



### NOTICE OF SPECIAL MEETING

NOTICE IS HEREBY GIVEN that the Port Commission of the Port of Port Townsend will participate in an Intergovernmental Collaborative Group (ICG) Special Meeting. This Special Port Commission meeting will be held in-person and virtually. You can join the meeting at the link below.

**Thursday, December 4, 2025 at 5:00 PM**

Hosted by the Port of Port Townsend  
355 Hudson Street, Port Townsend, Wa 98368

The meeting on December 4 will include:

WELCOME (5 min) - Call to order & framing by Rotating Chair Carol Hasse, Port

PUBLIC COMMENT PERIOD (10 min)

DISCUSSION and POTENTIAL ACTION re: Group-funded economic development framework (30 min)

PRESENTATION Re: Glen Cove Report (20 min)

AGENCY ROUNDTABLE (40 min)

Jurisdiction updates

- City of Port Townsend
- Jefferson County
- Jefferson County Public Utility District #1
- Port of Port Townsend

PUBLIC COMMENT PERIOD (5 min)

NEXT STEPS/FUTURE AGENDA ITEMS/ADJOURN (7:00 p.m.)

Please let Joanna Sanders ([joanna@portofpt.com](mailto:joanna@portofpt.com)) or Carolyn Galloway ([carolyn@co.jefferson.wa.us](mailto:carolyn@co.jefferson.wa.us)) know if you have any questions about this meeting.

To join the meeting live, click on the link below and register: **Zoom Meeting:** <https://zoom.us/j/94250777040>

DATED: November 19, 2025

By: \_\_\_\_\_  
Eron Berg, Executive Director



# AGENDA

## Jefferson County Board of Commissioners

### Special Meeting

### and Intergovernmental Collaborative Group (ICG)

Jefferson County Board of County Commissioners, Port Townsend City Council, Port of Port Townsend, and Jefferson County Public Utility District #1

**Thursday, December 4, 2025 at 5:00 p.m.**

**HYBRID MEETING: Virtual and in-person at 355 Hudson St. Port Townsend, WA 98368**

- |  |
|--|
| <ul style="list-style-type: none"><li>• <b>Zoom Meeting:</b> <a href="https://zoom.us/j/94250777040">https://zoom.us/j/94250777040</a><br/>This option will allow you to join the meeting live. Participation will be up to the Chair and/or Clerk of the meeting.</li></ul>   |
| <ul style="list-style-type: none"><li>• <b>Audio-only:</b> Dial: 1-253-215-8782 and use Webinar ID: 942-5077-7040#<br/>This option will allow you to listen to the meeting live. Participation will be up to the Chair and/or Clerk of the meeting. Access for the hearing impaired and others can be accommodated using Washington Relay Service at 1-800-833-6384.</li></ul> |
| <ul style="list-style-type: none"><li>• <b>In-Person:</b> You are welcome to join the meeting in-person</li></ul>  |

**SUBMITTING PUBLIC COMMENTS FOR THIS ICG MEETING:** Elected officials and staff will have an opportunity to read and consider your comments before the meeting. Email your comments by 12:00 p.m. the day before the meeting, using this dedicated email address: [carolyn@co.jefferson.wa.us](mailto:carolyn@co.jefferson.wa.us)

**To view meeting materials and any public comments received click here:** [www.co.jefferson.wa.us](http://www.co.jefferson.wa.us) – Services – Laserfiche Web Portal (username and password is: public) – Board of Commissioners – Boards & Committees – Intergovernmental Collaborative Group – ICG 2025 – And then the month/date of meeting

- I. WELCOME** (5 min)  
Call to order & framing by ICG Rotating Chair Carol Hasse
- II. PUBLIC COMMENT PERIOD** (10 min)
- III. APPROVAL OF MINUTES:** September 18, 2025
- IV. DISCUSSION and POTENTIAL ACTION** re: Group-funded economic development framework (30 min)
- V. PRESENTATION** re: Glen Cove report (20 min)
- VI. AGENCY ROUNDTABLE** (40 min)  
Jurisdiction updates
  - City of Port Townsend
  - Jefferson County
  - Jefferson County Public Utility District #1
  - Port of Port Townsend
- VII. PUBLIC COMMENT PERIOD** (5 min)
- VIII. NEXT STEPS/FUTURE AGENDA ITEMS**
- IX. ADJOURN** (7:00 p.m.)



# MINUTES

## Special Meeting of the Intergovernmental Collaborative Group (ICG)

**Thursday, September 18, 2025 at 5:00 p.m.**

Hybrid Meeting: 355 Hudson St. Port Townsend, WA 98368

ICG Members and staff present:

**Jefferson County Board of Commissioners:**

Commissioner Heidi Eisenhour, Commissioner Greg Brotherton,  
Commissioner Heather Dudley-Nollette

Staff present: County Administrator Josh Peters

**Port Townsend City Council:**

Mayor/Councilmember David Faber, Councilmember Ben Thomas, Councilmember  
Owen Rowe, Councilmember Libby Wennstrom, and Councilmember Neil Nelson

Staff present: City Manager John Mauro

**Jefferson County Public Utility District (PUD) No. 1:**

Commissioner Jeff Randall, and Commissioner Kenneth Collins

Staff present: General Manager Joe Wilson

**Port of Port Townsend Board of Commissioners:**

Commissioner Pam Petranek, and Commissioner Carol Hasse

Staff present: Executive Director Eron Berg

**CALL TO ORDER:** PUD Commissioner/ICG Rotating Chair Jeff Randall attended the meeting virtually and called the meeting to order after establishing a quorum. He then passed Chairing duties to PUD Commissioner Kenneth Collins who was present in-person.

**PUBLIC COMMENT PERIOD:** ICG members listened to one comment from the public.

**APPROVAL OF MINUTES:** Member Faber moved to approve the May 23, 2024, October 10, 2024, November 21, 2024, February 20, 2025 and May 12, 2025 meeting minutes as presented. Member Thomas seconded the motion. The motion carried.

**ECONOMIC DEVELOPMENT COUNCIL (EDC) Team Jefferson: Introduction of the new Director and program updates:** EDC Director David Ballif was present and reported strong recent progress, including securing major grants, supporting tribal businesses, advising nearly 100 local businesses, helping launch 51 new businesses, creating 73 jobs, and facilitating over \$1 million in loans.

Director Ballif outlined major commitments under the \$1.2 million Recompete subaward and described plans to position the EDC as a regional economic hub, build an online “knowledge hub,” expand leadership programs, and focus on strategic areas like Fort Worden and Port Hadlock. ICG members praised his leadership, emphasized sustainable economic development, and discussed funding challenges, options to support or replace the Center for Inclusive Entrepreneurship, and continued regional collaboration.

**DISCUSSION re: 2026 work program and strategic objectives:** ICG members held a focused discussion on the ICG's 2026 work program and strategic objectives, emphasizing the need to revive earlier efforts to establish a shared countywide economic development framework. Administrators from all four entities agreed that developing a unified strategy is both overdue and necessary, and suggested hiring a consultant - funded jointly by each agency - to guide the work and help the ICG produce an actionable strategy by the end of 2026. They also highlighted the value of integrating the EDC more formally into this process, aligning the effort with Recompete initiatives, and improving regional coordination.

**AGENCY ROUNDTABLE: ICG members listened to jurisdiction updates:**

- **City of Port Townsend**
  - Working to make the City budget more accessible, including a “budget roadshow”
  - Significant road improvements; chip sealing praised
  - Ongoing challenges with homeless encampment, seeking collaborative solutions
  - Comprehensive Plan update due this year
- **Jefferson County**
  - Major milestone: Port Hadlock sewer system activated and customer hookups underway
  - Moving forward on Port Hadlock urban growth vision, including potential aquatic center
  - Reactivating the Chimacum Drainage District (dormant since 1974)
  - Upcoming Wildfire Safety Summit
  - Early Learning & Family Support Center faces increased costs; working to close a \$3M funding gap
- **PUD No. 1**
  - New General Manager Joe Wilson presented first report
  - Several unexpected crises: substation failure, well pump issues
  - Broadband construction proceeding in phases  
(Discovery Bay → Marrowstone → Cape George)
  - Sewer plant operations more complex than expected due to design differences
  - Sims Gateway project (undergrounding lines at port) facing huge cost overrun - \$6.2M estimate vs. ~\$600k original budget; exploring alternatives
- **Port of Port Townsend**
  - Numerous capital projects:
    - Point Hudson building restorations
    - Mariners Memorial project moving ahead
    - Stormwater upgrades in the boatyard
    - Discovery Bay boat launch nearing completion
  - Airport fuel tank replacement underway
  - Planning for manufacturer convening to strengthen industry networking
- **Jefferson Transit**
  - Jefferson Transit rolling out service changes Sept. 29:
    - Simplified and more frequent downtown shuttle (every 20 minutes)
    - Expanded Route 4 coverage
    - New midday South County run
  - Planning long-term adjustments, including possible microtransit
  - Climate Action Plan guiding shift to electric buses; third electric bus coming soon

Member Dudley-Nollette noted that the traveling Vietnam Memorial Wall, the “Wall that Heals,” will be in Port Townsend at the Jefferson County Airport between September 9-14, 2025.

**PUBLIC COMMENT PERIOD:** ICG members listened to three members from the public.

**NEXT STEPS and FUTURE AGENDA ITEMS:** ICG members stated that at an upcoming meeting they would like a Recompete report presentation and showed interest in re-engaging on a shared economic development strategy for 2026.

**NOTICE OF ADJOURNMENT:** Rotating Chair Collins adjourned the meeting at 6:55 p.m. until the next regular meeting or special meeting as properly noticed.

\_\_\_\_\_  
Jefferson County Clerk of the Board

\_\_\_\_\_  
Date