near the 300-ton and 75-ton haul-out piers, and along the inside corner of the breakwater near the linear dock.

Sea Level Rise Project

In 2024 and 2025, the Port worked with KPFF Consulting to complete 10% preliminary design plans with the expectation of submitting a grant application for Building Resilience in Communities (BRIC) through FEMA in hopes of securing funding for design and construction. In 2025, the BRIC program was cancelled. The money programmed in 2026 has been allocated to allow Port staff to pursue other potential funding opportunities to advance design and construction.

The Sea Level Rise Project aims to provide protection for Boat Haven and the low-lying "Flats District" from the bluff west of Boat Haven northeastward to the Port Townsend-Coupeville Ferry from coastal flooding due to king-tides and severe weather



events. The project is to follow the City of Port Townsend's Shoreline Master Program and will aim to incorporate pedestrian access referred to as the "Waterwalk" along the entire project's coastal frontage.

Sims Gateway & North Boatyard Expansion

The boatyard expansion to the northwest and gateway improvements along the south side of Sims Way (SR 20) is a partnership project with the PUD and City to expand the boatyard, improve power infrastructure, and implement the City's Gateway Development Plan. The expansion of the boatyard will provide additional workspace for the marine trades and improve the safety and flexibility of boatyard operations. The project estimates in the Capital Improvement Program are inclusive of City and Port costs only, since the tree removal and power infrastructure improvements are managed by PUD will occur prior to and will be managed separately from yard widening and landscape improvements. The Port's portion of the project is estimated at \$1.37M in 2025. The Port, PUD, and City obtained two separate grants through the County Public Infrastructure Fund (PIF) in 2021 and 2023 for this project, totaling \$1.3M; the Port's portion of this grant is \$450,000, with the balance of the Port's funding obligations covered by IDD reserves.

Boat Haven Stormwater System Improvement

The Boat Haven Boatyard operates under a Boatyard General Stormwater Permit, which establishes specific requirements for treating stormwater runoff from industrial boatyard activities. These requirements are more stringent than the General Stormwater Permits that apply to municipalities in the City and County, and they are updated every five years.

This project is designed to treat boatyard stormwater before it is discharged into Port Townsend Bay to meet permit requirements. The system will provide treatment for more than 31 acres of boatyard area, including 7 acres planned for future expansion. Construction began in 2025 and is anticipated to be completed in 2026.

West Boatyard Expansion

This project aims to expand the boatyard to fill the undeveloped area north of the maintenance yard access road and west of the current boatyard work area to potentially increase the usable yard area up to an additional 4.16 acres. With the help of a Community Economic Revitalization Board (CERB) grant through the WA Department of Commerce planning and stakeholder outreach was completed in 2023. The Port intends to pursue yard expansion in a phased approach, with permitting and design moving forward in 2026 and 2027. During this time, the Port is actively seeking funding for the first phase of construction with the goal of beginning construction in 2027.

Boat Haven Building/Facility Preservation

The buildings and facilities at Boat Haven require regular maintenance and upkeep to ensure they remain viable for marine trade use. This program budgets \$100,000 of funding annually to renovate and refresh these facilities periodically (once every 10 years), with the majority of work performed by Port staff.

Included in this program are the Sperry buildings constructed in the early 1970s. Due to their moderate to substantial condition issues, their repair has been prioritized through 2027, with an estimated two buildings addressed each year. The Sperry building repairs and renovations will be covered by IDD levy funds and are estimated to cost \$50,000 in 2026.

Yard Electrical Upgrades

This project aims to improve electrical service to support marine trades at Boat Haven. The improvements include, but are not limited to, more receptacles, larger amp circuits, additional access to 240-volts circuits, and access to 3-phase 240/480 power.

Puget Sounds to Pacific (PS2P) Trail Project (planning only)

The Port of Port Townsend is a co-recipient along with 13 other jurisdictions of the RAISE grant for the Puget Sound to Pacific Trail from Kitsap County to Neah Bay. The Port has received planning dollars for pre-design work for two segments: J-282, known as the "Larry Scott Trail Spur" between the boatyard and the Haines Place Park and Ride facility, and J-284, the segment of trail connecting Boat Haven with the Washington State Ferry Terminal. The grant award amounts for the two segments are \$250,000 and \$300,000, respectively



Point Hudson

Building/Facility Preservation & Energy Efficiency Improvement Project

As outlined in the Point Hudson Rehabilitation Plan (2020), this program is dedicated to the restoration of Point Hudson's original Quarantine and Naval Station buildings. This rehabilitation includes, but is not limited to indoor air quality, heat pump air conditioning and heating, barrier-free accessibility, interior finishes, plumbing and electrical upgrades and energy efficiency, including decarbonization.

Point Hudson Roof Replacement/Weatherization

Using Heritage Capital Project grant funding from the State of Washington, this project will replace existing asbestos-cement shingle and asphalt shingle roofing, nearing the end of their service life, for nine buildings on the north and east side of the Point Hudson harbor. The project, which will result in standing seam metal roof protection for the nine buildings, includes asbestos remediation and re-installation of gutters, downspouts, and other architectural features.

Sail Loft Building Structural Repairs

The Sail Loft Building, also known as the Armory Building, or historically as the Signal Tower Building, needs structural repairs focused on the building's foundation systems and the overhead door structural support at the south wall of the building. A structural engineer has been enlisted to evaluate the structure and to recommend design solutions to be packaged into a project to be constructed by a contractor.

Mariners' Memorial

The Port of Port Townsend in partnership with Port Townsend Foundry and other community partners plans to install a memorial honoring Jefferson County residents lost at sea. The project fulfills a vision long held by retired marine trades professional Bernie Arthor. The Mariners' Memorial is planned to be installed at the Point Hudson breakwater walkway.

Jefferson County International Airport

Airport Master Plan Update

The airport master plan update is a periodic planning document for JCIA. The last master plan was completed in 2014. The upcoming update will outline the necessary facility improvements for the next 5, 10, and 20 years. This master plan is crucial for securing capital project funding from the Federal Aviation Administration.

Stormwater Management

The Stormwater system at JCIA requires regular capital maintenance. This program budgets funding to repair damaged facilities, replace existing failed infrastructure, or install new facilities necessary to maintain proper airfield drainage. The cost of this work over the next 5 years is estimated at \$25,000 annually and will be performed by Port staff.

Rural Light Industrial Park (24 acres)

This project advances design and permitting for an ecologically friendly, light industrial park on an undeveloped 24-acre parcel of Port-owned land adjacent to the Jefferson County International Airport. Upon completion, the project will provide up to eleven (11) one-acre "pad ready" sites with supporting infrastructure to attract new businesses and to allow existing businesses in our community to expand. The remaining design, engineering, and permitting scheduled for 2026 is estimated at \$75,000 and will advance design plans from 90% to 100%, funded by a PIF grant from Jefferson County. A second PIF grant from Jefferson County is intended to fund road access construction in 2026 with match from the IDD reserve. The Port plans to pursue additional funding for construction with the intention of beginning site development in 2027.

Airport Pilot Center

The Jefferson County International Airport (JCIA) is a Port owned asset. The Pilot Center project will provide transient "fly-in" and local pilots based and JCIA a space to make flight plans, use the bathroom (only a porta-potty is now available) and or wait for transportation to take them to local restaurants, hotels, or shops. The Port plans to build a new pilot center building or site a prefabricated modular building, complete with a septic system, for \$300,000.



Fuel System Improvement

The Port worked with the Pollution Liability Insurance Agency (PLIA) to decommission the underground fuel tank in 2025 which was at the end of its useful life and did not meet current insurance standards. The Port has secured Federal Aviation Administration (FAA) Bipartisan Infrastructure Law (BIL) funding and Airport Improvement Program (AIP) funding to design and construct the replacement above ground fueling system in 2026. The Port will be providing match from the IDD reserve in the amount of \$60,245 after final retroactive reimbursements from FY27 AIP funding.

Airport Wide Pavement Preservation (Crack/Slurry Seal)

This project aims to enhance the longevity and functionality of JCIA pavement infrastructure through targeted preservation efforts. Key activities will include sealing cracks and slurry sealing to prevent water infiltration and further deterioration, which is essential for maintaining the integrity of the pavement surfaces. The project also includes re-striping the taxiway, taxi lanes, and apron.

Quilcene

This project will restore the RV campground in the upland area above the Herb Beck Marina. The campsites will include utility connections (water, septic, power) and will implement low-impact development techniques such as permeable gravel surfacing instead of asphalt pavement at each campsite. Design is scheduled for 2026 and will be performed in house.

Boat Launch & Facility Improvements

The boat launch replacement project at Herb Beck Marina aims to replace the deteriorating existing structure with a new ramp and handling float. The upgraded facility will provide ADA access and improve the ease of use of this facility. Additional upgrades at Herb Beck Marina include renovation of the bathroom facilities, performed by Port staff, and parking lot improvements

Short's Family Farm

Farm Property/Facility Maintenance

This program at the Short's Family Farm maintains and restores structures, facilities, and habitat at the property recently acquired by the Port. Examples of this work include maintenance and restoration of the main farmhouse and barns, site grading, and vegetation management.

Other Capital

Port Equipment/Vehicle Replacement

In 2025, the Port was awarded \$1.33M for a new 75 Ton Electric Travelift, with the first payment installment made in October of 2025. Final payments will be remitted and the Travelift will be constructed and delivered by late 2026. Port match is \$270K coming from the Port Wide Capital Reserve.

Additional planned equipment includes a new (used) dump truck, an excavator and trailer, two (2) used trucks/vans for maintenance team's use on jobsite, a remote controlled mower, and budget for necessary computer replacements/upgrades.



Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025

Additionally, money has been programmed for 2026 to implement an electronic records management system, for which the Port is pursuing a grant for approximately \$30k of the total cost.

Port-Wide – Yard/Parking/RV Resurfacing

This ongoing capital program aims to grade, resurface with gravel, or repave with asphalt various Port-owned properties as part of continued capital asset management. The estimated cost is \$25,000 per year for the next 5 years with funding from unreserved cash balances.

Unplanned / Emergency Repairs

Small Capital Projects

This is a placeholder for small, unidentified projects that may arise during the year and are often performed by Port maintenance staff but may also be performed by hired consultants and contractors. Examples might include replacing the coin-based laundry and shower payment system with a card/phone-based payment system or creating, upgrading the network servers or creating a work order system for maintenance.

Boat Haven Bulkhead Repair/Replacement

In 2022, prolonged king tide events caused the inundation of the Port's Boat Haven bulkhead. Flood waters flooded the upland areas behind the bulkhead, causing the soil to become overly saturated. Then, the tide surge receded piping of the soil behind the bulkhead, resulting in subgrade failures along the bulkhead. This project repairs the marina bulkhead.

Boat Haven Pavement Repair

In 2022, prolonged king tide events caused both surface flooding and supersaturated subsurface conditions at the Boat Haven Marina Parking lot. The Port has monitored the effects of the conditions and has determined damage occurred to sections of the parking lot and subsurface. Damage to the subsurface material has caused the asphalt to settle, creating dips in the parking lot surface. This project repairs the damaged pavement.

City Dock Repair

In 2021, dock support piles, beams, and connections to the decking were damaged at City Dock, causing the entire end section of the facility to sway laterally, compromising the structural integrity of the facility. In October 2024, the Port received a grant from FEMA to complete preliminary engineering to a 40% level for repairs to the damaged dock.

Point Hudson Shoreline Repair

During the federally declared disaster of November 3-8, 2022 (DR 4682), damage was experienced at Point Hudson's shoreline at the marina harbor's eastern, western and northern banks and the shoreline along the Centennial Trail in front of the Commander's Beach House. The Port is working with FEMA to receive Public Assistance (PA) Funds to make the necessary repairs.



Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025





CAPITAL PROJECT COSTS & FUNDING

2026 – 2030 Capital Project Costs

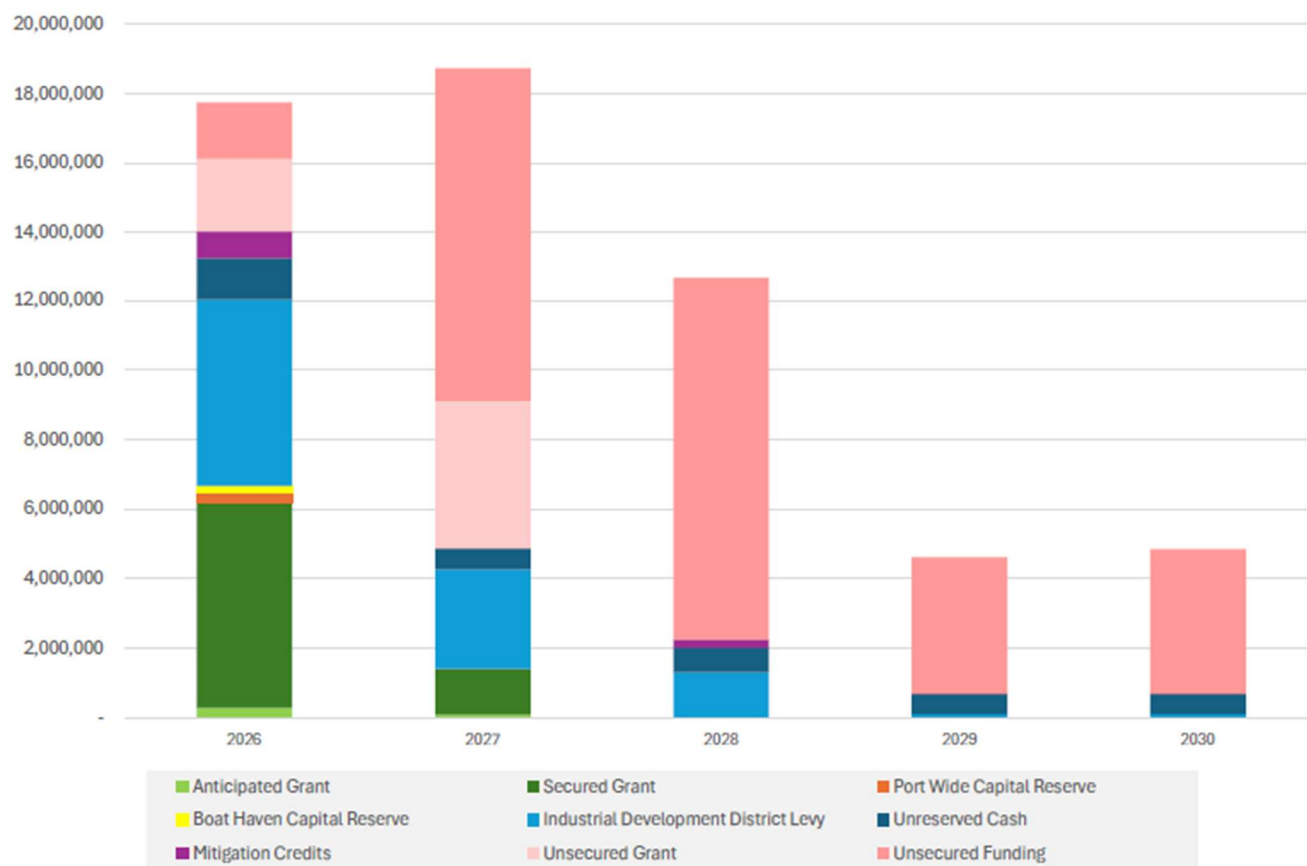
Project	2026	2027	2028	2029	2030	5 Year Total
Boat Haven	8,590,000	6,676,000	200,000	100,000	600,000	16,166,000
Main Breakwater Project	2,800,000	-	-	-	-	2,800,000
Marina Dredging	150,000	550,000	-	-	-	700,000
Sea Level Rise Project	25,000	-	-	-	-	25,000
Sims Gateway & North Boatyard Expansion	1,900,000	-	-	-	-	1,900,000
Stormwater Improvement Project	2,800,000	-	-	-	-	2,800,000
West Boatyard Expansion	705,000	5,370,000	-	-	-	6,075,000
Building/Facility Preservation (Interior Refurbishment, Exterior Improvements)	100,000	100,000	100,000	100,000	100,000	500,000
Yard Electrical Upgrades	100,000	100,000	100,000	-	-	300,000
Puget Sound to Pacific (PS2P) Trail Project	10,000	556,000	-	-	-	566,000
C and D Dock Rehabilitation	-	-	-	-	500,000	500,000
Point Hudson	2,850,000	2,110,000	1,935,000	1,500,000	3,652,000	12,047,000
Cantilevered Esplanade	-	-	-	375,000	3,275,000	3,650,000
Building/Facility Preservation & Energy Efficiency Improvement	645,000	1,110,000	1,285,000	1,125,000	377,000	4,542,000
Roof Replacement/Weatherization (Standing Seam Metal Roof)	2,005,000	-	-	-	-	2,005,000
Sail Loft Building Structural Repairs	100,000	-	-	-	-	100,000
RV Park Upgrades & Restoration	-	1,000,000	650,000	-	-	1,650,000
Mariners' Memorial	100,000	-	-	-	-	100,000
JCIA	2,814,664	3,725,000	3,725,000	25,000	25,000	10,314,664
JCIA Master Plan Update	229,632	-	-	-	-	229,632
Airport Pilot Center	300,000	-	-	-	-	300,000
Stormwater Management	25,000	25,000	25,000	25,000	25,000	125,000
Rural Light Industrial Park (24 acres)	775,000	3,700,000	3,700,000	-	-	8,175,000
Fuel System Improvement	911,133	-	-	-	-	911,133
Pavement Preservation	573,899	-	-	-	-	573,899
Quilcene	1,085,000	1,689,500	2,713,500	-	-	5,488,000
Campground	20,000	-	180,000	-	-	200,000
Marina Dredge, Dock, and Gangway Replacement	-	634,500	2,533,500	-	-	3,168,000
Herb Beck Boat Launch & Facility Improvements	1,065,000	1,055,000	-	-	-	2,120,000
Short's Family Farm	150,000	150,000	150,000	150,000	150,000	750,000
Farm Property/Facility Maintenance	150,000	150,000	150,000	150,000	150,000	750,000
Water Access	-	464,000	1,515,000	212,000	-	2,191,000
Mats Mats Bay Facilities	-	30,000	-	-	-	30,000
Hadlock Dock and Gangway Replacement	-	100,000	637,000	212,000	-	949,000
Union Wharf Electrification & Mooring Dolphins	-	334,000	878,000	-	-	1,212,000
Other	1,590,000	275,000	275,000	275,000	275,000	2,690,000
Port Equipment/Vehicle Replacement	1,565,000	-	-	-	-	1,565,000
Port Wide - Yard/Parking/RV Resurfacing	25,000	25,000	25,000	25,000	25,000	125,000
Port Wide - Dock Renovations & Piling Replacement	-	250,000	250,000	250,000	250,000	1,000,000
Emergency	670,000	3,650,000	2,100,000	2,300,000	100,000	8,820,000
Small Capital Projects	100,000	100,000	100,000	100,000	100,000	500,000
Boat Haven Bulkhead Repair (FEMA DR-4650)	100,000	-	-	-	-	100,000
Boat Haven Pavement Repair (FEMA DR-4650)	20,000	-	-	-	-	20,000
City Dock Repair (FEMA DR-4593)	200,000	500,000	-	-	-	700,000
Mats Mats Bulkhead Repair (FEMA DR-4682)	-	100,000	200,000	1,200,000	-	1,500,000
Point Hudson Marina Revetment Repair (FEMA DR-4682)	-	250,000	1,600,000	-	-	1,850,000
Point Hudson Shoreline Repair (FEMA DR-4682)	250,000	2,600,000	-	-	-	2,850,000
Quilcene Revetment Repair (FEMA DR-4682)	-	100,000	200,000	1,000,000	-	1,300,000
Grand Total	17,749,664	18,739,500	12,613,500	4,562,000	4,802,000	58,466,664



Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025

2026 – 2030 Capital Project Funding Sources

Row Labels	2026	2027	2028	2029	2030	5 Year Total
Anticipated Grant	287,000	93,363	-	-	-	380,363
Secured Grant	5,916,460	1,315,500	-	-	-	7,231,960
Port Wide Capital Reserve	270,000	-	-	-	-	270,000
Boat Haven Capital Reserve	200,000	-	-	-	-	200,000
Industrial Development District Levy	5,371,222	2,864,637	1,303,500	100,000	100,000	9,739,359
Unreserved Cash	1,190,982	606,000	720,000	600,000	600,000	3,716,982
Mitigation Credits	800,000	-	240,000	-	-	1,040,000
Unsecured Grant	2,094,000	4,246,000	(50,000)	(50,000)	(50,000)	6,190,000
Unsecured Funding	1,620,000	9,614,000	10,400,000	3,912,000	4,152,000	29,698,000
Funded Total	14,035,664	4,879,500	2,263,500	700,000	700,000	22,578,664
Funded Percentage	79%	26%	18%	15%	15%	39%
Grand Total	17,749,664	18,739,500	12,613,500	4,562,000	4,802,000	58,466,664

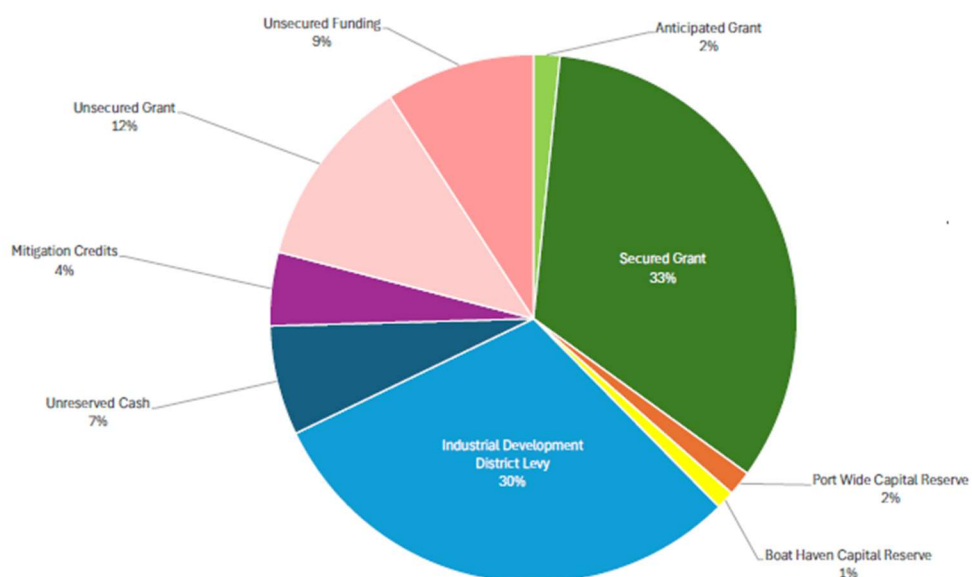
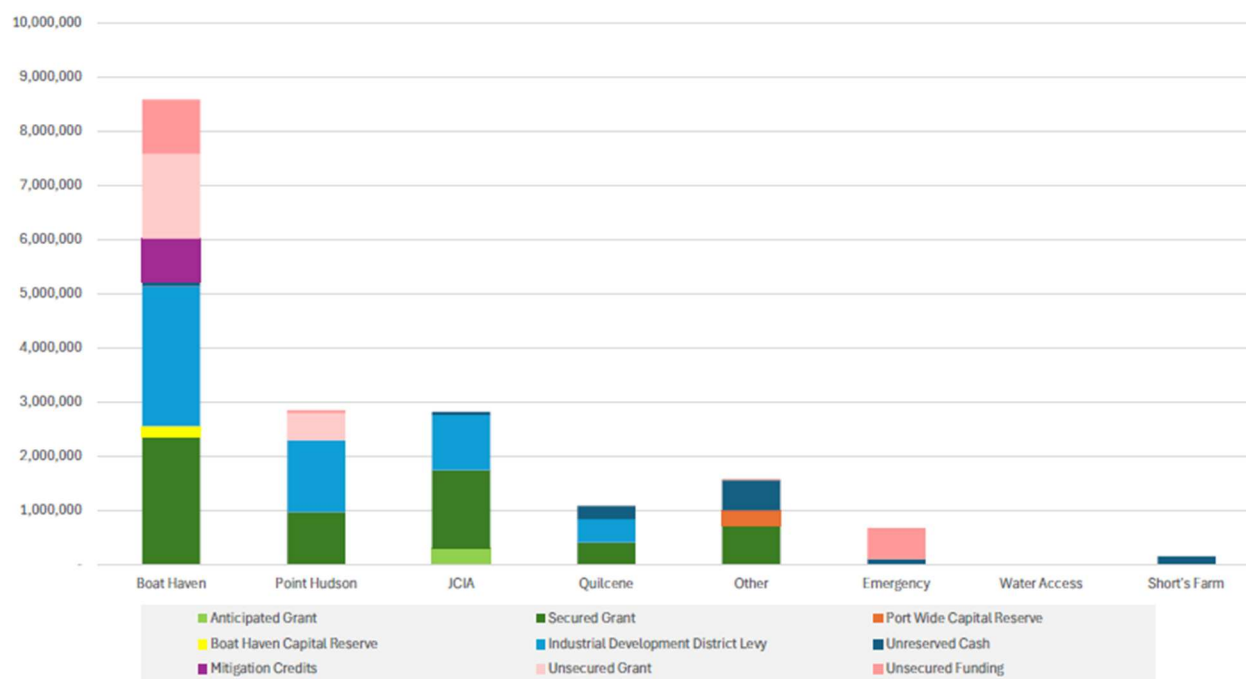




Port of Port Townsend 2026 Operating & Capital Budget, Resolution 860-25, November 12, 2025

2026 Capital Project Funding by Location

Row Labels	Boat Haven	Point Hudson	JCIA	Quilcene	Other	Emergency	Water Access	Short's Farm	2026 Total
Anticipated Grant	-	-	287,000	-	-	-	-	-	287,000
Secured Grant	2,354,000	970,000	1,455,960	406,500	730,000	-	-	-	5,916,460
Port Wide Capital Reserve	-	-	-	-	270,000	-	-	-	270,000
Boat Haven Capital Reserve	200,000	-	-	-	-	-	-	-	200,000
Industrial Development District Levy	2,587,000	1,330,000	1,025,722	428,500	-	-	-	-	5,371,222
Unreserved Cash	85,000	-	45,982	250,000	560,000	100,000	-	150,000	1,190,982
Mitigation Credits	800,000	-	-	-	-	-	-	-	800,000
Unsecured Grant	1,564,000	500,000	-	-	30,000	-	-	-	2,094,000
Unsecured Funding	1,000,000	50,000	-	-	-	570,000	-	-	1,620,000
Funded Total	6,026,000	2,300,000	2,814,664	1,085,000	1,560,000	100,000	-	150,000	14,035,664
Funded Percentage	70%	81%	100%	100%	98%	15%	N/A	100%	79%
Grand Total	8,590,000	2,850,000	2,814,664	1,085,000	1,590,000	670,000	-	150,000	17,749,664





5-YEAR CAPITAL IMPROVEMENT PROGRAM (2026 – 2030)

Project	2026	2027	2028	2029	2030	5 Year Total
Boat Haven	-	-	-	-	-	-
Main Breakwater Project	-	-	-	-	-	-
(CA) Construction Administration	167,000	-	-	-	-	167,000
(CN) Environmental Mitigation	800,000	-	-	-	-	800,000
(CN) Construction	1,833,000	-	-	-	-	1,833,000
(S) Mitigation Credits	(800,000)	-	-	-	-	(800,000)
(S) MARAD PIPD Grant	(800,000)	-	-	-	-	(800,000)
(BH) Boat Haven Capital Reserve	(100,000)	-	-	-	-	(100,000)
(BH) Staff Compensation (Environmental)	(30,000)	-	-	-	-	(30,000)
(BH) Staff Compensation (Engineering)	(70,000)	-	-	-	-	(70,000)
(U) CERB Rural Ports Program	(1,000,000)	-	-	-	-	(1,000,000)
Marina Dredging	-	-	-	-	-	-
(PE) Design	150,000	-	-	-	-	150,000
(CN) Construction	-	550,000	-	-	-	550,000
(IDD) Port Funds	(100,000)	(525,000)	-	-	-	(625,000)
(IDD) Staff Compensation (Engineering)	(50,000)	(25,000)	-	-	-	(75,000)
Sea Level Rise Project	-	-	-	-	-	-
(PL) Planning	25,000	-	-	-	-	25,000
(URC) Port Funds	(25,000)	-	-	-	-	(25,000)
Sims Gateway & North Boatyard Expansion	-	-	-	-	-	-
(PE) Design	20,000	-	-	-	-	20,000
(CA) Construction Administration	117,000	-	-	-	-	117,000
(CN) Construction (Yard Widening, Pathway, Landscaping)	1,763,000	-	-	-	-	1,763,000
(S) Jefferson County PIF Grant 2021 (Port + City)	(213,000)	-	-	-	-	(213,000)
(S) Jefferson County PIF Grant 2023 (City)	(500,000)	-	-	-	-	(500,000)
(IDD) Port Funds	(1,117,000)	-	-	-	-	(1,117,000)
(IDD) Staff Compensation (Engineering)	(70,000)	-	-	-	-	(70,000)
Stormwater Improvement Project	-	-	-	-	-	-
(CN) Construction (Sims Way Component)	2,800,000	-	-	-	-	2,800,000
(S) WA Dept. Commerce ARPA Grant	(200,000)	-	-	-	-	(200,000)
(S) WA Dept. Commerce MTCA Grant	(500,000)	-	-	-	-	(500,000)
(IDD) Port Funds	(1,100,000)	-	-	-	-	(1,100,000)
(U) Unsecured Funding	(1,000,000)	-	-	-	-	(1,000,000)



Project	2026	2027	2028	2029	2030	5 Year Total
West Boatyard Expansion	-	-	-	-	-	-
(PE) Design	705,000	-	-	-	-	705,000
(CA) Construction Administration	-	200,000	-	-	-	200,000
(CN) Construction	-	5,170,000	-	-	-	5,170,000
(S) WA Commerce 2025 Local and Community Projects Grant	(141,000)	(359,000)	-	-	-	(500,000)
(IDD) Port Funds	-	(665,000)	-	-	-	(665,000)
(IDD) Staff Compensation (Engineering)	-	(50,000)	-	-	-	(50,000)
(U) EDA Grant	(564,000)	(4,296,000)	-	-	-	(4,860,000)
Building/Facility Preservation (Interior Refurbishment, Exterior Improvements)	-	-	-	-	-	-
Capital Maintenance	50,000	50,000	50,000	50,000	50,000	250,000
(URC) Staff Compensation (Maintenance)	(16,500)	(16,500)	(16,500)	(16,500)	(16,500)	(82,500)
(URC) Port Funds	(33,500)	(33,500)	(33,500)	(33,500)	(33,500)	(167,500)
Capital Maintenance (Sperry Buildings)	50,000	50,000	50,000	50,000	50,000	250,000
(IDD) Port Funds	(33,500)	(33,500)	(33,500)	(33,500)	(33,500)	(167,500)
(IDD) Staff Compensation (Maintenance)	(16,500)	(16,500)	(16,500)	(16,500)	(16,500)	(82,500)
Yard Electrical Upgrades	-	-	-	-	-	-
(CN) Electrical Upgrades	100,000	100,000	100,000	-	-	300,000
(IDD) Port Funds	(100,000)	(100,000)	(100,000)	-	-	(300,000)
Puget Sound to Pacific (PS2P) Trail Project	-	-	-	-	-	-
(PL) Planning (J282 Segment - Larry Scott Trail to Park & Ride)	5,000	253,000	-	-	-	258,000
(PL) Planning (J284 Segment - Boat Haven to Ferry Terminal)	5,000	303,000	-	-	-	308,000
(S) USDOT FHWA RAISE Program Grant J282	-	(250,000)	-	-	-	(250,000)
(S) USDOT FHWA RAISE Program Grant J284	-	(300,000)	-	-	-	(300,000)
(URC) Port Funds	(10,000)	(6,000)	-	-	-	(16,000)
C and D Dock Rehabilitation	-	-	-	-	-	-
(PE) Design	-	-	-	-	500,000	500,000
(U) Unsecured Funding	-	-	-	-	(500,000)	(500,000)
Point Hudson	-	-	-	-	-	-
Sail Loft Building Structural Repairs	-	-	-	-	-	-
Capital Maintenance	100,000	-	-	-	-	100,000
(IDD) Port Funds	(100,000)	-	-	-	-	(100,000)
RV Park Upgrades & Restoration	-	-	-	-	-	-
(CN) RV Park Restoration (incl. Electrical)	-	500,000	-	-	-	500,000
(CN) Utility Rehabilitations (Mains)	-	500,000	-	-	-	500,000
(CN) Pavement Preservation (Grind & Overlay)	-	-	650,000	-	-	650,000
(U) Unsecured Funding	-	(1,000,000)	(650,000)	-	-	(1,650,000)



Project	2026	2027	2028	2029	2030	5 Year Total
Cantilevered Esplanade	-	-	-	-	-	-
(PE) Design	-	-	-	375,000	-	375,000
(CN) Construction	-	-	-	-	3,275,000	3,275,000
(U) Unsecured Funding	-	-	-	(375,000)	(3,275,000)	(3,650,000)
Building/Facility Preservation & Energy Efficiency Improvement	-	-	-	-	-	-
(CN) Duplex Building Interior Furnishing	65,000	-	-	-	-	65,000
(CN) Annex Building Exterior Improvements (Paint)	20,000	-	-	-	-	20,000
(PE) Commander's Beach House HVAC/DOAS Design	20,000	-	-	-	-	20,000
(CN) Commander's Beach House HVAC/DOAS Installation	170,000	-	-	-	-	170,000
(CN) Commander's Beach House Interior Improvements	175,000	-	-	-	-	175,000
(CN) Commander's Beach House Exterior Improvements (Paint)	45,000	-	-	-	-	45,000
(CN) Hospital Building Exterior Improvements (Paint)	70,000	-	-	-	-	70,000
(CN) Armory Tower/Sail Loft Building Exterior Improvements (Paint)	80,000	-	-	-	-	80,000
(CN) Salish Grill Building Exterior Improvements (Paint)	-	60,000	-	-	-	60,000
(CN) Main Building Exterior Improvements (Paint)	-	80,000	-	-	-	80,000
(CN) PSE Building Exterior Improvements (Paint)	-	20,000	-	-	-	20,000
(CN) Schooner Martha Building Exterior Improvements (Paint)	-	20,000	-	-	-	20,000
(PE) Main Building HVAC/DOAS Design	-	30,000	-	-	-	30,000
(CN) Main Building HVAC/DOAS Installation	-	600,000	-	-	-	600,000
(CN) Main Building Interior Improvements	-	300,000	-	-	-	300,000
(PE) Salish Grill Building HVAC/DOAS Design	-	-	22,500	-	-	22,500
(CN) Salish Grill Building HVAC/DOAS Installation	-	-	180,000	-	-	180,000
(CN) Salish Grill Building Interior Improvements	-	-	215,000	-	-	215,000
(PE) Hospital Building HVAC Design	-	-	22,500	-	-	22,500
(CN) Hospital Building HVAC Installation	-	-	525,000	-	-	525,000
(CN) Hospital Building Interior Improvements	-	-	320,000	-	-	320,000
(PE) Armory Tower/Sail Loft Building HVAC Design	-	-	-	25,000	-	25,000
(CN) Armory Tower/Sail Loft Building HVAC Installation	-	-	-	675,000	-	675,000
(CN) Armory Tower/Sail Loft Building Interior Improvements	-	-	-	425,000	-	425,000
(PE) PSE Building HVAC Design	-	-	-	-	11,500	11,500
(CN) PSE Building HVAC Installation	-	-	-	-	85,000	85,000
(CN) PSE Building Interior Improvements	-	-	-	-	92,000	92,000
(PE) Schooner Martha Building HVAC Design	-	-	-	-	11,500	11,500
(CN) Schooner Martha Building HVAC Installation	-	-	-	-	85,000	85,000
(CN) Schooner Martha Building Interior Improvements	-	-	-	-	92,000	92,000
(DD) Port Funds	(585,000)	(180,000)	-	-	-	(765,000)
(DD) Staff Compensation (Maintenance)	(50,000)	-	-	-	-	(50,000)
(DD) Staff Compensation (Engineering)	(10,000)	-	-	-	-	(10,000)
(U) Unsecured Funding	-	(930,000)	(1,285,000)	(1,125,000)	(377,000)	(3,717,000)



Project	2026	2027	2028	2029	2030	5 Year Total
Roof Replacement/Weatherization (Standing Seam Metal Roof)	-	-	-	-	-	-
(CN) Construction	2,005,000	-	-	-	-	2,005,000
(S) Heritage Capital Projects Grant	(970,000)	-	-	-	-	(970,000)
(IDD) Port Funds	(530,000)	(50,000)	(50,000)	(50,000)	(50,000)	(730,000)
(IDD) Staff Compensation (Engineering)	(5,000)	-	-	-	-	(5,000)
(U) WA Dept of Ecology Asbestos Abatement Loan (50% forgivable)	(500,000)	50,000	50,000	50,000	50,000	(300,000)
Mariners' Memorial	-	-	-	-	-	-
(CN) Memorial	100,000	-	-	-	-	100,000
(IDD) Port Funds	(50,000)	-	-	-	-	(50,000)
(U) Donations	(50,000)	-	-	-	-	(50,000)
JCIA	-	-	-	-	-	-
JCIA Master Plan Update	-	-	-	-	-	-
(PL) Master Plan Update	177,000	-	-	-	-	177,000
(PL) Environmental Wetland Delineation	52,632	-	-	-	-	52,632
(S) FAA AIP Funding (FY24) 90%	(150,300)	-	-	-	-	(150,300)
(S) FAA AIP Funding (FY25) 95%	(50,000)	-	-	-	-	(50,000)
(S) WSDOT Aviation Airport Aid Program Funding (FY24) 5%	(8,350)	-	-	-	-	(8,350)
(URC) Port Funds	(10,982)	-	-	-	-	(10,982)
(URC) Staff Compensation (Engineering)	(10,000)	-	-	-	-	(10,000)
Airport Pilot Center	-	-	-	-	-	-
(CN) Construction	300,000	-	-	-	-	300,000
(IDD) Port Funds	(300,000)	-	-	-	-	(300,000)
Stormwater Management	-	-	-	-	-	-
Stormwater Management	25,000	25,000	25,000	25,000	25,000	125,000
(URC) Staff Compensation (Maintenance)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(125,000)
Rural Light Industrial Park (24 acres)	-	-	-	-	-	-
(PE) Design (90-100%)	75,000	-	-	-	-	75,000
(CN) Construction (Road Access)	700,000	-	-	-	-	700,000
(CN) Construction (Site Development)	-	3,700,000	3,700,000	-	-	7,400,000
(S) Jefferson County PIF Grant (2024; Road Access)	(233,969)	-	-	-	-	(233,969)
(IDD) Port Funds	(531,031)	-	-	-	-	(531,031)
(IDD) Staff Compensation (Engineering)	(10,000)	-	-	-	-	(10,000)
(U) Unsecured Funding	-	(3,700,000)	(3,700,000)	-	-	(7,400,000)



Project	2026	2027	2028	2029	2030	5 Year Total
Fuel System Improvement	-	-	-	-	-	-
(CA) Construction Administration	62,725	-	-	-	-	62,725
(CN) Construction	848,408	-	-	-	-	848,408
(S) FAA AIG Funding (FY25) 95%	(470,525)	-	-	-	-	(470,525)
(A) FAA AIG Funding (FY26) 95% retroactive reimbursement	(137,000)	-	-	-	-	(137,000)
(A) FAA AIP Funding (FY26) 95% retroactive reimbursement	(150,000)	-	-	-	-	(150,000)
(A) FAA AIP Funding (FY27) 90% retroactive reimbursement	-	(93,363)	-	-	-	(93,363)
(IDD) Port Funds	(143,608)	93,363	-	-	-	(50,245)
(IDD) Staff Compensation (Engineering)	(10,000)	-	-	-	-	(10,000)
Pavement Preservation	-	-	-	-	-	-
(CA) Construction Administration	64,000	-	-	-	-	64,000
(CN) Construction	509,899	-	-	-	-	509,899
(S) FAA AIP Funding (FY25) 95%	(528,995)	-	-	-	-	(528,995)
(S) WSDOT Aviation Airport Aid Program Funding (FY25) 5%	(13,821)	-	-	-	-	(13,821)
(IDD) Port Funds	(31,083)	-	-	-	-	(31,083)
Quilcene	-	-	-	-	-	-
Campground	-	-	-	-	-	-
(PE) Design	20,000	-	-	-	-	20,000
(CN) Construction	-	-	180,000	-	-	180,000
(URC) Port Funds	-	-	(120,000)	-	-	(120,000)
(IDD) Staff Compensation (Maintenance)	-	-	(60,000)	-	-	(60,000)
(IDD) Staff Compensation (Engineering)	(20,000)	-	-	-	-	(20,000)
Herb Beck Boat Launch & Facility Improvements	-	-	-	-	-	-
(PE) Design (Bathroom Remodel and Parking Lot)	10,000	-	-	-	-	10,000
(CN) Construction (Boat Launch)	683,000	683,000	-	-	-	1,366,000
(CN) Construction (Parking Lot)	271,000	271,000	-	-	-	542,000
(CN) Construction (Bathroom)	101,000	101,000	-	-	-	202,000
(S) RCO Boating Facilities Program Grant	(406,500)	(406,500)	-	-	-	(813,000)
(URC) Port Funds (from Port Wide Dock Renovations/Piling Replacement Program)	(250,000)	-	-	-	-	(250,000)
(IDD) Staff Compensation (Maintenance; Bathroom Remodel)	(16,000)	(16,000)	-	-	-	(32,000)
(IDD) Staff Compensation (Environmental)	(18,750)	(18,750)	-	-	-	(37,500)
(IDD) Port Funds	(332,250)	(582,250)	-	-	-	(914,500)
(IDD) Staff Compensation (Engineering)	(41,500)	(31,500)	-	-	-	(73,000)



Project	2026	2027	2028	2029	2030	5 Year Total
Marina Dredge, Dock, and Gangway Replacement	-	-	-	-	-	-
(PE) Design	-	191,000	200,000	-	-	391,000
(CN) Marina Dredge	-	-	498,000	-	-	498,000
(CN) Demolition, Removal, Gangway and Piling Replacement	-	-	1,152,000	-	-	1,152,000
(CN) Construction (Docks incl. Mitigation; performed by Maintenance Staff)	-	443,500	683,500	-	-	1,127,000
(A) Mitigation Credits	-	-	(240,000)	-	-	(240,000)
(IDD) Port Funds	-	(443,100)	(817,100)	-	-	(1,260,200)
(IDD) Staff Compensation (Maintenance)	-	(177,400)	(177,400)	-	-	(354,800)
(IDD) Staff Compensation (Engineering)	-	(14,000)	(49,000)	-	-	(63,000)
(U) Unsecured Funding	-	-	(1,250,000)	-	-	(1,250,000)
Short's Family Farm	-	-	-	-	-	-
Farm Property/Facility Maintenance	-	-	-	-	-	-
Capital Maintenance	150,000	150,000	150,000	150,000	150,000	750,000
(URC) Staff Compensation (Maintenance)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(250,000)
(URC) Port Funds	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(500,000)
Water Access	-	-	-	-	-	-
Mats Mats Bay Facilities	-	-	-	-	-	-
(CN) Facility Refurbishment for Kayak Storage	-	30,000	-	-	-	30,000
(IDD) Port Funds	-	(30,000)	-	-	-	(30,000)
Hadlock Dock and Gangway Replacement	-	-	-	-	-	-
(PE) Design	-	100,000	205,000	-	-	305,000
(CN) Construction	-	-	432,000	212,000	-	644,000
(U) Unsecured Funding	-	(100,000)	(637,000)	(212,000)	-	(949,000)
Union Wharf Electrification & Mooring Dolphins	-	-	-	-	-	-
(PE) Design	-	334,000	-	-	-	334,000
(CN) Construction	-	-	878,000	-	-	878,000
(U) Unsecured Funding	-	(334,000)	(878,000)	-	-	(1,212,000)



Project	2026	2027	2028	2029	2030	5 Year Total
Other	-	-	-	-	-	-
Port Equipment/Vehicle Replacement	-	-	-	-	-	-
New (Used) Dump Truck	200,000	-	-	-	-	200,000
Excavator and Trailer	200,000	-	-	-	-	200,000
Two (2) Trucks/Vans for Maintenance Use on Jobsite	40,000	-	-	-	-	40,000
Remote Controlled Mower	50,000	-	-	-	-	50,000
Electronic Records Management System	65,000	-	-	-	-	65,000
Port-Wide Computer Replacement	10,000	-	-	-	-	10,000
Electric Travelift	1,000,000	-	-	-	-	1,000,000
(S) WA State Dept. Commerce CERB Grant (Travelift)	(730,000)	-	-	-	-	(730,000)
(URC) Port Funds	(535,000)	-	-	-	-	(535,000)
(PW) Port Wide Capital Reserve (Travelift)	(270,000)	-	-	-	-	(270,000)
(U) Unsecured Grant (Records Management System)	(30,000)	-	-	-	-	(30,000)
Port Wide - Yard/Parking/RV Resurfacing	-	-	-	-	-	-
Yard/Parking/RV Resurfacing	25,000	25,000	25,000	25,000	25,000	125,000
(URC) Port Funds	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(125,000)
Port Wide - Dock Renovations & Piling Replacement	-	-	-	-	-	-
Dock Renovations & Piling Replacement	-	250,000	250,000	250,000	250,000	1,000,000
(URC) Port Funds	-	(250,000)	(250,000)	(250,000)	(250,000)	(1,000,000)
Emergency	-	-	-	-	-	-
Small Capital Projects	-	-	-	-	-	-
Unplanned Small Capital Projects	100,000	100,000	100,000	100,000	100,000	500,000
(URC) Port Funds	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(500,000)
Boat Haven Bulkhead Repair (FEMA DR-4650)	-	-	-	-	-	-
Bulkhead Backfill Repair	100,000	-	-	-	-	100,000
(U) Unsecured Funding	(100,000)	-	-	-	-	(100,000)
Boat Haven Pavement Repair (FEMA DR-4650)	-	-	-	-	-	-
Pavement Repair	20,000	-	-	-	-	20,000
(U) Unsecured Funding	(20,000)	-	-	-	-	(20,000)
City Dock Repair (FEMA DR-4593)	-	-	-	-	-	-
(PE) Final Design	200,000	-	-	-	-	200,000
(CN) Construction	-	500,000	-	-	-	500,000
(U) Unsecured Funding	(200,000)	(500,000)	-	-	-	(700,000)
Mats Mats Bulkhead Repair (FEMA DR-4682)	-	-	-	-	-	-
Bulkhead Repair	-	100,000	200,000	1,200,000	-	1,500,000
(U) Unsecured Funding	-	(100,000)	(200,000)	(1,200,000)	-	(1,500,000)



Project	2026	2027	2028	2029	2030	5 Year Total
Point Hudson Marina Revetment Repair (FEMA DR-4682)	-	-	-	-	-	-
Marina Revetment Repair	-	250,000	1,600,000	-	-	1,850,000
(U) Unsecured Funding	-	(250,000)	(1,600,000)	-	-	(1,850,000)
Point Hudson Shoreline Repair (FEMA DR-4682)	-	-	-	-	-	-
Shoreline Repair	250,000	2,600,000	-	-	-	2,850,000
(U) Unsecured Funding	(250,000)	(2,600,000)	-	-	-	(2,850,000)
Quilcene Revetment Repair (FEMA DR-4682)	-	-	-	-	-	-
Revetment Repair	-	100,000	200,000	1,000,000	-	1,300,000
(U) Unsecured Funding	-	(100,000)	(200,000)	(1,000,000)	-	(1,300,000)





PROPERTY TAXES

Regular Tax Levy

The preliminary total assessed value (AV) for the Port District for 2025, as of this budget version, is \$10,202,471,145 per the County Assessor. The total recommended general tax levy to budget for 2026 is projected to be approximately \$0.1135 per \$1,000 of AV, which calculates to \$1,158,022, including estimations for new construction, utilities, and refunds.

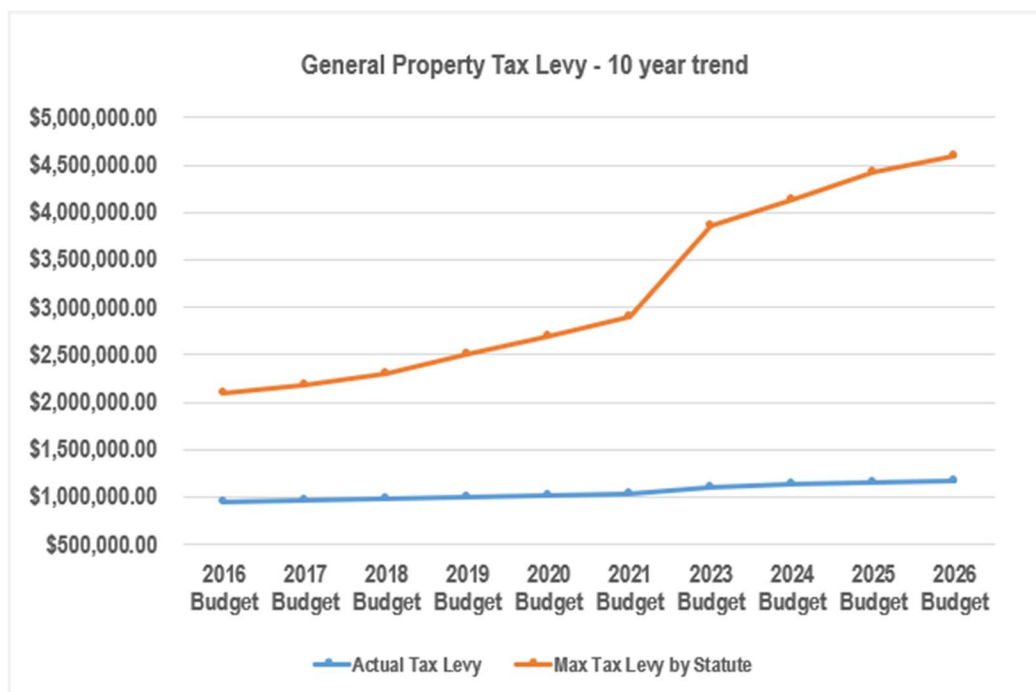
The Jefferson County Treasurer acts as an agent to collect property taxes levied in the County for all taxing authorities. Taxes are levied annually on January 1 using the property value listed as of the prior year. Assessed values are established by the County Assessor at 100% of fair market value. A revaluation of all property is required annually, which includes physical inspections every six years while the remainder is performed with a combination of statistics, sales studies, and inspections.

The Port is permitted by law to levy up to 45 cents per \$1,000 of assessed valuation for general port purposes. The rate may be reduced for either of the following reasons:

1. Washington State Law in Revised Code (RCW) 84.55.010 limits tax growth to 1% per year, plus adjustments for new construction.
2. If the assessed valuation increases by more than the tax limitations due to revaluation, the levy rate is decreased accordingly so that no more than the tax limit is collected.

Tax Levy Graph

The following graph depicts the actual regular property tax levy for the last 10 years (blue line) as compared to the statutory maximum rate for the same period. This maximum by statute depicted by the graph's orange line, would require approval of the Port District's voters, as discussed above. Annually, the Port is restricted to increases in the levy by 1% (RCW 84.55.010) or more if there is banked capacity. Banked capacity can only occur when a taxing district opts not to take an increase in any given tax year. The Port does not have any banked capacity.





Tax Levy Uses

Funds collected by the regular tax levy will be set aside in the general property tax reserve account as established by Resolution No. 863-25. The property tax reserve funds may be used for any of the following purposes:

- Subsidize Port lines of business to cover operational expenses that exceed generated revenues
- Fund strategic opportunities that support economic development
- Fund capital projects that support general Port infrastructure
- Fund capital grant match
- Fund economic development
- Fund Port operational and capital reserve accounts
- Pay or retire scheduled general obligation debt

The 2026 budget proposes the following revenue estimates and reserve account uses as follows:

PROPERTY TAX RESERVE ACCOUNT	
Revenue Estimates	2026 BUDGET
Operating Tax Levy	\$1,167,000
State Forest Revenue	48,000
State Timber Excise Tax	25,000
Leasehold Excise Tax	9,072
Total Property Tax & Other Taxes	\$1,249,072
Reserve Account Uses	
Property Tax Subsidies Paid	\$397,624
Bond Principal & Interest	--
Economic Development	71,633
Strategic & Capital Opportunities Paid	--
Total Reserve Account Uses	\$469,257
Net Property Tax Reserve Balance	\$843,388

Special Tax Levies

Special levies approved by the voters are not subject to the above limitations. The Port can levy property taxes for dredging, canal construction, leveling or filling upon majority voter approval within the Port District, not to exceed \$0.45 per \$1,000 of AV of taxable property. The Port currently has no such levies.



Industrial Development District (IDD) Tax Levy

The Port may also levy property taxes for Industrial Development Districts (under a comprehensive scheme of harbor improvements), for up to 3 multiyear levy periods. (A third multiyear levy is allowed for counties bordering the Pacific Ocean, such as Jefferson County, but first must be brought to the voters for approval.) The IDD levy may not exceed the sum of \$2.70 per \$1,000 of AV for taxable property in the Port District for taxes collected in the base year and the maximum allowable amount that could have been collected under RCW 84.55.010 for the first six (6) collection years of the levy period. The levy period may not exceed 20 years from the date of the initial levy, and the levy rate in any year may not exceed \$0.45 per \$1,000 of AV.

Jefferson County voters authorized the Port's 2nd IDD levy by a 53% to 47% margin in November of 2019. As a result, 2019 is the base year from which the total permissible levy amount is calculated and is anticipated to generate up to \$16,905,740 in revenue during the allowable levy period (i.e., up to 20 years). Each year during the budget process, the Commission determines the amount to be levied (if any) during the following year. The total IDD levies budgeted to date are:

Year	Tax Year	Levy Amount
1	2020	\$ 809,354
2	2021	\$ 1,634,289
3	2022	\$ 2,634,289
4	2023	\$ 2,634,289
5	2024	\$ 2,634,289
6	2025	\$ 2,634,289
7	2026	\$ 2,634,289
Total to Date		\$ 15,615,088
Max Remaining Levy Amount		\$1,290,652

The Port Commission has decided to levy the same amount in 2026 as for the prior four (4) years - \$2,634,289. The same AV is used for purposes of calculating the IDD levy; the levy rate is estimated to be \$0.258 per \$1,000 of AV.





DEBT SERVICE RETIREMENT

The Port acquired bonds in 2010 to pay for reconstruction of Boat Haven A/B Docks and an 80-Ton Lift Pier. These bonds were scheduled to be paid in full in 2029. This debt, along with additional debt acquired in 2015 for the Point Hudson Marina Reconstruction, was paid semi-annually using the general obligation property tax receipts. In 2025, the final payment was made on the 2015 LTGO bonds to retire those bonds in full.

Debt retirement of the Port's 2010B LTGO debt was authorized by the Commission on October 22, 2025. The Commission authorized the Executive Director to use \$1,600,000 of Operational Reserves to pay off the 2010 LTGO Bond. The debt will be paid in full no later than January 31, 2026, and the Port will be debt free from all long-term obligation debt. Paying the debt in full will save the Port approximately \$155,793 in net interest savings.

Name of Debt	Outstanding Principal	Estimated Interest Savings	Interest Subsidy	Estimated Net Interest Savings
2010 LTGO Bond	\$1,630,000	\$244,758	(\$88,966)	\$155,793

Point Hudson Marina Reconstruction



Boat Haven A/B Docks and an 80-Ton Lift Pier



PORT OF PORT TOWNSEND

AGENDA COVER SHEET

MEETING DATE	November 12, 2025		
AGENDA ITEM	<input checked="" type="checkbox"/> Public Hearing (Continued)		
AGENDA TITLE	VI. B. Resolution 861-25 Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements to Incorporate Capital Projects Described in the 2026 Operating & Capital Budget		
STAFF LEAD	Deputy Director Eric Toews		
REQUESTED	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Motion/Action <input checked="" type="checkbox"/> Discussion		
ATTACHMENTS	<ol style="list-style-type: none"> 1. Informational Memo (from the Oct. 8 meeting is presented again) 2. 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 		

The Comprehensive Scheme has been updated to reflect the current resolution and Capital Project Improvement Plan 2026-2030 (or will be amended to reflect the adopted 2025 budget and Capital Improvement Plan).

Recommendation: Move to close the Public Hearing and approve 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

PORT OF PORT TOWNSEND

INFORMATIONAL MEMO

DATE: 10/3/2025
TO: Port Townsend Port Commission
FROM: Eric Toews, Deputy Director
SUBJECT: Draft Resolution Adopting 2025 Amendments to the Comprehensive Scheme of Harbor Improvements (CSHI)

ISSUE/SUBJECT: Proposed 2025 Amendments to the Port of Port Townsend Comprehensive Scheme of Harbor Improvements

BACKGROUND: Under Chapter 53.20 RCW, ports are required to adopt prepare and periodically update a comprehensive scheme of proposed capital improvements, ensuring transparency in the expenditure of public funds. The Port substantially updated its Comprehensive Scheme of Harbor Improvements (CSHI) in 2020. In 2023, the CSHI was amended to reflect acquisition of the Short's Family Farm and the projects identified in the 2024 Operating and Capital Budget. In 2024, the CSHI was once again amended to incorporate updated maps of Port properties (including acquisition of the April Owen property), describe their current use and the long-term development plans for each, and to reflect the capital projects identified in the 2025 Operating & Capital Budget.

The use and development plans for Port facilities outlined in the 2020 CSHI remain fundamentally unchanged. The 2025 CSHI Amendments are intended only to clarify the specific capital projects the Port will be undertaking to implement the CSHI. Specifically, the amendments will update the CSHI to mirror the projects outlined in the Port's annual Capital Budget and Five-Year Capital Improvement Plan, both of which are incorporated within the 2026 Operating & Capital Budget. The maps describing the current use and long-range development plans for each Port property remain unchanged from last year.

DISCUSSION: The Commission will be conducting an open record pre-decision public hearing on these proposed 2025 Amendments to the CSHI at its October 22, 2025 (first reading). Following the hearing, the Commission may discuss and deliberate upon the proposal and testimony received. However final legislative action (second reading and adoption) is anticipated to occur in conjunction with adoption of the 2026 Operating & Capital Budget at the Commission's November 12, 2025, regular meeting.

Programmatic State Environmental Policy Act (SEPA) review is being conducted on the proposed action. A Threshold Determination of Non-Significance (DNS) was issued by the Port's SEPA Responsible Official (Executive Director) on October 3 and will be posted on Ecology's SEPA Register and distributed to agencies with jurisdiction on Monday, October 6. A 14-day comment period on the threshold determination will close on Monday, October 20. Any comments letters which are received during the next two weeks will be provided to the Commission in advance of the October 22 public hearing.

FISCAL IMPACT: The adoption of the proposed amendments to the CSHI will ensure that it is fully aligned with the 2026 Operating & Capital Budget yet to be approved by the Commission (i.e., the one-year Capital Budget & Five-Year Capital Improvement Plan).

REQUESTED ACTION: None. This is informational only. The Commission will be conducting an open record pre-decision public hearing on October 22. Final legislative action and adoption of the CSHI amendments is anticipated to occur at the Commission's November 12, 2025, regular meeting.

ATTACHMENTS: None. Due to its length, the 2025 Amendments to the Port's Comprehensive Scheme of Harbor Improvements has not been included as an attachment in this packet; however, it may be accessed online at <https://portofpt.com/wp-content/uploads/2025-DRAFT-CSHI-Update.100325-1.pdf>. The SEPA Checklist (including supplemental sheet for non-project actions) and the SEPA Responsible Official's Threshold Determination of Non-Significance (DNS) may also be accessed online at <https://portofpt.com/wp-content/uploads/2025-CSHI-Update-SEPA-Checklist.093025.pdf> and <https://portofpt.com/wp-content/uploads/2025-CSHI-Update-SEPA-DNS.100325.pdf> respectively.

RESOLUTION NO. 861-25**A Resolution of the Commission of the Port of Port Townsend****Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements to Incorporate the Capital Projects Described in the 2026 Operating & Capital Budget**

WHEREAS, on October 14, 2020, the Port of Port Townsend adopted an updated Comprehensive Scheme of Harbor Improvements (CSHI) via Resolution No. 724-20; and

WHEREAS, RCW 53.20.010 and RCW 53.20.020 allow for changes to be made to the Port of Port Townsend's CSHI; and

WHEREAS, pursuant to RCW 53.20.010 and RCW 53.20.020, notice of a public hearing to accept public testimony on proposed amendments to the CSHI was published on October 8 and 15, 2025, in the Port Townsend-Jefferson County Leader, and on October 4 and 11, 2025, in the Peninsula Daily News, respectively; and

WHEREAS, on October 22, 2025, the Commission conducted an open-record public hearing to accept public testimony on the proposed CSHI amendments that would reflect the capital projects in the Port's proposed 2026 Operating and Capital Budget; and

WHEREAS, on November 12, 2025, after a duly noticed public hearing, the Port of Port Townsend adopted its 2026 Operating & Capital Budget which describes and provides budget authorization for specific capital projects throughout the Port;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Port Townsend as follows:

The Port of Port Townsend Comprehensive Scheme of Harbor Improvements is hereby amended and updated as set forth in Attachment "A" to incorporate the capital projects described in the 2026 Operating & Capital Budget.

ADOPTED in open session at a meeting of the Board of Commissioners of the Port of Port Townsend on the 12th day of November 2025, and duly authenticated by the signatures of the Commission and the seal of the Commission affixed hereto.

ATTEST:

 Peter W. Hanke, Secretary

 Carol L. Hasse, President

 Pamela A. Petranek, Vice President

APPROVED AS TO FORM:

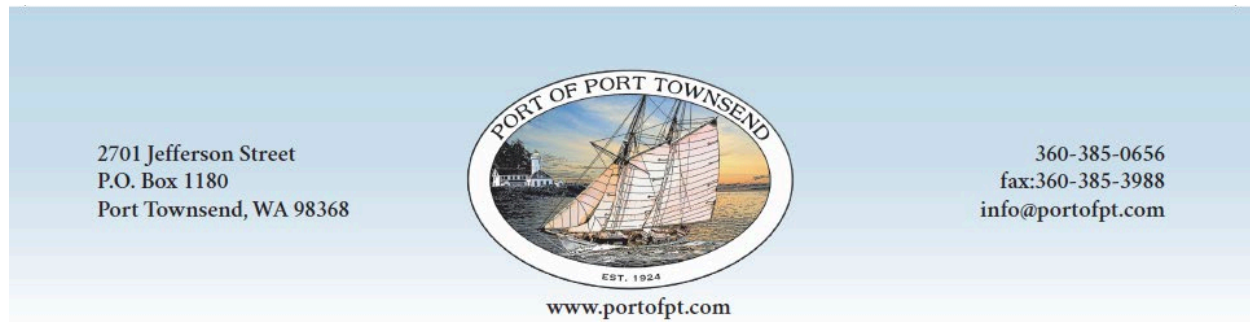
Port Attorney

Attachment “A”
PORT OF PORT TOWNSEND
2025 AMENDMENTS TO THE
COMPREHENSIVE SCHEME OF
HARBOR IMPROVEMENTS (CSHI)



Adopted: November 12, 2025

via Port Resolution #861-25



Our Mission:

“To serve the citizens of Jefferson County by responsibly maintaining and developing property and facilities to promote sustainable economic growth, provide community access to Port facilities and services, and protect and maintain our environment, community resources, and maritime heritage.”

COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS

Amendments Adopted November 12, 2025 - Port Resolution #861-25

TABLE OF CONTENTS

INTRODUCTION	1
The CSHI – Statutory Requirements	1
Programmatic (Non-Project) SEPA Compliance	2
DOCUMENT CONTEXT	2
2025 CSHI AMENDMENTS.....	2
Port Properties – Inventory, Current Uses & Long-Range Plans	3
Budget & Planning Documents Adopted & Incorporated by Reference.....	3
Compliance with Federal, State & Local Regulations.....	4
Project Level SEPA Review	4
TABLES & FIGURES.....	5
Table #1: CSHI Amendments – 2003 to Present*.....	5
Table #2: Properties Surplus to Port Needs.....	7
Figure #1: Map Key – Overview of Location of Port Properties	8
Figure #2: Boat Haven Marina & Industrial Park – Current Use & Long-Range Plan	9
Figure #3: Point Hudson Marina & RV Park – Current Use & Long-Range Plan	10
Figure #4: JCIA – Current Use & Long-Range Plan	11
Figure #5: Herb Beck Marina, Quilcene – Current Use & Long-Range Plan.....	12
Figure #6: Short’s Family Farm – Current Use & Long-Range Plan	13
Figure #7: Docks & Wharves – Current Uses & Long-Range Plans.....	14
Figure #8: Launch Ramps – Current Uses & Long-Range Plans.....	15
ADOPTION RESOLUTION #861-25.....	16
2026 CAPITAL BUDGET & 5-YEAR CAPITAL IMPROVEMENT PLAN¹	17
5-Year Project Overview.....	17
2026 Capital Budget.....	18
5-Year Capital Improvement Plan.....	22

¹ Excerpted from the Draft Port of Port Townsend 2026 Operating & Capital Budget

INTRODUCTION

The CSHI - Statutory Requirements

Chapter 53.20.010 of the Revised Code of Washington (RCW) requires port districts to prepare and update a “comprehensive scheme” of their proposed capital improvements. The mandate ensures transparency in the expenditure of public funds. Generally, comprehensive schemes are updated every 10 to 20 years, although they may be updated more frequently to address changing priorities within port districts and in response to requirements from funding sources (e.g., federal grant requirements).

The statute does not specify the required length, content, or title of the comprehensive scheme, although most comprehensive schemes contain the following:

- An inventory of the Port’s properties and facilities;
- A description of the recommended development of these assets; and
- An implementation plan, prioritizing and describing the development of these assets over time.

The Washington Supreme Court has interpreted the statute and held that the legislative purpose of RCW 53.20.010 is to give the taxpayers a relatively detailed picture of what a port will do with land if it is acquired and to inform the taxpayers of the manner and purposes for which their money will be spent.²

Washington Courts also have reviewed the level of detail necessary to satisfy the statute’s purpose of providing notice to the public of planned port actions. While the Washington State Supreme Court has rejected a mere recitation of the Port’s general powers as insufficient, it has also ruled that a document, or a set of documents, and/or documents not necessarily titled as a “Comprehensive Scheme of Harbor Improvements” satisfies the statute’s requirement.³ Thus, the projects delineated in the Port’s annually adopted Capital Budget, Five-Year Capital Improvement Plan and FAA approved Airport Master Plan operate to amend, and become a part of, the Comprehensive Scheme.

More recent decisions agree that compliance can be achieved by a plan that gives a reasonably detailed picture of what the Port intends to do, and which fairly informs citizens of the nature and extent of proposed improvements. However, the detail needed for final construction of improvements is not needed at the planning stage. Instead, comprehensive schemes are inherently conceptual in nature and do not rise to the level of individual site planning.⁴ Thus, both the statute and the case law interpreting it allow the Commission considerable discretion in the creation of the Port of Port Townsend’s Comprehensive Scheme of Harbor Improvements (CSHI). This CSHI seeks to inform the citizens of Jefferson County as to how the Port’s capital spending will be dedicated.⁵

² See *Hutchinson v. Port of Benton*, 62 Wn.2d 451, 457, 383 P.2d 500 (1963).

³ See *Port of Everett v. Everett Imp. Co.*, 124 Wash. 486, 214, p 1064 (1923).

⁴ See *Port of Seattle v. Certified Mfg. Co.* (1965) 66 Wash.2d 598, 404 P.2d 25.

⁵ See *In Re: the Matter of the Recall of PAUL TELFORD and BILL McGREGGOR, Port of Olympia Commissioners*, 166 Wn.2d 148, 206 P.3d 1248 (2009).

Finally, it should be noted that the comprehensive scheme process is distinctly different from city or county municipal planning under the Washington State Growth Management Act (GMA) (Chapter 36.70A RCW). Port districts are not required to fulfill this planning requirement. Rather, ports are subject to the land use policy and regulatory authority of the cities and counties in which they operate.

Programmatic (Non-Project) SEPA Compliance

Adoption of these 2025 Amendments to the Port's Comprehensive Scheme of Harbor Improvements (CSHI) requires compliance with the State Environmental Policy Act (SEPA, codified at Chapter 43.21C RCW). Because the Port continues to develop its properties in a manner substantially consistent with the "preferred alternative" outlined in the 2003 CSHI, the impacts of this development were largely assessed in the draft and final Environmental Impact Statements prepared for that document. Accordingly, those environmental documents continue to have relevance today and provide useful information and analysis supporting these 2025 Amendments to the CSHI.⁶

The proposed 2025 CSHI Amendments are a non-project, programmatic action under SEPA. In accordance with WAC 197-11-340(2), the Port has determined that the proposed amendments do not have a probable significant adverse impact on the environment, and that an environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of an environmental checklist prepared for the proposal.

DOCUMENT CONTEXT

The Port of Port Townsend first enacted a Comprehensive Scheme of Harbor Improvements (CSHI) in October of 1926 (Port Commission Resolution No. 9). Thereafter, the CSHI was repeatedly amended by way of successive Commission resolutions.

In 2003, the Port undertook a wide-ranging effort to develop an entirely new Comprehensive Scheme, which was issued as an integrated CSHI and Environmental Impact Statement (EIS) (Port Commission Resolution No. 409-03) (<https://portofpt.com/wp-content/uploads/Final.Comp.Scheme-EIS-reduced.pdf>). Substantial updates to the 2003 CSHI occurred again in 2013 (Port Commission Resolution No. 603-13) (<https://portofpt.com/wp-content/uploads/12-2013-CompleteCompScheme.pdf>) and 2020 (Port Commission Resolution No. 724-20) (<https://portofpt.com/wp-content/uploads/CSHI-2020-Update-Final.101420.pdf>). Resolutions amending 2003 CSHI are set forth in Table #1, on page 8, below.

2025 CSHI AMENDMENTS

These 2025 Amendments to the CSHI supplement the substantial Comprehensive Scheme Update adopted by the Port in October of 2020. The Port's facility development plans remain fundamentally unchanged, although each year as the Port adopts its Operating & Capital Budget (incorporating the annual Capital Budget and Five-Year Capital Improvement Plan) greater clarity is provided on the precise nature and scope of the capital projects being undertaken by the Port to

⁶ Draft and Final Environmental Impact Statements (DEIS/FEIS) dated September 26, 2003, and December 2, 2003, respectively.

implement the CSHI. Like the 2020 Comprehensive Scheme Update, the 2025 Amendments to the CSHI seek to provide a roadmap to guide the development of the Port's nine (9) waterfront and two (2) upland properties over the coming years.

Port Properties – Inventory, Current Use & Long-Range Plans

Figures #1-8, on pages 7 to 14, below, provide a comprehensive inventory of current Port properties, including a summary of their current use and the Port's long-range development plans for each.



Old Union Wharf – Port Townsend, WA

Budget & Planning Documents Adopted & Incorporated by Reference

The following planning and budgetary documents, **as they now exist, or may hereafter be amended**, are hereby adopted and incorporated by reference within the Port's Comprehensive Scheme of Harbor Improvements:

- Port of Port Townsend Strategic Plan (adopted on July 9, 2025, via Port Commission Resolution No. 849-25)
(<https://portofpt.com/wp-content/uploads/Res.-849-25-Adopting-an-Updated-Strategic-Plan-1.pdf>)
- Short's Family Farm Plan (Port Commission Resolution No. 822-24)
(<https://portofpt.com/wp-content/uploads/Shorts-Family-Farm-Plan-Combined.070924.pdf>)
- Jefferson County – City of Port Townsend All Hazard Mitigation Plan 2024
(<https://portofpt.com/wp-content/uploads/Res.-847-25-Joint-Jefferson-County-and-CityofPT-Natural-Hazards-Mitigation-Plan-with-entire-plan.pdf>)
- Jefferson County International Airport Master Plan (2014 Update)

<https://portoft.com/wp-content/uploads/JCIA-MPU-Complete-Report.pdf>

- Point Hudson Preservation Plan (June 24, 2020)
https://portoft.com/wp-content/uploads/PortPT_PtHudsonBooklet.pdf
- 2025 Operating & Capital Budget (including Five-Year Capital Improvement Plan)
<https://portoft.com/wp-content/uploads/2025-Budget-Adopted-11-13-2024.pdf>

Compliance with Federal, State & Local Regulations

In addition to the guidance provided by the Port’s current planning and budgetary documents, development, particularly in marine environments, typically requires permits from federal and state agencies as well as local government (i.e., Jefferson County or the City of Port Townsend). Local government permits are generally required to assure compliance with local building codes and locally adopted Shoreline Master Programs.

Federal and state permits are required when impacts to navigable waters or fish and wildlife habitat are anticipated. Development activities occurring waterward of the mean higher high water (MHHW) mark in tidal waters are regulated by the United States Army Corps of Engineers (USACE), the Washington State Department of Ecology (ECY), and the Washington State Department of Fish and Wildlife (WDFW).

Additionally, the National Oceanographic and Atmospheric Administration (NOAA Fisheries) and the United States Fish and Wildlife Service (USFWS) must concur that any project requiring federal approvals (e.g., a USACE permit) is consistent with the Endangered Species Act (ESA). Together, these agencies will require project mitigation measures to avoid or reduce impacts on listed fish and wildlife species, or to compensate for impacts through restoration activities.

Project Level SEPA Review

A project or plan advanced by the Port will also typically be subject to review under the Washington State Environmental Policy Act ((SEPA) Chapter 43.21C RCW). Although the Port is authorized by state law to act as its own “lead agency” to conduct environmental review under SEPA, the Port of Port Townsend typically assumes this authority only for “non-project actions” (see WAC 197-11-704(2)(b) and 197-11-774), while deferring to local agencies to conduct SEPA review for non-exempt project level actions (see WAC 197-11-704(2)(a)).

This means that, whenever the Port requests a land or shoreline use permit from the City of Port Townsend or Jefferson County for an individual project, that the City or County will assume lead agency status (see WAC 197-11-758) to fulfill the environmental documentation and procedural requirements of SEPA.

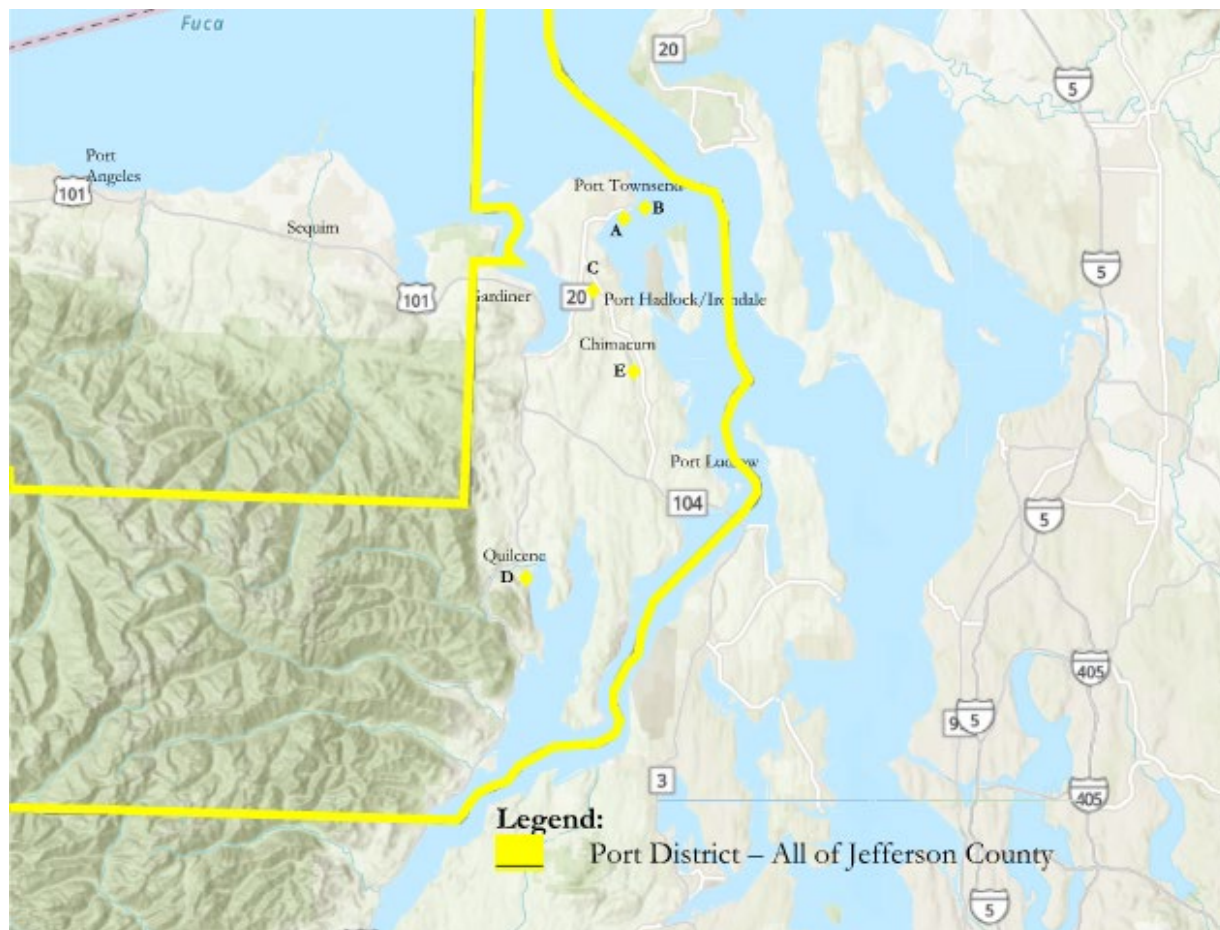
Each improvement identified as a physical project is subject to individualized SEPA review as soon as the “*principal features of a proposal and its environmental impacts can be reasonably identified . . . and the environmental effects can be meaningfully evaluated*” (see WAC 197-11-055).

TABLES & FIGURES

Table #1: CSHI Amendments – 2003 to Present		
Resolution No.	Adoption Date	Subject Matter
409-03	December 22, 2003	Adoption of 2003 CSHI
410-03	December 22, 2003	Adoption of JCIA Master Plan
417-04	April 14, 2004	Declaring 10' x 300' Parcel of Real Property at Quilcene Surplus to Port Needs and Authorizing Sale
459-06	January 25, 2006	Authorizing Buy-Out of Land Leases & Acquisition of Sperry Buildings at Boat Haven
482-06	December 13, 2006	Declaring “Wills House” at JCIA Surplus to Port Needs and Authorizing Sale
509-08	September 10, 2008	Declaring “Airport Rental House” at JCIA Surplus to Port Needs and Authorizing Sale
519-09	June 10, 2009	Declaring “Spruce Goose Restaurant Building” at JCIA Surplus to Port Needs and Authorizing Sale
535-10	March 24, 2010	Adoption of Strategic Plan
548-10	November 10, 2010	Adoption of 2011 Operating & Capital Budget
550-10	November 10, 2020	Adoption of Jefferson County – City of Port Townsend All Hazards Mitigation Plan
575-12	May 21, 2012	Authorizing Executive Director to Negotiate with City Manager to Resolve Kah Tai Litigation, Including Property Transfers Between Port and City
581-12	August 8, 2012	Amending CSHI - Declaring Surplus Port's Kah Tai Property Surplus to Port Needs and Authorizing Transfer to City of Port Townsend
603-13	December 23, 2013	Adopting CSHI Update 2013
621-14	November 19, 2014	Adoption of 2015 Operating & Capital Budget

Table #1: CSHI Amendments – 2003 to Present, continued		
Resolution No.	Adoption Date	Subject Matter
637-16	January 19, 2016	Amending CSHI – Declaring “New Day Fisheries” Building at Boat Haven Surplus to Port Needs & Authorizing Sale
642-16	February 24, 2016	Amending CSHI – Declaring “Westerly New Day Fisheries Buildings” at Boat Haven Surplus to Port Needs & Authorizing Sale
651-16	November 22, 2016	Adopting the 2017 Operating & Capital Budget
670-17	November 21, 2017	Adopting the 2018 Operating & Capital Budget
686-18	October 24, 2018	Adopting the 2019 Operating & Capital Budget
724-20	October 14, 2020	Adopting CSHI Update 2020
758-21	November 10, 2021	Adopting the 2022 Operating & Capital Budget
779-22	November 9, 2022	Adopting the 2023 Operating & Capital Budget
787-23	February 15, 2023	Authorizing Acquisition of the Short’s Family Farm, Chimacum
802-23	November 8, 2023	Adopting the 2024 Operating & Capital Budget
804-23	November 8, 2023	Amending the CSHI to Incorporate Short’s Family Farm and Projects in 2024 Operating and Capital Budget
822-24	July 10, 2024	Adopting the Short’s Family Farm Plan
829-24	November 13, 2024	Adopting the 2025 Operating & Capital Budget
830-24	November 13, 2024	Amending the CSHI to Incorporate the Acquisition of the April Owen Property at JCIA and the Capital Projects Described in the 2025 Operating & Capital Budget
847-25	June 25, 2025	Adopting the Jefferson County – City of Port Townsend Natural Hazard Mitigation Plan 2024
849-25	July 9, 2025	Adopting an Updated Strategic Plan 2025
860-25	November 12, 2025	Adopting the 2025 Operating & Capital Budget

Table #2: Properties Declared Surplus to Port Needs January 1, 2025, to Present		
Resolution No.	Adoption Date	Property Description
N/A	N/A	N/A - No properties were declared surplus to Port needs in 2025

Figure #1: Map Key – Overview of Location of Port Properties

Overview – Location of Port-Owned Properties	
Description	Figure, Page Number
A - Boat Haven Marina & Industrial Park	#2, Page 8
B - Point Hudson Marina & RV Park	#3, Page 9
C - Jefferson County International Airport	#4, Page 10
D - Herb Beck Marina, Quilcene	#5, Page 11
E - Short's Family Farm, Chimacum	#6, Page 12
F - Docks, Wharves & Beach Access F-1 - Union Wharf F-2 - Quincy Street Dock F-3 - City ("Cotton") Dock F-4 - Fort Worden Beach	#7, Page 13
G - Launch Ramps G-1 - Gardiner G-2 - Hadlock G-3 - Mats Mats	#8, Page 14

Figure #2: Boat Haven Marina & Industrial Park – Current Use & Long-Range Plan



Current Uses: Marina & Industrial Park as described in the 2020 CSHI Update (pp. III-1 – III-15)

Long Range Plan: Continue to develop and maintain consistent with 2020 CSHI as amended by the current Operating & Capital Budget (i.e., including Annual Capital Budget and Five-Year Capital Improvement Plan)

Figure #3: Point Hudson Marina & RV Park – Current Use & Long-Range Plan



Current Uses: RV Park & Marina as described in the 2020 CSHI Update (pp. III-16 – III-27)

Long Range Plan: Continue to develop and maintain consistent with 2020 CSHI as amended by the current Operating & Capital Budget (i.e., including Annual Capital Budget and Five-Year Capital Improvement Plan)

Figure #4: JCIA – Current Use & Long-Range Plan



Current Uses: General Aviation Airport with supporting aviation-related/dependent uses & non-aviation-related rural light industrial park as described in the FAA-Approved 2014 JCIA Master Plan Update

Long Range Plan: Continue to develop and maintain consistent with the Airport Master Plan (as it may be amended and updated) and the current Operating & Capital Budget (i.e., including Annual Capital Budget and Five-Year Capital Improvement Plan)

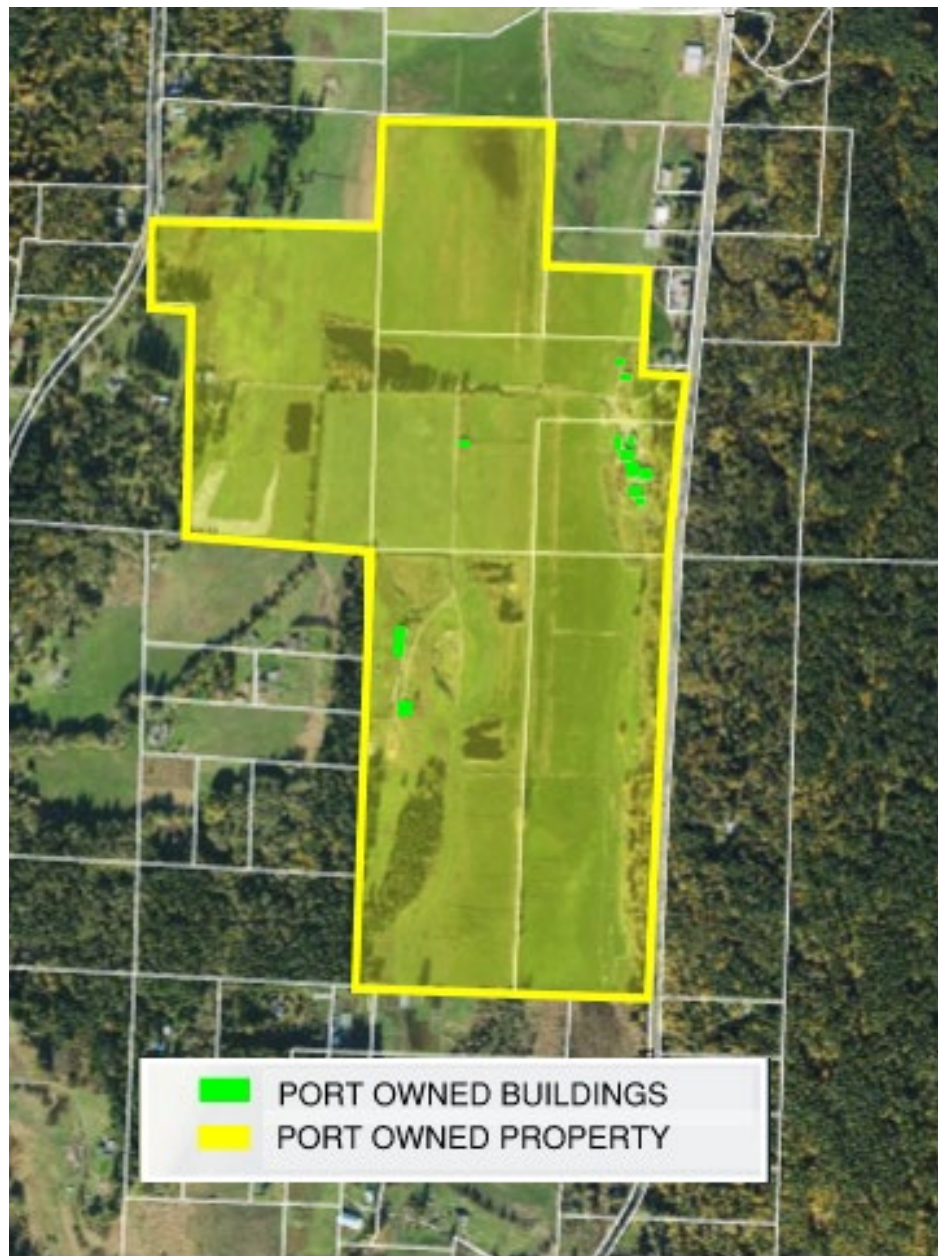
Figure #5: Herb Beck Marina, Quilcene – Current Use & Long-Range Plan



Current Uses: Marina and Launch Ramp as described in the 2020 CSHI Update (pp. III-28 – III-30)

Long Range Plan: Continue to develop and maintain consistent with 2020 CSHI as amended by the current Operating & Capital Budget (i.e., including Annual Capital Budget and Five-Year Capital Improvement Plan)

Figure #6: Short's Family Farm – Current Use & Long-Range Plan



Current Uses: Farming and ag-supporting infrastructure as described in the 2024 Short's Family Farm Plan (p. 2)

Long Range Plan: Develop and maintain consistent with 2024 Short's Family Farm Plan as amended by the current Operating & Capital Budget (i.e., including Annual Capital Budget and Five-Year Capital Improvement Plan)

Figure #7: Docks & Wharves – Current Uses & Long-Range Plans



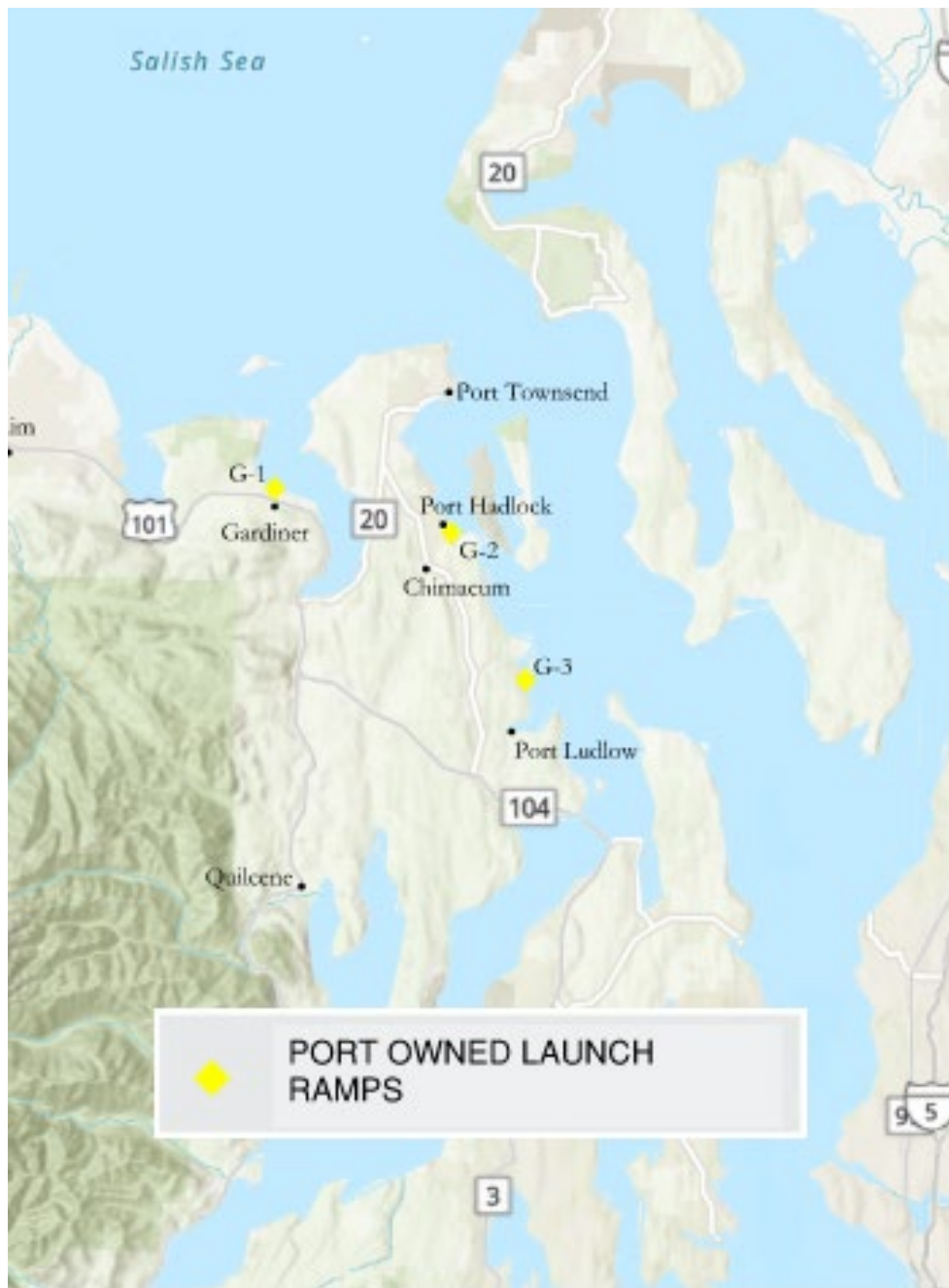
Map Key: F-1 - Union Wharf; F-2 - Quincy Street Dock; F-3 - City ("Cotton") Dock; F-4 - Fort Worden Beach⁷

Current Uses: Public dock and wharf facilities and beach access stairs (note: Fort Worden only) as Described in the 2020 CSHI Update (pp. III-46 – III-52)

Long Range Plans: Continue to develop and maintain consistent with 2020 CSHI as amended by the current Operating & Capital Budget (i.e., including Annual Capital Budget and Five-Year Capital Improvement Plan)

⁷ Accessed via easement granted to the State of Washington (1955).

Figure #8: Launch Ramps – Current Uses & Long-Range Plans



Map Key: G-1 – Gardiner; G-2 – Hadlock; G-3 - Mats Mats

Current Uses: Public recreational boat ramps and launches as Described in the 2020 CSHI Update (pp. III-33 – III-38)

Long Range Plans: Continue to develop and maintain consistent with 2020 CSHI as amended by the current Operating & Capital Budget (i.e., including Annual Capital Budget and Five-Year Capital Improvement Plan)

ADOPTION RESOLUTION #861-25

RESOLUTION NO. 861-25

A Resolution of the Commission of the Port of Port Townsend

Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements to Incorporate the Capital Projects Described in the 2025 Operating & Capital Budget

WHEREAS, on October 14, 2020, the Port of Port Townsend adopted an updated Comprehensive Scheme of Harbor Improvements (CSHI) via Resolution No. 724-20; and

WHEREAS, RCW 53.20.010 and RCW 53.20.020 allow for changes to be made to the Port of Port Townsend's CSHI; and

WHEREAS, pursuant to RCW 53.20.010 and RCW 53.20.020, notice of a public hearing to accept public testimony on proposed amendments to the CSHI was published on October 8 and 15, 2025, in the Port Townsend-Jefferson County Leader, and on October 4 and 11, 2025, in the Peninsula Daily News, respectively; and

WHEREAS, on October 22, 2025, the Commission conducted an open-record public hearing to accept public testimony on the proposed CSHI amendments that would reflect the capital projects in the Port's proposed 2026 Operating and Capital Budget; and

WHEREAS, on November 12, 2025, after a duly noticed public hearing, the Port of Port Townsend adopted its 2026 Operating & Capital Budget which describes and provides budget authorization for specific capital projects throughout the Port;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Port Townsend as follows:

The Port of Port Townsend Comprehensive Scheme of Harbor Improvements is hereby amended and updated as set forth in Attachment "A" to incorporate the capital projects described in the 2026 Operating & Capital Budget.

ADOPTED in open session at a meeting of the Board of Commissioners of the Port of Port Townsend on the 12th day of November 2025 and duly authenticated by the signatures of the Commission and the seal of the Commission affixed hereto.

ATTEST:

Peter W. Hanke, President

Pamela A. Petranek, Secretary

Carol L. Hasse, Vice President

APPROVED AS TO FORM:

Port Attorney

2026 CAPITAL BUDGET & 5-YEAR CAPITAL IMPROVEMENT PLAN

5-YEAR PROJECT OVERVIEW

Project	2026	2027	2028	2029	2030	5 Year Total
Boat Haven	8,590,000	6,676,000	200,000	100,000	600,000	16,166,000
Main Breakwater Project	2,800,000	-	-	-	-	2,800,000
Marina Dredging	150,000	550,000	-	-	-	700,000
Sea Level Rise Project	25,000	-	-	-	-	25,000
Sims Gateway & North Boatyard Expansion	1,900,000	-	-	-	-	1,900,000
Stormwater Improvement Project	2,800,000	-	-	-	-	2,800,000
West Boatyard Expansion	705,000	5,370,000	-	-	-	6,075,000
Building/Facility Preservation (Interior Refurbishment, Exterior Improvements)	100,000	100,000	100,000	100,000	100,000	500,000
Yard Electrical Upgrades	100,000	100,000	100,000	-	-	300,000
Puget Sound to Pacific (PS2P) Trail Project	10,000	556,000	-	-	-	566,000
C and D Dock Rehabilitation	-	-	-	-	500,000	500,000
Point Hudson	2,850,000	2,110,000	1,935,000	1,500,000	3,652,000	12,047,000
Cantilevered Esplanade	-	-	-	375,000	3,275,000	3,650,000
Building/Facility Preservation & Energy Efficiency Improvement	645,000	1,110,000	1,285,000	1,125,000	377,000	4,542,000
Roof Replacement/Weatherization (Standing Seam Metal Roof)	2,005,000	-	-	-	-	2,005,000
Sail Loft Building Structural Repairs	100,000	-	-	-	-	100,000
RV Park Upgrades & Restoration	-	1,000,000	650,000	-	-	1,650,000
Mariners' Memorial	100,000	-	-	-	-	100,000
JCIA	2,814,664	3,725,000	3,725,000	25,000	25,000	10,314,664
JCIA Master Plan Update	229,632	-	-	-	-	229,632
Airport Pilot Center	300,000	-	-	-	-	300,000
Stormwater Management	25,000	25,000	25,000	25,000	25,000	125,000
Rural Light Industrial Park (24 acres)	775,000	3,700,000	3,700,000	-	-	8,175,000
Fuel System Improvement	911,133	-	-	-	-	911,133
Pavement Preservation	573,899	-	-	-	-	573,899
Quilcene	1,085,000	1,689,500	2,713,500	-	-	5,488,000
Campground	20,000	-	180,000	-	-	200,000
Marina Dredge, Dock, and Gangway Replacement	-	634,500	2,533,500	-	-	3,168,000
Herb Beck Boat Launch & Facility Improvements	1,065,000	1,055,000	-	-	-	2,120,000
Short's Family Farm	150,000	150,000	150,000	150,000	150,000	750,000
Farm Property/Facility Maintenance	150,000	150,000	150,000	150,000	150,000	750,000
Water Access	-	464,000	1,515,000	212,000	-	2,191,000
Mats Mats Bay Facilities	-	30,000	-	-	-	30,000
Hadlock Dock and Gangway Replacement	-	100,000	637,000	212,000	-	949,000
Union Wharf Electrification & Mooring Dolphins	-	334,000	878,000	-	-	1,212,000
Other	1,590,000	275,000	275,000	275,000	275,000	2,690,000
Port Equipment/Vehicle Replacement	1,565,000	-	-	-	-	1,565,000
Port Wide - Yard/Parking/RV Resurfacing	25,000	25,000	25,000	25,000	25,000	125,000
Port Wide - Dock Renovations & Piling Replacement	-	250,000	250,000	250,000	250,000	1,000,000
Emergency	670,000	3,650,000	2,100,000	2,300,000	100,000	8,820,000
Small Capital Projects	100,000	100,000	100,000	100,000	100,000	500,000
Boat Haven Bulkhead Repair (FEMA DR-4650)	100,000	-	-	-	-	100,000
Boat Haven Pavement Repair (FEMA DR-4650)	20,000	-	-	-	-	20,000
City Dock Repair (FEMA DR-4593)	200,000	500,000	-	-	-	700,000
Mats Mats Bulkhead Repair (FEMA DR-4682)	-	100,000	200,000	1,200,000	-	1,500,000
Point Hudson Marina Revetment Repair (FEMA DR-4682)	-	250,000	1,600,000	-	-	1,850,000
Point Hudson Shoreline Repair (FEMA DR-4682)	250,000	2,600,000	-	-	-	2,850,000
Quilcene Revetment Repair (FEMA DR-4682)	-	100,000	200,000	1,000,000	-	1,300,000
Grand Total	17,749,664	18,739,500	12,613,500	4,562,000	4,802,000	58,466,664

2026 Project Overview

Project	2026
Boat Haven	-
Main Breakwater Project	-
(CA) Construction Administration	167,000
(CN) Environmental Mitigation	800,000
(CN) Construction	1,833,000
(S) Mitigation Credits	(800,000)
(S) MARAD PIPD Grant	(800,000)
(BH) Boat Haven Capital Reserve	(100,000)
(BH) Staff Compensation (Environmental)	(30,000)
(BH) Staff Compensation (Engineering)	(70,000)
(U) CERB Rural Ports Program	(1,000,000)
Marina Dredging	-
(PE) Design	150,000
(IDD) Port Funds	(100,000)
(IDD) Staff Compensation (Engineering)	(50,000)
Sea Level Rise Project	-
(PL) Planning	25,000
(URC) Port Funds	(25,000)
Sims Gateway & North Boatyard Expansion	-
(PE) Design	20,000
(CA) Construction Administration	117,000
(CN) Construction (Yard Widening, Pathway, Landscaping)	1,763,000
(S) Jefferson County PIF Grant 2021 (Port + City)	(213,000)
(S) Jefferson County PIF Grant 2023 (City)	(500,000)
(IDD) Port Funds	(1,117,000)
(IDD) Staff Compensation (Engineering)	(70,000)
Stormwater Improvement Project	-
(CN) Construction (Sims Way Component)	2,800,000
(S) WA Dept. Commerce ARPA Grant	(200,000)
(S) WA Dept. Commerce MTCA Grant	(500,000)
(IDD) Port Funds	(1,100,000)
(U) Unsecured Funding	(1,000,000)
West Boatyard Expansion	-
(PE) Design	705,000
(S) WA Commerce 2025 Local and Community Projects Grant	(141,000)
(U) EDA Grant	(564,000)
Building/Facility Preservation (Interior Refurbishment, Exterior Improvements)	-
Capital Maintenance	50,000
(URC) Port Funds	(33,500)
(URC) Staff Compensation (Maintenance)	(16,500)
Capital Maintenance (Sperry Buildings)	50,000
(IDD) Port Funds	(33,500)
(IDD) Staff Compensation (Maintenance)	(16,500)

Project	2026
Yard Electrical Upgrades	-
(CN) Electrical Upgrades	100,000
(IDD) Port Funds	(100,000)
Puget Sound to Pacific (PS2P) Trail Project	-
(PL) Planning (J282 Segment - Larry Scott Trail to Park & Ride)	5,000
(PL) Planning (J284 Segment - Boat Haven to Ferry Terminal)	5,000
(URC) Port Funds	(10,000)
Point Hudson	-
Sail Loft Building Structural Repairs	-
Capital Maintenance	100,000
(IDD) Port Funds	(100,000)
Building/Facility Preservation & Energy Efficiency Improvement	-
(CN) Duplex Building Interior Furnishing	65,000
(CN) Annex Building Exterior Improvements (Paint)	20,000
(PE) Commander's Beach House HVAC/DOAS Design	20,000
(CN) Commander's Beach House HVAC/DOAS Installation	170,000
(CN) Commander's Beach House Interior Improvements	175,000
(CN) Commander's Beach House Exterior Improvements (Paint)	45,000
(CN) Hospital Building Exterior Improvements (Paint)	70,000
(CN) Armory Tower/Sail Loft Building Exterior Improvements (Paint)	80,000
(IDD) Port Funds	(585,000)
(IDD) Staff Compensation (Maintenance)	(50,000)
(IDD) Staff Compensation (Engineering)	(10,000)
Roof Replacement/Weatherization (Standing Seam Metal Roof)	-
(CN) Construction	2,005,000
(S) Heritage Capital Projects Grant	(970,000)
(IDD) Port Funds	(530,000)
(IDD) Staff Compensation (Engineering)	(5,000)
(U) WA Dept of Ecology Asbestos Abatement Loan (50% forgivable)	(500,000)
Mariners' Memorial	-
(CN) Memorial	100,000
(IDD) Port Funds	(50,000)
(U) Donations	(50,000)
JCIA	-
JCIA Master Plan Update	-
(PL) Master Plan Update	177,000
(PL) Environmental Wetland Delineation	52,632
(S) FAA AIP Funding (FY24) 90%	(150,300)
(S) FAA AIP Funding (FY25) 95%	(50,000)
(S) WSDOT Aviation Airport Aid Program Funding (FY24) 5%	(8,350)
(URC) Port Funds	(10,982)
(URC) Staff Compensation (Engineering)	(10,000)

Project	2026
Airport Pilot Center	-
(CN) Construction	300,000
<i>(IDD) Port Funds</i>	(300,000)
Stormwater Management	-
Stormwater Management	25,000
<i>(URC) Staff Compensation (Maintenance)</i>	(25,000)
Rural Light Industrial Park (24 acres)	-
(PE) Design (90-100%)	75,000
(CN) Construction (Road Access)	700,000
<i>(S) Jefferson County PIF Grant (2024; Road Access)</i>	(233,969)
<i>(IDD) Port Funds</i>	(531,031)
<i>(IDD) Staff Compensation (Engineering)</i>	(10,000)
Fuel System Improvement	-
(CA) Construction Administration	62,725
(CN) Construction	848,408
<i>(S) FAA AIG Funding (FY25) 95%</i>	(470,525)
<i>(A) FAA AIG Funding (FY26) 95% retroactive reimbursement</i>	(137,000)
<i>(A) FAA AIP Funding (FY26) 95% retroactive reimbursement</i>	(150,000)
<i>(IDD) Port Funds</i>	(143,608)
<i>(IDD) Staff Compensation (Engineering)</i>	(10,000)
Pavement Preservation	-
(CA) Construction Administration	64,000
(CN) Construction	509,899
<i>(S) FAA AIP Funding (FY25) 95%</i>	(528,995)
<i>(IDD) Port Funds</i>	(31,083)
<i>(S) WSDOT Aviation Airport Aid Program Funding (FY25) 5%</i>	(13,821)
Quilcene	-
Campground	-
(PE) Design	20,000
<i>(IDD) Staff Compensation (Engineering)</i>	(20,000)
Herb Beck Boat Launch & Facility Improvements	-
(PE) Design (Bathroom Remodel and Parking Lot)	10,000
(CN) Construction (Boat Launch)	683,000
(CN) Construction (Parking Lot)	271,000
(CN) Construction (Bathroom)	101,000
<i>(S) RCO Boating Facilities Program Grant</i>	(406,500)
<i>(URC) Port Funds (from Port Wide Dock Renovations/Piling Replacement Program)</i>	(250,000)
<i>(IDD) Staff Compensation (Maintenance; Bathroom Remodel)</i>	(16,000)
<i>(IDD) Staff Compensation (Environmental)</i>	(18,750)
<i>(IDD) Port Funds</i>	(332,250)
<i>(IDD) Staff Compensation (Engineering)</i>	(41,500)

Project	2026
Short's Family Farm	-
Farm Property/Facility Maintenance	-
Capital Maintenance	150,000
(URC) Port Funds	(100,000)
(URC) Staff Compensation (Maintenance)	(50,000)
Other	-
Port Equipment/Vehicle Replacement	-
New (Used) Dump Truck	200,000
Excavator and Trailer	200,000
Two (2) Trucks/Vans for Maintenance Use on Jobsite	40,000
Remote Controlled Mower	50,000
Electronic Records Management System	65,000
Port-Wide Computer Replacement	10,000
Electric Travelift	1,000,000
(S) WA State Dept. Commerce CERB Grant (Travelift)	(730,000)
(URC) Port Funds	(535,000)
(PW) Port Wide Capital Reserve (Travelift)	(270,000)
(U) Unsecured Grant (Records Management System)	(30,000)
Port Wide - Yard/Parking/RV Resurfacing	-
Yard/Parking/RV Resurfacing	25,000
(URC) Port Funds	(25,000)
Emergency	-
Small Capital Projects	-
Unplanned Small Capital Projects	100,000
(URC) Port Funds	(100,000)
Boat Haven Bulkhead Repair (FEMA DR-4650)	-
Bulkhead Backfill Repair	100,000
(U) Unsecured Funding	(100,000)
Boat Haven Pavement Repair (FEMA DR-4650)	-
Pavement Repair	20,000
(U) Unsecured Funding	(20,000)
City Dock Repair (FEMA DR-4593)	-
(PE) Final Design	200,000
(U) Unsecured Funding	(200,000)
Point Hudson Shoreline Repair (FEMA DR-4682)	-
Shoreline Repair	250,000
(U) Unsecured Funding	(250,000)

5 Year Capital Improvement Plan (2026-2030)

Project	2026	2027	2028	2029	2030	5 Year Total
Boat Haven	-	-	-	-	-	-
Main Breakwater Project	-	-	-	-	-	-
(CA) Construction Administration	167,000	-	-	-	-	167,000
(CN) Environmental Mitigation	800,000	-	-	-	-	800,000
(CN) Construction	1,833,000	-	-	-	-	1,833,000
(S) Mitigation Credits	(800,000)	-	-	-	-	(800,000)
(S) MARAD PIPD Grant	(800,000)	-	-	-	-	(800,000)
(BH) Boat Haven Capital Reserve	(100,000)	-	-	-	-	(100,000)
(BH) Staff Compensation (Environmental)	(30,000)	-	-	-	-	(30,000)
(BH) Staff Compensation (Engineering)	(70,000)	-	-	-	-	(70,000)
(U) CERB Rural Ports Program	(1,000,000)	-	-	-	-	(1,000,000)
Marina Dredging	-	-	-	-	-	-
(PE) Design	150,000	-	-	-	-	150,000
(CN) Construction	-	550,000	-	-	-	550,000
(IDD) Port Funds	(100,000)	(525,000)	-	-	-	(625,000)
(IDD) Staff Compensation (Engineering)	(50,000)	(25,000)	-	-	-	(75,000)
Sea Level Rise Project	-	-	-	-	-	-
(PL) Planning	25,000	-	-	-	-	25,000
(URC) Port Funds	(25,000)	-	-	-	-	(25,000)
Sims Gateway & North Boatyard Expansion	-	-	-	-	-	-
(PE) Design	20,000	-	-	-	-	20,000
(CA) Construction Administration	117,000	-	-	-	-	117,000
(CN) Construction (Yard Widening, Pathway, Landscaping)	1,763,000	-	-	-	-	1,763,000
(S) Jefferson County PIF Grant 2021 (Port + City)	(213,000)	-	-	-	-	(213,000)
(S) Jefferson County PIF Grant 2023 (City)	(500,000)	-	-	-	-	(500,000)
(IDD) Port Funds	(1,117,000)	-	-	-	-	(1,117,000)
(IDD) Staff Compensation (Engineering)	(70,000)	-	-	-	-	(70,000)
Stormwater Improvement Project	-	-	-	-	-	-
(CN) Construction (Sims Way Component)	2,800,000	-	-	-	-	2,800,000
(S) WA Dept. Commerce ARPA Grant	(200,000)	-	-	-	-	(200,000)
(S) WA Dept. Commerce MTCA Grant	(500,000)	-	-	-	-	(500,000)
(IDD) Port Funds	(1,100,000)	-	-	-	-	(1,100,000)
(U) Unsecured Funding	(1,000,000)	-	-	-	-	(1,000,000)
West Boatyard Expansion	-	-	-	-	-	-
(PE) Design	705,000	-	-	-	-	705,000
(CA) Construction Administration	-	200,000	-	-	-	200,000
(CN) Construction	-	5,170,000	-	-	-	5,170,000
(S) WA Commerce 2025 Local and Community Projects Grant	(141,000)	(359,000)	-	-	-	(500,000)
(IDD) Port Funds	-	(665,000)	-	-	-	(665,000)
(IDD) Staff Compensation (Engineering)	-	(50,000)	-	-	-	(50,000)
(U) EDA Grant	(564,000)	(4,296,000)	-	-	-	(4,860,000)
Building/Facility Preservation (Interior Refurbishment, Exterior Improvements)	-	-	-	-	-	-
Capital Maintenance	50,000	50,000	50,000	50,000	50,000	250,000
(URC) Staff Compensation (Maintenance)	(16,500)	(16,500)	(16,500)	(16,500)	(16,500)	(82,500)
(URC) Port Funds	(33,500)	(33,500)	(33,500)	(33,500)	(33,500)	(167,500)
Capital Maintenance (Sperry Buildings)	50,000	50,000	50,000	50,000	50,000	250,000
(IDD) Port Funds	(33,500)	(33,500)	(33,500)	(33,500)	(33,500)	(167,500)
(IDD) Staff Compensation (Maintenance)	(16,500)	(16,500)	(16,500)	(16,500)	(16,500)	(82,500)
Yard Electrical Upgrades	-	-	-	-	-	-
(CN) Electrical Upgrades	100,000	100,000	100,000	-	-	300,000
(IDD) Port Funds	(100,000)	(100,000)	(100,000)	-	-	(300,000)
Puget Sound to Pacific (PS2P) Trail Project	-	-	-	-	-	-
(PL) Planning (J282 Segment - Larry Scott Trail to Park & Ride)	5,000	253,000	-	-	-	258,000
(PL) Planning (J284 Segment - Boat Haven to Ferry Terminal)	5,000	303,000	-	-	-	308,000
(S) USDOT FHWA RAISE Program Grant J282	-	(250,000)	-	-	-	(250,000)
(S) USDOT FHWA RAISE Program Grant J284	-	(300,000)	-	-	-	(300,000)
(URC) Port Funds	(10,000)	(6,000)	-	-	-	(16,000)
C and D Dock Rehabilitation	-	-	-	-	-	-
(PE) Design	-	-	-	-	500,000	500,000
(U) Unsecured Funding	-	-	-	-	(500,000)	(500,000)

Project	2026	2027	2028	2029	2030	5 Year Total
Point Hudson	-	-	-	-	-	-
Sail Loft Building Structural Repairs	-	-	-	-	-	-
Capital Maintenance	100,000	-	-	-	-	100,000
(IDD) Port Funds	(100,000)	-	-	-	-	(100,000)
RV Park Upgrades & Restoration	-	-	-	-	-	-
(CN) RV Park Restoration (incl. Electrical)	-	500,000	-	-	-	500,000
(CN) Utility Rehabilitations (Mains)	-	500,000	-	-	-	500,000
(CN) Pavement Preservation (Grind & Overlay)	-	-	650,000	-	-	650,000
(U) Unsecured Funding	-	(1,000,000)	(650,000)	-	-	(1,650,000)
Cantilevered Esplanade	-	-	-	-	-	-
(PE) Design	-	-	-	375,000	-	375,000
(CN) Construction	-	-	-	-	3,275,000	3,275,000
(U) Unsecured Funding	-	-	-	(375,000)	(3,275,000)	(3,650,000)
Building/Facility Preservation & Energy Efficiency Improvement	-	-	-	-	-	-
(CN) Duplex Building Interior Furnishing	65,000	-	-	-	-	65,000
(CN) Annex Building Exterior Improvements (Paint)	20,000	-	-	-	-	20,000
(PE) Commander's Beach House HVAC/DOAS Design	20,000	-	-	-	-	20,000
(CN) Commander's Beach House HVAC/DOAS Installation	170,000	-	-	-	-	170,000
(CN) Commander's Beach House Interior Improvements	175,000	-	-	-	-	175,000
(CN) Commander's Beach House Exterior Improvements (Paint)	45,000	-	-	-	-	45,000
(CN) Hospital Building Exterior Improvements (Paint)	70,000	-	-	-	-	70,000
(CN) Armory Tower/Sail Loft Building Exterior Improvements (Paint)	80,000	-	-	-	-	80,000
(CN) Salish Grill Building Exterior Improvements (Paint)	-	60,000	-	-	-	60,000
(CN) Main Building Exterior Improvements (Paint)	-	80,000	-	-	-	80,000
(CN) PSE Building Exterior Improvements (Paint)	-	20,000	-	-	-	20,000
(CN) Schooner Martha Building Exterior Improvements (Paint)	-	20,000	-	-	-	20,000
(PE) Main Building HVAC/DOAS Design	-	30,000	-	-	-	30,000
(CN) Main Building HVAC/DOAS Installation	-	600,000	-	-	-	600,000
(CN) Main Building Interior Improvements	-	300,000	-	-	-	300,000
(PE) Salish Grill Building HVAC/DOAS Design	-	-	22,500	-	-	22,500
(CN) Salish Grill Building HVAC/DOAS Installation	-	-	180,000	-	-	180,000
(CN) Salish Grill Building Interior Improvements	-	-	215,000	-	-	215,000
(PE) Hospital Building HVAC Design	-	-	22,500	-	-	22,500
(CN) Hospital Building HVAC Installation	-	-	525,000	-	-	525,000
(CN) Hospital Building Interior Improvements	-	-	320,000	-	-	320,000
(PE) Armory Tower/Sail Loft Building HVAC Design	-	-	-	25,000	-	25,000
(CN) Armory Tower/Sail Loft Building HVAC Installation	-	-	-	675,000	-	675,000
(CN) Armory Tower/Sail Loft Building Interior Improvements	-	-	-	425,000	-	425,000
(PE) PSE Building HVAC Design	-	-	-	-	11,500	11,500
(CN) PSE Building HVAC Installation	-	-	-	-	85,000	85,000
(CN) PSE Building Interior Improvements	-	-	-	-	92,000	92,000
(PE) Schooner Martha Building HVAC Design	-	-	-	-	11,500	11,500
(CN) Schooner Martha Building HVAC Installation	-	-	-	-	85,000	85,000
(CN) Schooner Martha Building Interior Improvements	-	-	-	-	92,000	92,000
(IDD) Port Funds	(585,000)	(180,000)	-	-	-	(765,000)
(IDD) Staff Compensation (Maintenance)	(50,000)	-	-	-	-	(50,000)
(IDD) Staff Compensation (Engineering)	(10,000)	-	-	-	-	(10,000)
(U) Unsecured Funding	-	(930,000)	(1,285,000)	(1,125,000)	(377,000)	(3,717,000)
Roof Replacement/Weatherization (Standing Seam Metal Roof)	-	-	-	-	-	-
(CN) Construction	2,005,000	-	-	-	-	2,005,000
(S) Heritage Capital Projects Grant	(970,000)	-	-	-	-	(970,000)
(IDD) Port Funds	(530,000)	(50,000)	(50,000)	(50,000)	(50,000)	(730,000)
(IDD) Staff Compensation (Engineering)	(5,000)	-	-	-	-	(5,000)
(U) WA Dept of Ecology Asbestos Abatement Loan (50% forgivable)	(500,000)	50,000	50,000	50,000	50,000	(300,000)
Mariners' Memorial	-	-	-	-	-	-
(CN) Memorial	100,000	-	-	-	-	100,000
(IDD) Port Funds	(50,000)	-	-	-	-	(50,000)
(U) Donations	(50,000)	-	-	-	-	(50,000)

Project	2026	2027	2028	2029	2030	5 Year Total
JCIA	-	-	-	-	-	-
JCIA Master Plan Update	-	-	-	-	-	-
(PL) Master Plan Update	177,000	-	-	-	-	177,000
(PL) Environmental Wetland Delineation	52,632	-	-	-	-	52,632
(S) FAA AIP Funding (FY24) 90%	(150,300)	-	-	-	-	(150,300)
(S) FAA AIP Funding (FY25) 95%	(50,000)	-	-	-	-	(50,000)
(S) WSDOT Aviation Airport Aid Program Funding (FY24) 5%	(8,350)	-	-	-	-	(8,350)
(URC) Port Funds	(10,982)	-	-	-	-	(10,982)
(URC) Staff Compensation (Engineering)	(10,000)	-	-	-	-	(10,000)
Airport Pilot Center	-	-	-	-	-	-
(CN) Construction	300,000	-	-	-	-	300,000
(IDD) Port Funds	(300,000)	-	-	-	-	(300,000)
Stormwater Management	-	-	-	-	-	-
Stormwater Management	25,000	25,000	25,000	25,000	25,000	125,000
(URC) Staff Compensation (Maintenance)	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(125,000)
Rural Light Industrial Park (24 acres)	-	-	-	-	-	-
(PE) Design (90-100%)	75,000	-	-	-	-	75,000
(CN) Construction (Road Access)	700,000	-	-	-	-	700,000
(CN) Construction (Site Development)	-	3,700,000	3,700,000	-	-	7,400,000
(S) Jefferson County PIF Grant (2024; Road Access)	(233,969)	-	-	-	-	(233,969)
(IDD) Port Funds	(531,031)	-	-	-	-	(531,031)
(IDD) Staff Compensation (Engineering)	(10,000)	-	-	-	-	(10,000)
(U) Unsecured Funding	-	(3,700,000)	(3,700,000)	-	-	(7,400,000)
Fuel System Improvement	-	-	-	-	-	-
(CA) Construction Administration	62,725	-	-	-	-	62,725
(CN) Construction	848,408	-	-	-	-	848,408
(S) FAA AIG Funding (FY25) 95%	(470,525)	-	-	-	-	(470,525)
(A) FAA AIG Funding (FY26) 95% retroactive reimbursement	(137,000)	-	-	-	-	(137,000)
(A) FAA AIP Funding (FY26) 95% retroactive reimbursement	(150,000)	-	-	-	-	(150,000)
(A) FAA AIP Funding (FY27) 90% retroactive reimbursement	-	(93,363)	-	-	-	(93,363)
(IDD) Port Funds	(143,608)	93,363	-	-	-	(50,245)
(IDD) Staff Compensation (Engineering)	(10,000)	-	-	-	-	(10,000)
Pavement Preservation	-	-	-	-	-	-
(CA) Construction Administration	64,000	-	-	-	-	64,000
(CN) Construction	509,899	-	-	-	-	509,899
(S) FAA AIP Funding (FY25) 95%	(528,995)	-	-	-	-	(528,995)
(S) WSDOT Aviation Airport Aid Program Funding (FY25) 5%	(13,821)	-	-	-	-	(13,821)
(IDD) Port Funds	(31,083)	-	-	-	-	(31,083)
Quilcene	-	-	-	-	-	-
Campground	-	-	-	-	-	-
(PE) Design	20,000	-	-	-	-	20,000
(CN) Construction	-	-	180,000	-	-	180,000
(URC) Port Funds	-	-	(120,000)	-	-	(120,000)
(IDD) Staff Compensation (Maintenance)	-	-	(60,000)	-	-	(60,000)
(IDD) Staff Compensation (Engineering)	(20,000)	-	-	-	-	(20,000)
Herb Beck Boat Launch & Facility Improvements	-	-	-	-	-	-
(PE) Design (Bathroom Remodel and Parking Lot)	10,000	-	-	-	-	10,000
(CN) Construction (Boat Launch)	683,000	683,000	-	-	-	1,366,000
(CN) Construction (Parking Lot)	271,000	271,000	-	-	-	542,000
(CN) Construction (Bathroom)	101,000	101,000	-	-	-	202,000
(S) RCO Boating Facilities Program Grant	(406,500)	(406,500)	-	-	-	(813,000)
(URC) Port Funds (from Port Wide Dock Renovations/Piling Replacement Program)	(250,000)	-	-	-	-	(250,000)
(IDD) Staff Compensation (Maintenance; Bathroom Remodel)	(16,000)	(16,000)	-	-	-	(32,000)
(IDD) Staff Compensation (Environmental)	(18,750)	(18,750)	-	-	-	(37,500)
(IDD) Port Funds	(332,250)	(582,250)	-	-	-	(914,500)
(IDD) Staff Compensation (Engineering)	(41,500)	(31,500)	-	-	-	(73,000)
Marina Dredge, Dock, and Gangway Replacement	-	-	-	-	-	-
(PE) Design	-	191,000	200,000	-	-	391,000
(CN) Marina Dredge	-	-	498,000	-	-	498,000
(CN) Demolition, Removal, Gangway and Piling Replacement	-	-	1,152,000	-	-	1,152,000
(CN) Construction (Docks incl. Mitigation; performed by Maintenance Staff)	-	443,500	683,500	-	-	1,127,000
(A) Mitigation Credits	-	-	(240,000)	-	-	(240,000)
(IDD) Port Funds	-	(443,100)	(817,100)	-	-	(1,260,200)
(IDD) Staff Compensation (Maintenance)	-	(177,400)	(177,400)	-	-	(354,800)
(IDD) Staff Compensation (Engineering)	-	(14,000)	(49,000)	-	-	(63,000)
(U) Unsecured Funding	-	-	(1,250,000)	-	-	(1,250,000)

Project	2026	2027	2028	2029	2030	5 Year Total
Short's Family Farm	-	-	-	-	-	-
Farm Property/Facility Maintenance	-	-	-	-	-	-
Capital Maintenance	150,000	150,000	150,000	150,000	150,000	750,000
(URC) Staff Compensation (Maintenance)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(250,000)
(URC) Port Funds	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(500,000)
Water Access	-	-	-	-	-	-
Mats Mats Bay Facilities	-	-	-	-	-	-
(CN) Facility Refurbishment for Kayak Storage	-	30,000	-	-	-	30,000
(IDD) Port Funds	-	(30,000)	-	-	-	(30,000)
Hadlock Dock and Gangway Replacement	-	-	-	-	-	-
(PE) Design	-	100,000	205,000	-	-	305,000
(CN) Construction	-	-	432,000	212,000	-	644,000
(U) Unsecured Funding	-	(100,000)	(637,000)	(212,000)	-	(949,000)
Union Wharf Electrification & Mooring Dolphins	-	-	-	-	-	-
(PE) Design	-	334,000	-	-	-	334,000
(CN) Construction	-	-	878,000	-	-	878,000
(U) Unsecured Funding	-	(334,000)	(878,000)	-	-	(1,212,000)
Other	-	-	-	-	-	-
Port Equipment/Vehicle Replacement	-	-	-	-	-	-
New (Used) Dump Truck	200,000	-	-	-	-	200,000
Excavator and Trailer	200,000	-	-	-	-	200,000
Two (2) Trucks/Vans for Maintenance Use on Jobsite	40,000	-	-	-	-	40,000
Remote Controlled Mower	50,000	-	-	-	-	50,000
Electronic Records Management System	65,000	-	-	-	-	65,000
Port-Wide Computer Replacement	10,000	-	-	-	-	10,000
Electric Travelift	1,000,000	-	-	-	-	1,000,000
(S) WA State Dept. Commerce CERB Grant (Travelift)	(730,000)	-	-	-	-	(730,000)
(URC) Port Funds	(535,000)	-	-	-	-	(535,000)
(PW) Port Wide Capital Reserve (Travelift)	(270,000)	-	-	-	-	(270,000)
(U) Unsecured Grant (Records Management System)	(30,000)	-	-	-	-	(30,000)
Port Wide - Yard/Parking/RV Resurfacing	-	-	-	-	-	-
Yard/Parking/RV Resurfacing	25,000	25,000	25,000	25,000	25,000	125,000
(URC) Port Funds	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	(125,000)
Port Wide - Dock Renovations & Piling Replacement	-	-	-	-	-	-
Dock Renovations & Piling Replacement	-	250,000	250,000	250,000	250,000	1,000,000
(URC) Port Funds	-	(250,000)	(250,000)	(250,000)	(250,000)	(1,000,000)
Emergency	-	-	-	-	-	-
Small Capital Projects	-	-	-	-	-	-
Unplanned Small Capital Projects	100,000	100,000	100,000	100,000	100,000	500,000
(URC) Port Funds	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(500,000)
Boat Haven Bulkhead Repair (FEMA DR-4650)	-	-	-	-	-	-
Bulkhead Backfill Repair	100,000	-	-	-	-	100,000
(U) Unsecured Funding	(100,000)	-	-	-	-	(100,000)
Boat Haven Pavement Repair (FEMA DR-4650)	-	-	-	-	-	-
Pavement Repair	20,000	-	-	-	-	20,000
(U) Unsecured Funding	(20,000)	-	-	-	-	(20,000)
City Dock Repair (FEMA DR-4593)	-	-	-	-	-	-
(PE) Final Design	200,000	-	-	-	-	200,000
(CN) Construction	-	500,000	-	-	-	500,000
(U) Unsecured Funding	(200,000)	(500,000)	-	-	-	(700,000)
Mats Mats Bulkhead Repair (FEMA DR-4682)	-	-	-	-	-	-
Bulkhead Repair	-	100,000	200,000	1,200,000	-	1,500,000
(U) Unsecured Funding	-	(100,000)	(200,000)	(1,200,000)	-	(1,500,000)
Point Hudson Marina Revetment Repair (FEMA DR-4682)	-	-	-	-	-	-
Marina Revetment Repair	-	250,000	1,600,000	-	-	1,850,000
(U) Unsecured Funding	-	(250,000)	(1,600,000)	-	-	(1,850,000)
Point Hudson Shoreline Repair (FEMA DR-4682)	-	-	-	-	-	-
Shoreline Repair	250,000	2,600,000	-	-	-	2,850,000
(U) Unsecured Funding	(250,000)	(2,600,000)	-	-	-	(2,850,000)
Quilcene Revetment Repair (FEMA DR-4682)	-	-	-	-	-	-
Revetment Repair	-	100,000	200,000	1,000,000	-	1,300,000
(U) Unsecured Funding	-	(100,000)	(200,000)	(1,000,000)	-	(1,300,000)

To be Presented At Meeting

PORT OF PORT TOWNSEND
AGENDA COVER SHEET

MEETING DATE	November 12, 2025
AGENDA ITEM	<input type="checkbox"/> Consent <input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading <input type="checkbox"/> Regular Business <input checked="" type="checkbox"/> Informational
AGENDA TITLE	Informational Items
STAFF LEAD	Eron Berg, Executive Director
REQUESTED	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Motion/Action <input type="checkbox"/> Discussion
ATTACHMENTS	<ul style="list-style-type: none">• Lease update• Commission Meeting Schedule

PORT OF PORT TOWNSEND

AGENDA MEMO

DATE: 11/6/2025
TO: Commission
FROM: Heron Scott, Lease & Contracts Administrator
SUBJECT: November 12th, 2025 Lease Update

ISSUE

The purpose of this memo is to keep the Commission informed about existing, planned, and potential leases.

BACKGROUND

As of the beginning of this month the Port has 42 land leases, 43 building leases, and 59 rental agreements.

DISCUSSION

New Agreements Starting on November 1st, 2025: None

New License & Use Agreements: None

Lease/Rental Amendments: None

Exercising Options:

- Finnriver d/b/a Olympic Biochar – 1 year option
- Finnriver d/b/a The Grainery – 1 year option
- One Straw Ranch, Inc. - 1 year option

Assignments/Assumptions: None

Lease/Rental Termination/Vacation:

- NWSWB – Early Termination. Nomura Bldg. East 1st Floor; Effective 11/30/2025
- Young, Wilbur – Vacation. Port Owned Hangar #103 ; Effective 10/31/2025

November Rent Increases:

- **CPI Increase (3.7%):** Aurora Aircraft Maint. & Restoration, Blue Moose Café, Coote Norman, Olympic Biochar, The Grainery, One Straw Ranch, Quilcene Harbor Yacht Club, Shanghai Restaurant, The Shop Cooperative, Washington Dept. Fish & Wildlife
- **Market Rate Increase:** None
- **Step Increase:** None
- **License:** None

2025 Expiring Leases: None

2026 Expiring Leases:

- PT Yacht Club, exp 2/28/2026
- Jefferson County, exp 9/30/2026
- Scow Bay Boats, exp 9/30/2026
- Marine Resources Consultants Inc., exp 9/30/2026
- Jochems Property Management, exp 10/31/2026
- Shanghai Restaurant, exp 10/31/2026
- Marina Café, exp 12/31/2026

Available Properties:

- US Customs space at Point Hudson. 1,600 sf at \$2,419/month (\$1.52/sf)
- Office #2E, 2nd floor Nomura bldg. 208 sf at \$268.32/month (\$1.29/sf)
- Nomura bldg., 1st floor east. 1,942 sf at \$2,466.34/month (\$1.27/sf)
- Pad sites #1, 2, 3, and P at JCIA (\$0.0727/sf)
- Hangar #103, JCIA \$285.45/month

ATTACHMENTS

1. November 2025 Lease List

RECOMMENDATIONS

For information only.

CHIMACUM - PROPERTY		NOVEMBER 2025		
LEASE NAME	Lease Amount	Lease Expiration	NEXT CPI/ Step Incr.	REMARKS
One Straw Ranch, Inc.	26.00	10/31/2026	11/1/2026	One 1-yr terms, CPI at beginning of each term. CPI & Option
One Straw Ranch, Inc.	758.34	10/31/2026	11/1/2026	One 1-yr terms, CPI at beginning of each term. CPI & Option
Flying Knucklehead Ranch	\$ 110.18	11/30/2026	12/1/2026	One 1-yr options. Amended in Aug 25 to exclude field #19 and barn
Short , William	816.95	8/31/2026	9/1/2026	Signed Sept. 5th 2024. New rental agreement in place for Sept. 1 2025
Finnriver d/b/a Olympic Biochar	392.57	10/31/2026	11/1/2026	One 1-yr options, CPI at beginning of each term. Amended the leased area July 2025 CPI & Option
Finnriver d/b/a The Grainery	396.31	10/31/2026	11/1/2026	One 1-yr options, CPI at beginning of each term. Added field 19 and barn Aug 25. CPI & Option
Jefferson Co. Conservation District	1.00	Mo/Mo	N/A	On-site water quality monitoring services provided by tenant to the Port
Puget Sound Voyaging Society, Inc.	474.48	Mo/Mo	3/1/2026	Mo-Mo agreement. Applied for WA State tax exemption 2/4/25.

QUILCENE - PROPERTY	NOVEMBER 2025			
LEASE NAME	Lease Amount	Lease Expiration	NEXT CPI/ Step Incr.	REMARKS
Coast Seafoods	6,628.35	12/31/2039	1/1/2026	Bond-annual renewal. \$2708.16 cash dep as well. MR every 3-years.
Quilcene Harbor Yacht Club	593.91	10/31/2027	11/1/2026	Tax based on market value.Rent + 106/hrs in-kind labor/yr. Non-exclusive use of deck. CPI

Point Hudson - PROPERTY		NOVEMBER 2025		
LEASE NAME	Lease Amount	Lease Expiration	NEXT CPI/STEP Incr.	REMARKS
Best Coast Canvas	777.75	9/30/2029	10/1/2026	SW end,ground floor. New lease. Ann. CPI/MR beg yr 3, every 3 yrs (deposit follows MR schedule)
Brion Toss Yacht Rigging	1,952.88	9/30/2029	10/1/2026	New 5 + 5 lease. 1154 sf marina-facing; 1246 sf int floor space; 43 sf paint locker. Ann CPI/MR-3yr
Brooks, Cindy	47.04	Mo/Mo	7/1/2026	Month to month storage for wherry.
Cashin, Andrew	296.89	Mo/Mo	2/1/2026	Mo/Mo. 30-day notice for increases. Office #11.
Chapin, Steve	209.06	Mo/Mo	5/1/2026	Mo/Mo, continued rental of land in Back 40 for storage containers
Chums A Shop by the Sea	701.01	11/30/2026	12/1/2026	1 year lease with 1 year option.
Commanders Beach House	2,809.75	4/30/2030	5/1/2026	108 hrs in-kind labor/yr (yard maintenance), value deducted from market rent value. LET based on market rent. In kind report turned in quarterly.
Esmeralda, Esme	297.00	Mo/Mo	8/1/2026	Rental agreement for PH office. CPI Annually.
Hudson Point Café	25.52	Mo/Mo	7/1/2026	Seasonal rental
Hudson Point Café-(Flanigan)	1,894.93	6/30/2030	7/1/2026	CPI/MR increases. Assigned to Laura Flanigan & Luke Flanigan 4/1/24. Exercised option 3/11/25.
Impact Naval Architects, LLC	312.10	Mo/Mo	9/1/2026	Office #1, Main Bldg. CPI/MR w/30 days' notice. Moved from Duplex office.
Lilac & Fig LLC	418.62	Mo/Mo	7/1/2026	
Marine Resources Consultants Inc.	566.20	9/30/2026	10/1/2026	Leased space reduced in size for Brion Toss restroom access. New lease 10/1/24.
Mark Kielty Design	311.52	Mo/Mo	8/1/2026	Rental agreement for PH water-view office. CPI Annually.
Northwest Maritime Center	89.60	Mo/Mo	6/1/2026	Temporary storage of Conexbox for WBF items.
Northwest Maritime Center	1,584.83	6/30/2031	7/1/2027	Amend 1: commence building structure by 6/30/2031, complete w/i 12 mos.
Northwest Maritime Center	435.54	Mo/Mo	10/1/2026	Fenced storage space, ground floor of Armory Bldg.
Northwest Maritime Center	47.18	auto renewal	6/1/2027	License renews automatically annually. Port may terminate w/180 day notice.
OM LLC	311.52	Mo/Mo	6/1/2026	Small office, Main Building.
Puget Sound Express	2,057.24	5/1/2034	6/1/2026	1600 sf Carpenter's Bdg; 850 sf shop in Armory Bdg; 4 car spaces. MR on Jan 1, 2026.
Salish Grill / TNT Restaurants LLC	3,676.80	4/30/2027	5/1/2026	Two 5-yr options: Exercised last opt 5/1/2022-4/30/2027. Name change from Doc's 1/1/2025.
Schooner Martha Foundation	966.53	12/31/2029	1/1/2027	Market rate beg year 3. Land for storage only. Exercised last option, extends to 12/31/2029.
Shanghai Restaurant	3,092.24	10/31/2026	11/1/2026	MR every 3yrs. Annual CPI. Exercised last 5-yr option 11/1/21-10/31/26. CPI
Shannon Partners LLC/SEA Green Partners	3,940.88	9/30/2038	10/1/2026	*7/1/27 rent incr to \$5,090.71. Ann CPI. Beg 7/1/2032 and every 5 yrs after market rent incr.
The Artful Sailor	1,031.30	11/30/2026	12/1/2026	Combined 2 agreements into one lease. 1+1+1.
University of WA - Sea Grant	676.00	1/31/2030	2/1/2026	5 year lease. CPI/MR.
Washington Dept. Fish & Wildlife	160.08	Mo/Mo	8/1/2026	Old Customs fenced storage area
Washington Dept. Fish & Wildlife	19.35	Mo/Mo	6/1/2026	Storage of spare boat motor in a crate.
Washington Dept. Fish & Wildlife	33.39	Mo/Mo	7/1/2026	Strip of land on N side of Cupola Annex for crab pot, tool, misc storage.
Washington Dept. Fish & Wildlife (DES)	10,166.08	3/31/2029	N/A	Lease #SRL 23-0098: 5-yr + 5-yr option. Upon Port's completion of maint items, rent increases to \$10,166.08/mo.
Washington Dept. Fish & Wildlife (DES)	1,809.26	Mo/Mo	11/1/2026	Bldg inspection passed 8/15/24-rent increase, per lease.
West Sound Maritime, Inc.	2,751.92	4/30/2030	5/1/2026	Cupola Annex. CPI
West Sound Maritime, Inc.	2,751.92	4/30/2030	5/1/2026	3,335 sf loft & downstairs foyer
Wolfe, Katrina	650.93	Mo/Mo	4/1/2026	Issued a No Rent Access Period" agreement for mo of Mar 2025 for specified improvements

Boat Haven - PROPERTY		NOVEMBER 2025		
LEASE NAME	Lease Amount	Lease Expiration	NEXT CPI/MR STEP Incr.	REMARKS
Admiral Ship Supply	2,664.00	1/31/2030	2/1/2026	Exercised last option, lease expires 1/31/2030. Amend 2 increases premises to 3000 sf.
Andersen Machine Shop. Inc.	336.57	9/30/2027	10/1/2026	Rate adj. 2005 & every 3 yrs thereafter/CPI due yearly.
Andersen Machine Shop. Inc.	71.31	Mo/Mo	6/1/2026	228 sf land adjacent to shop for storage.
Armstrong Consolidated, LLC	18,648.75	Mo/Mo	12/1/2026	Rental agreement.
Armstrong Consolidated, LLC	4,436.96	9/30/2024	10/1/2026	Assignment. Exercised last one-year option, exp 8/31/24. *HOLDOVER RENT APPLIED 10/1/24
Blue Moose Café	921.36	10/31/2026	11/1/2026	5 +5 yr lease. CPI @ mo 25/ MR beg yr 5 (11/1/25). Last of steps 5/1/23. CPI
CFPS Inc.	156.09	Mo/Mo	7/1/2026	Financial consultant
Crown Castle	17,512.97	6/30/2030	6/1/2026	*See Lease Sect 11.2 for CPI rate instructions. Annual payment. 5th 5-yr option 7/1/25-6/30/30
Crown Castle - AT&T Sub-lease	1,124.78		9/1/2026	Annual escalation rate 6.5% 2018-22-Decreases to 3% in 2023.
Eagle Harbor Marine	284.75	Mo/Mo	9/1/2026	From yard tenant @ high rate to mo-mo tenant @ \$0.25/sf.
EDC Team Jefferson	999.79	Mo/Mo	7/1/2026	TJ is searching for compatible tenants for upstairs offices.
Fine Yacht Interiors, subtenants: Marie Delaney & M. Miller	1,539.75	5/31/2028	6/1/2026	4% max CPI,per lease. All options have been exercised.
Flye, Todd dba On The Flye	435.65	1/31/2028*	2/1/2026	New lease. 3-yr + two 1-yr options
Haven Boatworks, LLC	1,866.57	Mo/Mo	8/1/2026	M/M-took over Johnson Fab space.
Haven Boatworks, LLC	1,639.66	Mo/Mo	1/1/2026	Agmmt for bldg improvements 11/23/20-12/31/20. Rent begins 1/1/21.
Heather Johnson Photography	205.14	Mo/Mo	9/1/2026	Mo-to-mo. Marine trades photographer.
Jefferson County	2,208.07	9/30/2026	10/1/2026	1-mo deposit/180 day notice "terminable at will"-tenant or landlord.
Jochems Property Management	355.85	10/31/2026	N/A	CPI every 2 yrs, per Amend dated Jan 2004.
Katz, Alan	1,186.38	Mo/Mo	6/1/2026	Land rental agreement-5,517 sf, tenant doing active work in a temporary structure-Yard.
Key City Fish Co.	2,886.99	8/31/2028*	9/1/2026	Commercial space/industrial space/land. Annual CPI/MR every three years.
Key City Fish Co.	765.32	9/31/2028	8/1/2026	New lease for office space. 3 year plus one 5 year option to match lease terms for other premises
Key City Fish Co.	983.21	11/30/2029	12/1/2026	5 yr with two 5-yr options.
Kimmel's Crab Shack	2,712.17	4/30/2049	5/1/2026	Land lease. Beginning year 2 annual CPI. MR every 3-yr.
Kulin & Vizzini (PT Rigging)	611.50	3/31/2030	4/1/2026	Port Adjustment every 3 yrs/CPI annually.
Marine Surveys & Assessments Co-op	1,757.30	1/31/2028	3/1/2026	Building + 2 car spaces.
NW Maritime Center (marine thrift)	729.95	1/31/2030*	2/1/2026	New 5-yr lease + one 5-yr option
NW School of Wooden Boatbuilding, subtenant: PTMTA	665.11	6/30/2026	N/A	Early termination effective 11/30/2025
Olympic Crane	60.03	Mo/Mo	2/1/2026	Relocated crane only to Pete's Marine Metals.
Perpetual Boatworks, LLC	1,729.52	Mo/Mo	3/1/2026	Month to month. Port may terminate w/i 30 mos, 20 day's notice (boatyard expansion)
Pete Stein & Compass Woodwork	117.59	Mo/Mo	6/1/2026	40x8' spot for storage container & 7'x8' spot for planer.
Pete's Marine Metal	1,232.40	7/31/2027	8/1/2026	New 2+2 year lease in Aug 2025
Port Townsend Sailing Association	768.23	12/31/2027	12/1/2026	5-yr + 5-yr, includes 50% kitchen use. Annual CPI, MR beg. year 3.
PT Brewing Sands, Guy & Kim	4,110.01	5/31/2026	6/1/2026	Exercising first of three 5-yr options 6/1/21 thru 5/31/26. Would like a new mo/mo.
PT Brewing, Sands, Guy & Kim	193.73	Mo/Mo	10/1/2026	Mo-to-mo. Outdoor dining area.
PT Fuel Dock LLC	915.65	6/30/2029	N/A	Bldg. & flowage fee.Rate adjmt after 10yr. Exercised last remaining option.
PT Furniture Clinic	733.11	1/31/2030*	2/1/2026	5 yr + one 5-yr option.
PT Rigging, Inc.	805.75	Mo/Mo	10/1/2026	2,720 additional sq ft land for rigging related work & storage.
PT Shipwrights, Inc.	9,105.34	7/31/2050&2058	8/1/2026	CPI begins year 7. MR incr 8/1/30-every 10 yrs. Deposit increase @16 yrs/then every 10 yrs.
Pt Townsend Yacht Club	295.44	2/28/2026	N/A	Cumulative CPI every 5 years.
Revision Marine, LLC	2,581.20	12/31/2029	1/1/2026	New lease/ 5-yr + one 5-yr option.
Sail Port Townsend	231.27	Mo/Mo	5/1/2026	New month-to-month rental agreement.
Scow Bay Boats	623.47	9/30/2026	10/1/2026	Special adopted rate-marine trades, land rental-temporary buildings. Renewed last option.
Sea J's Café, Jevne, Florence (Estate of)	1,339.33	Mo/Mo	6/1/2026	NOW A MONTH-MONTH BUILDING & LAND LEASE.
Sitewise Design, PLLC	191.62	Mo/Mo	6/1/2026	Mo-to-mo. Civil engineering firm.
Skookum Corporation	985.34	3/31/2026	N/A	Terminated 1995 lease. New lease-3/24/21. Annual step increases. 3036 sf.
Stephen's Marine	61.62	Mo/Mo	2/1/2026	Temporary storage - moving into Jochems building.
Sunrise Coffee Co.	2,278.40	9/30/2031	10/1/2026	Ann. CPI/MR every 5 yrs. 10-yr w/ two 5-yr options.
Takaki, Jennifer Alys	127.86	Mo/Mo	10/1/2026	Month-to-month. Outdoor dining area.
Takaki, Jennifer Alys	760.21	12/31/2026	1/1/2026	Garbage \$60 per Mo. New 5-year lease.
The Shop Cooperative	92.92	Mo/Mo	9/1/2026	Land for placement of 8'x40' container.
The Shop Cooperative	1,242.95	Mo/Mo	11/1/2026	Bldg. 1 rental agreement. Will add to lease in the spring. CPI
The Shop Cooperative (Subtenant-D'Arcy Marine Services)	6,560.75	5/31/2026	6/1/2027	Lease Assignment from Stein/Compass.
U. S. Coast Guard	5,653.93	8/31/2026	N/A	Lease No.: HSCG89-16-1-0107. Standstill agmmt thru 8/31/26, until new lease executed.
Yackel Scuba Services	1,561.60	4/30/2030	5/1/2026	Assigned/Assumed from Octopus Gardens Diving

JCIA - PROPERTY	NOVEMBER 2025			
LEASE NAME	Lease Amount	Lease Expiration	NEXT CPI/ Step Incr.	REMARKS
A Hangar Condo Association	1,451.22	11/20/2045	12/1/2026	E & F Condos/Hangars. Amend 2 corrected 'E' land to 10,112 sf & 'F' land to 9,880 sf (19,992 sf).
Aurora Aircraft Maint. & Restoration	654.83	10/31/2026	11/1/2026	*Option 1: 11/1/21 thru 10/31/26(exercised). Option 2: 11/1/26 thru 10/31/31. CPI
Aurora Aircraft Maint. & Restoration (FUEL)	N/A	N/A	N/A	Terminated 10/1/2025
Browning, Scott & Lori	9.51	auto -renew	8/1/2026	Annual license to remove trees & shrubs for their view. Renewed thru 7/2025.
Coote, Norman	72.59	Mo/Mo	11/1/2026	Purchased from Dennis Broderson estate. CPI
Dow, Jeffery	433.11	12/31/2028	8/1/2026	11/2010 Assumed lease. Port Policy Adj./CPI Annually.
Eber, Lorenz	80.00	Mo/Mo	1/1/2027	Purchased hangar from Tom Brotherton. Month-to-month land agrmnt.
Erickson, Warren & Karen	232.87	7/26/2057	3/1/2026	Port Adjustment every 3 yrs/CPI annually (Ins w/Grandy & Piper)
G Hangar Condo Assoc.	746.95	6/30/2047	7/1/2026	Port Policy Adj./CPI Annually. Replacement issued as Amend 1 never notarized.
Grandy, Richard	232.87	7/26/2057	3/1/2026	Port Adjustment every 3 yrs/CPI annually (Ins w/Erickson & Piper)
Hangar C Group LLC	796.81	4/30/2053	12/1/2026	MR every 3 yrs/ann CPI/term extended to2053. Amend #6.
H-Hangar Corp. @ JCIA	716.03	6/22/2049	7/1/2026	Port Adjustment every 3 yrs/CPI annually.
Islam, Marc	72.70	Mo/Mo	5/1/2026	Purchased t-hangar from Garth Roethle.
JCIA PORT-OWNED HANGAR #101	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JCIA PORT-OWNED HANGAR #102	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JCIA PORT-OWNED HANGAR #103	N/A	N/A	N/A	Port-owned hangar. Vacated 10/31/25
JCIA PORT-OWNED HANGAR #104	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JCIA PORT-OWNED HANGAR #107	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JCIA PORT-OWNED HANGAR #108	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JCIA PORT-OWNED HANGAR #201	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JCIA PORT-OWNED HANGAR #202	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JCIA PORT-OWNED HANGAR #203	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JCIA PORT-OWNED HANGAR #204	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JCIA PORT-OWNED HANGAR #205	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JCIA PORT-OWNED HANGAR #206	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JCIA PORT-OWNED HANGAR #207	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JCIA PORT-OWNED HANGAR #208	285.45	Mo/Mo	1/1/2026	Port-owned hangar
JEFFCO Hangar Assoc., Inc.	853.30	11/30/2041	12/1/2026	New 20-yr lease. Annual CPI, MR every 5-years.
Jefferson Co Airport Condo Owners Assoc	2,386.40	7/26/2057	3/1/2026	Assigned from NW Hangars, LLC. MR every 3 years/annual CPI.
Jefferson County Fire District #6	N/A	7/29/2017	N/A	Land in exchange for fire protection services.
Jefferson Timber Cooperative	3,140.85	3/31/2055	4/1/2026	30-yr lease, one 10-yr option. MR adj beg yr three/annual CPI.
K-Hangar Assoc. @ JCIA	706.81	12/9/2049	5/1/2026	Port Adjustment every 3 yrs/CPI annually.
L Hangar Condo Assoc @JCIA	708.55	10/31/2048	10/1/2026	Port Adjustment every 3 yrs/CPI annually.
Lemanski, Tom & Linda	80.00	Mo/Mo	4/1/2026	
Lemanski, Tom & Linda	70.00	Mo/Mo	2/1/2026	Purchased from Brendon Townshend
Morrison, Neil	213.42	4/30/2053	5/1/2026	Port Adjustment every 3 yrs/CPI annually.
Morrison, Neil	213.42	4/30/2053	5/1/2026	Port Adjustment every 3 yrs/CPI annually.
Northwest Custom Hangars, LLC	1,299.51	12/31/2075	1/1/2026	Port adjustments every 3 yrs/CPI annually. Deposit increase every 3 yrs.
Piper, James E.	232.87	7/26/2057	3/1/2026	Port Adjust every 3 yrs/CPI annually (Ins w/Erickson & Grandy). Assignment 9-13-24. \$302 fee.
Port Townsend Aero Museum	457.32	7/31/2052	5/1/2026	Amendment 2. MR every 3 yrs.
Port Townsend Aero Museum	674.22	7/31/2052	5/1/2026	Amendment 2. MR every 3 yrs.
Port Townsend Aero Museum	195.99	7/31/2052	5/1/2026	Amendment 2. MR every 3 yrs. Amend 3 allows for 5400 sf to be charged at 50%.
Port Townsend Aero Museum	309.60	4/30/2053	5/1/2026	Port Adjustment every 3 yrs/CPI annually.
Port Townsend Aero Museum	80.00	Mo/Mo	5/1/2026	7/01/2013 Bought T-Hangar next to his bldg.
Port Townsend Aircraft Services LLC	463.27	6/30/2035	7/1/2026	30 yr lease with two 10 yr options. Port adjustment every 3yrs/CPI yearly.
Puget Sound Express	438.86	10/8/2050	10/1/2026	Port Adjustment every 3 yrs/CPI annually.
Sellick, Kim	72.70	Mo/Mo	4/1/2026	Purchased t-hangar from D. Pratt.
Spruce Goose Café (Goosin Around)	283.46	9/30/2029	10/1/2026	Assigned, Assumed, Amended 7/1/24 from Casual Affair to Goosin Around.
Station Prairie, LLC	669.70	4/30/2072	5/1/2026	50-yr lease for hangar construction. Bruce Seton. *Annual deposit adjustments.
Wexman, Scott & Diana Levin	307.42	3/31/2053	4/1/2026	Assumed Odom lease 10/03/14-CPI Annually/MR every 3-years.

Port of Port Townsend
Upcoming Commission Meetings Calendar 2025 (Tentative Agenda Items)

Wed-Fri Nov. 19/21		WPPA Annual Meeting	Marriott, Tacoma	
Tues., Nov. 25 - 1 pm	Meeting	Adopt 2026 Budget (and rates, resolutions), if not adopted in previous meeting.	Pav	
Th/Fri. Nov. 27/28		<i>Holiday -Port Offices Closed</i>		
Thurs., Dec. 4 5pm		Intergovernmental Collaborative Group (Rescheduled to Special Mtg. Dec. 11?)	Pav	
Wed., Dec. 10 9:30 am	Workshop		Pav	
Wed., Dec. 10 1 pm	Meeting	2025 Year to Date Financials Contract/Lease Update	Pav	
Thurs., Dec. 11 5 pm	Meeting	Special Intergovernmental Collaborative Group Meeting, followed by a reception/social hour with State Legislators	Pav	
Fri., Dec. 19 12:00 pm		All Port Offices Close at 11:30 a.m. and Staff Employee Recognition/Holiday Gathering (Commission Quorum)	Pav	
Wed/Thurs. Dec. 24-25		<i>Holiday -Port Offices Closed</i>		
Thur., Jan 1		<i>Holiday -Port Offices Closed</i>		
Wed., Jan. 14 9:30 am	Workshop		Pav	
Wed., Jan. 14 1 pm	Meeting	2026 Organizational Topics (Election of Commission Officers, Committee Assignments, Review Commission Meeting Procedures, Delegation of Management Authority, Commission Annual Meeting of Industrial Development Corporation of the Port of Port Townsend (Elect Officers, Minutes, Review Financial Statement 2025)	Pav	
Mon., Jan 19		<i>Holiday -Port Offices Closed</i>		
Wed., Jan. 28 5:30 p.m.	Meeting		Pav	
Thurs/Fri., Feb. 5-6		WPPA Port and Maritime Day	Capital Bldg/Columbia Rm., Olympia	
Wed., Feb. 11 9:30 am	Workshop		Pav	

Port of Port Townsend
Upcoming Commission Meetings Calendar 2025 (Tentative Agenda Items)

Wed., Feb. 11 1 pm	Meeting		Pav	
Mon., Feb. 16		<i>Holiday -Port Offices Closed</i>		
Thurs., Feb. 19	Meeting	Intergovernmental Collaborative Group	Pav	
Wed., Feb. 25 5:30 p.m.	Meeting			