

PORT COMMISSION REGULAR BUSINESS MEETING – Wednesday, November 12, 2025

The Port of Port Townsend Commission met for a regular business session at the Point Hudson Pavilion Building, 355 Hudson Street, Port Townsend, and also online via Zoom.

Present: Commissioner Hasse, Hanke and Petranek
Executive Director Eron Berg
Deputy Director Eric Toews
Director of Finance and Administration Connie Anderson
Director of Capital Projects and Port Engineer Matt Klontz
Harbormaster Kristian Ferrero
Operations Manager Chris Sparks
Projects Administrator Natalie Toews
Lease and Contracts Administrator Heron Scott
Port Recorder Joanna Sanders

Via Zoom: Attorney Seth Woolsen

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

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

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

There was no objection to adding Regular Business, Item B. Potential Limitation on Port of Calls for American Cruise Line.

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

Joni Blanchard spoke about the number of visits and factors around American Cruise Lines use of Union Wharf.

Clayburn Burleson urged repairing south-end pilings and asked the Commissioners to direct staff to make emergency repairs to the floating dock in Port Hadlock. He also made comments about Union Wharf and urged not allowing exclusive right to the cruise ships.

IV. SPECIAL PRESENTATION: Recognition of Fifteen-Year Anniversary for Eric Toews (Rec. 00:11:35)

V. CONSENT AGENDA (Rec. 00:26:37)

A. Approval of Business Meeting Minutes from October 22, 2025

B. Approval & Ratification of Warrants

Warrant #071057 through 071097 in the amount of \$381,221.85

Warrant #071098 through 071103 and Electronic Payment in the total amount of \$280,972.42

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

D. Resolution 864-25 Declaring Certain Items Surplus and Authorizing their Sale and/or Disposal and Assuring Further that Local Matching Funds are Available and Authorized.

Unanimous approval of the Consent Agenda as written.

VI. PUBLIC HEARINGS (Rec. 00:26:58)

A. Draft 2026 Operating & Capital Budget Resolution 860-25 Establishing the 2026 Operating and Capital Budgets (Rec. 00:27:00)

Commissioner Hasse reopened 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 by reviewing final changes to the rates and fees, presenting the budget document, discussing changes to the operational budget, and noting the primary changes reflected in the budget summary in Exhibit A for adoption with the budget resolution.

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

Commissioners asked to discuss net operating income and building the reserve as a retreat topic as well as to have more time to review the reserve model.

Motion to approve Resolution 860-25 establishing the 2026 Operating and Capital Budgets as presented.

Motion to amend the 2026 Operating and Capital Budget with the removal of the Union Wharf electrification and mooring dolphins from the Five-Year Capital Project. Significant discussion ensued about the wharf condition and how much to list in the budget for an infrastructure improvement project. This matter is one of the legislative priorities to pursue related to a project under the Climate Commitment Act to reduce carbon emissions). **Motion failed with two opposed.**

Main motion carried with two in favor, one opposed.

Commissioner Hasse closed the public hearing.

- 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 and Capital Budget (Rec: 01:26:18)

Commissioner Hasse reopened and reviewed the procedures for the public hearing on Resolution 861-25 Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements

Deputy Director Eric Toews reviewed the action is to adopt the resolution to incorporate the newly approved budget.

There being no public testimony, public testimony was closed.
Commissioner Hasse closed the public hearing.

Motion to approve Resolution 861-25 Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements to Incorporate Capital Projects Described in the 2026 Operating and Capital Budget carried by unanimous vote.

VII. SECOND READING— None

VIII. FIRST READING - None

VIX. REGULAR BUSINESS (Rec. 01:34:13)

- A. 2026 Legislative Agenda

Insight Strategic Partners Caron Benedetti Cargill and Chelsea Hager gave a presentation covering the legislative session outlook, 2025 priorities, review of 2026 legislative priorities, and 2026 Capital Projects with Port Staff describing the details of the capital projects.

Motion to adopt the 2026 Legislative Strategies and Capital Projects List as shown in the presentation. Motion carried with one opposed.

- B. Potential Limitation on Port of Calls for American Cruise Lines. (Rec. 02:21:50)

Executive Director Eron Berg noted the matter is a carryover from the workshop today.

The Commission discussed Staff's recommendation to allow 50 docking visits a year and increase the docking fee for cruise ships from \$1,100 to \$2,000 per night for small cruise ships.

Motion to limit cruise ship docking at Union Wharf to 40 visits in calendar year 2026 was approved by unanimous vote.

Motion to amend the agenda to consider adoption of 2026 Rates and Fees was approved unanimously.

- C. 2026 Rate Cards

Director of Finance and Administration Connie Anderson noted the briefing on this item occurred earlier in the agenda. The Commission needs to approve the rates.

Motion to adopt the 2026 rates and fees was unanimously approved.

X. STAFF COMMENTS (Rec. 02:37:56)

Executive Director Eron Berg noted there is no need for the November 25 meeting so it will be cancelled. For the next meeting, he asked the Commissioners to consider any desired changes to committee assignments for 2026. Oaths of office may occur at the December 10 meeting.

Deputy Director Eric Toews announced he will submit the \$1 million CERB grant on Monday for the main breakwater.

Director of Finance and Administration Connie Anderson reported she is returning her attention to the State Audit which will wrap up in December. December 12 is the date set for paying the bond debt.

Harbormaster Kristian Ferrero said that by the end of the week Global Diving is demolishing the vessel Rebound in the yard. Silver Lady is now in the yard and is fully contained so sandblasting can occur.

Lease and Contracts Administrator Heron Scott Early terminated the first floor of the Nomura Building. PTMTA will shift their meeting to the PT Sail Association site.

XI. COMMISSIONER COMMENTS (Rec. 02:43:22)

Commissioner Petranek reported that KPTZ Our Working Waterfront interview was recently completed and is about boat projects and paying off Port debt.

Commissioner Hanke recommended visiting the Barn on Bainbridge Island in the hope that something similar might be developed at the Short Farm.

Commissioner Hasse is grateful to be done campaigning and being reelected.

XII. NEXT PUBLIC WORKSHOP & REGULAR BUSINESS MEETING (Rec. 02:47:14)

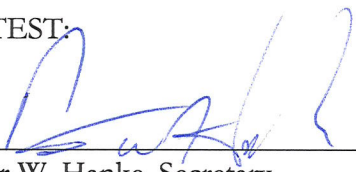
- A. Special Business Meeting on Thursday, November 13, 2025 at 5:00 p.m. at the Airport Master Plan Open House due to a quorum of the Commission being present.
- B. WPPA Annual Meeting November 19-21, 2025
- C. Commission Business Meeting on Tuesday, November 25, 2025 at 1:00 p.m. will be cancelled

XIII. EXECUTIVE SESSION – None

XIV. ADJOURNMENT (Rec. 02:25:20)

At 3:55 p.m., the meeting adjourned there being no further business before the Commission.


ATTEST:



 Peter W. Hanke, Secretary



 Carol L. Hasse, President



 Pamela A. Petranek, Vice President