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Regular Commission Meeting
1st Monthly Meeting Agenda
Tuesday, November 10, 2026, 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 3-4

IV. Consent Agenda
- A. Approval of Workshop and Business Meeting Minutes from October 14, 2026 Special Meeting Minutes of October 15 and October 28, 2026..... 5-16
- B. Approval & Ratification of Warrants 17-60
- C. Write-Off Register..... 61

V. Public Hearings (Continued)
- A. Resolution 889-26 Establishing the Year 2027 Operating and Capital Budgets and Authorizing Certain Disbursements to Meet Expenses of the Port of Port Townsend for the Year 2027 62-123
- B. Resolution 890-26 Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements to Incorporate the Capital Projects Contained in the 2026 Operating & Capital Budget 124-152

VI. Second Reading - None

VII. First Reading

VIII. Regular Business
- A. Resolution 894-26 Pursuant to RCW 53.36.160(3) to Submit to its Voters a Proposal to Authorize a Third Industrial Development Multiyear Levy for up to Six Years 153-159
- B. Harbormaster Report..... 160-164
- C. Quarterly Capital Project Report Update 165
- D. 2027 Legislative Agenda/Priorities with Insight Strategies 166

IX. Staff Comments

X. 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

XI. Public Comment

XII. Next Meetings

November 16-18, Special Meeting due to Commission quorum in attendance North Olympic Development Council (NODC) 2026 North Olympic Peninsula Energy & Environmental Resilience Conference

Wednesday, December 2, 2026 Commission Special Business Meeting for Purposes of Committee Appointments to Prepare Arguments for the Third Industrial Development District Levy

Wed-Friday, December 9-11, 2026 WPPA Winter Meeting in Vancouver, WA (quorum of Commission)

Wednesday, December 16, 2026 Commission Workshop and Regular Business Meeting Intergovernmental Collaborative Group Special Meeting & Social Hour, Thursday, December 16, 2026 at 5 p.m. and possible Special ICG Meeting Thursday, December 17

XIII. Executive Session

Consideration of site selection or acquisition of real estate purchase or lease if likelihood that disclosure would increase price pursuant to RCW 42.30.110(1)(b))

XV. Adjournment

Informational Items 167
- Lease Brief 167-173
- Contract Update 174
- Commission Meeting Schedule 175-176

From: E Lessing Sokol
To: Public Comments
Subject: Dog waste at Point Hudson.
Date: Tuesday, November 3, 2026 7:41:01 AM



The Janitor for the last few years- very nice man used to empty this bucket .

Edeltraut Sokol
Port Port Townsend

To: Port of Port Townsend Date:11/05/26
Subject Public Comment re: 10/28/26 Meeting

RE: Tom Thiersch's Recent Comment 10/28/26: "First, I don't see that the EDC has been particularly effective during its existence. Our county economy is far from good."

I believe Tom Thiersch's comment (above) is missing some key bits of information.

Team Jefferson is currently active in its work to **develop a successful economic sector** within the Irondale UGA. Team Jefferson has recruited a research team from University of Washington to assist and have a dedicated resource working with the county and within the Hadlock community.

Over the years, Team Jefferson's business advisory function has been and is a positive force helping businesses get started, improve and discouraging some not ready for primetime. Through Team Jefferson's Re-Compete Grant, we now have **15 business advisors** across the County. Over the years, Team Jefferson has assisted virtually hundreds of individuals with their business queries.

With the assistance of Team Jefferson's business vetting process, LION has **invested over $13 million** directly into our County—and that figure doesn't include 2025 and 2026 numbers. LION has invested more than $1 million in our local maritime sector—some investments reach well into six figures. These businesses are current tenants of this Port. Several have grown into major job creators. Without Team Jefferson's leverage and expertise, many of these investments would not have occurred or been successful.

Team Jefferson arranged to bring in WSU's Energy Audit Team to evaluate the operation of PTPC's two main boilers. That study unlocked a two-million-dollar Washington Department of Commerce grant for energy efficiency—which in turn leveraged even more investment in modern pollution controls. By 2016, the Mill had cut its greenhouse gas emissions by more than half and eliminated the use of fuel oil in those boilers. To put that in perspective, that's the equivalent of taking **twenty thousand gas-guzzling cars off our local roads permanently**. That's a gift that keeps on giving every day and thanks in large part to Team Jefferson.

Around 2009, a statewide initiative was launched to bring high-speed broadband to Washington. NoaNet was the key contractor chosen by the State to make this happen. Team Jefferson built a 30 plus member coalition for its submission to NoaNet which included our PUD who had just begun work to become our electric utility. That effort paved the way for a **$2 million investment into Jefferson County** providing the robust fiber network backbone we rely on today, fundamentally altering how our rural citizens, schools, and businesses communicate. Remember when the downtown utility wires went underground? That was NoaNet's broadband being installed. This grant also closed what was referred to as the "Saffo Gap" in West County dramatically increasing the reliability of broadband throughout the Olympic Peninsula. Today, our Jefferson PUD manages a fast-growing broadband service, and this year alone is investing more than $15 million dollars connecting "the last mile" in our rural community with a goal of **connecting 4,000 rural citizens** to high quality broadband.

Thanks
Bill Wise
710 Foster Street
Port Townsend

PORT COMMISSION WORKSHOP MEETING – Wednesday, October 14, 2026

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

Present: Commissioners Petranek, Hasse and Hanke (Virtually)
Executive Director Eron Berg
Deputy Director Eric Toews
Director of Finance and Administration Connie Anderson
Harbormaster Kristian Ferrero
Director of Capital Projects and Port Engineer Dave Nakagawara
Lease and Contracts Administrator Heron Scott
Capital Projects Administrator Natalie Toews
Port Recorder Joanna Sanders

I. CALL TO ORDER (Rec. 00:00:00)

Commissioner Petranek called the meeting to order at 9:44 a.m.

II. 3RD DRAFT PROPOSED RATES AND FEES (Rec. 00:01:35)

Director of Finance and Administration Connie Anderson briefed the Commission on the proposed 2027 rate cards and changes made since the last review.

Discussion ensued about the elimination of 'no charge' parking in the back forty to ensure that special use parking permits apply to permanent moorage tenants. A future discussion topic for a workshop or public forum will be equitable parking rates for Point Hudson and Boat Haven. Staff was asked to investigate better marketing of camping and tie down fees including expanding Camp Life at JCIA.

III. 2ND DRAFT PRELIMINARY 2027 CONSOLIDATED BUDGET (Rec. 00:30:24)

Director of Finance and Administration Connie Anderson reviewed the budget memo, draft consolidated budget, budget detail, and tax levy rates. In response to a question about whether $1.2 million net operating income is a good standard figure, she agreed to bring back for Commission consideration setting an NOI percentage versus dollar figure. Last year, the commission set a NOI minimum of $600K.

IV. 3RD DRAFT OF 2027-2031 CAPITAL IMPROVEMENT PROGRAM (CIP) (Rec. 01:03:15)

Director of Capital Projects and Port Engineer Dave Nakagawara explained only a regrouping of projects was made since the last review. No other changes were noted or requested.

V. 2026 AMENDMENTS TO THE PORT COMPREHENSIVE SCHEME (Rec. 01:10:30)

Deputy Director Eric Toews reviewed how the adopted budgeted and approved project expenditures become a compendium of updates to the scheme. Two noted housekeeping amendments reflect the reversionary interest in and acquisition of Port Townsend Aircraft Services Hangar as well as the Jochem Building. A draft scheme will be available in the public hearing materials for the second October meeting.

VI. ECONOMIC DEVELOPMENT (Rec. 01:10:30)

Commissioner Petranek led the discussion noting the recent resignation of David Balliff as EDC Director, feedback and concern about the Timothy Egan gala event on October 2, a desire for public EDC meetings, and plans for an economic development focus at the intergovernmental meeting tomorrow. Significant discussion occurred about the financial commitment to the EDC and possibilities for a different funding/Port representative model.

VII. PUBLIC COMMENT (Rec. 01:55:24)

Musa Jaman asked the Port to hold town hall meetings and public workshops to gather community ideas and input to address issues facing the community and to budget for a maritime heritage fund and ask the community for recommendations on how to use it.

EDC member and Chief HR Officer of Crown Paper Group Ben Frazier spoke about recent press coverage of the mill and misperceptions. He invited visitors to the mill.

Karen Bennett EDC Board President commented on the recent EDC gala and the many accomplishments the current EDC director.

VIII. ADJOURNMENT (Rec. 02:06:06)

At 11:40 a.m., the meeting adjourned there being no further business before the Commission.

ATTEST:

_____

Carol L. Hasse, Secretary

PORT COMMISSION REGULAR BUSINESS MEETING – Wednesday, October 14, 2026

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

Present: Commissioners Hanke (Virtual), Hasse and Petranek
Executive Director Eron Berg
Deputy Director Eric Toews
Director of Finance and Administration Connie Anderson
Director of Capital Projects and Port Engineer Dave Nakagawara
Harbormaster Kristian Ferrero
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 Petranek called the meeting to order at 1:10 p.m.

II. APPROVAL OF AGENDA (Rec. 00:01:10)

There were no changes.

III. SPECIAL PRESENTATION: (Rec. 00:02:00)

Operations Manager Chris Spark and Harbormaster Kristian Ferrero and other staff shared their experiences working with Chad Tichgelaar (10-year work anniversary) and Tim Nelson (20-year work anniversary).

IV. PUBLIC COMMENTS – GENERAL (Rec. 00:13:00)

Gail Barber, Lynne Cassella-Blackburn, Sharon Sahm & Gary Cook, Chris Yob and Julia Smith, Lynne Cassella-Blackburn, and Kelsey Palmer, provided written comment about proposed changes in trash service at Boat Haven.

Clayborn Burleson spoke in opposition to considering Resolution 892-26.

Ginny Wilson, business owner of Thorn Boatworks and Port Townsend Marine Trades Association spoke regarding the Boat Haven Marina Plan. The PTMTA will discuss the proposal at their meeting next week.

Eric Taylor provided written comment against implementing the under wing camping nightly rate.

Chris Boscole provided written comment regarding his billing dispute.

V. CONSENT AGENDA (Rec. 00:23:58)

A. Approval of Workshop and Business Meeting Minutes from September 9, Special Business Meetings: September 11-13, September 17, 2026 and Friday, October 2, 2026
B. Approval & Ratification of Warrants

Electronic debit in the amount of $21,892.42
Warrant #072538 through 072599 in the amount of $604,007.51
Warrant #072600 in the amount of $3,961.43
Warrant #072601 in the amount of $11,096.65
Warrant #072602 through #072605 and Electronic Payment in the total amount of $172,816.05
Warrant #072606 through #072648 in the amount of $136,892.30
Electronic debit in the amount of $24,983.20
Warrant #072649 through #072665 ion the amount of $31,378.38
Warrant #69562 in the amount of $149.06 is void
Warrants #69047 of $301.14, #69202 of $4.07, #69411 of $125.41, #69451 of $918.12, #69638 of $107.25 are voided
Electronic debit in the amount of $2,038.19
Warrant #072666 through #072682 in the amount of $49,903.92
Warrant #072683 through #072688 and electronic payment in the total amount of $299,436.56
Warrant #072689 through #072734 in the amount of $77,137.37

C. Resolution 885-26 Authorizing Sale of Vessel - JacQue O (Harmon)
D. Resolution 886-26 Declaring Certain Items Surplus and Authorizing their Sale and/or Disposal
E. Authorization of Shanghai Chinese Restaurant, Point Hudson Building Lease
F. Resolution 892-26 Authorizing Application with Washington State Recreation and Conservation Office Seeking Boating Facilities Program to Support Port Hadlock Boat Launch Replacement Project
G. Authorization to Execute a Boat Haven Land Lease Termination, Surrender & Release Agreement with Anderson Machine Shop

Unanimous approval of the Consent Agenda as written with the removal of Resolution 892-26 Authorizing Application with Washington State Recreation and Conservation Office Seeking Boating Facilities Program to Support Port Hadlock Boat Launch Replacement Project **to regular business Item A.**

VI. SECOND READING – None

VII. FIRST READING (Rec. 00:26:28)

A. Draft Resolution 891-26 Establishing an Industrial Development District

Deputy Director Eric Toews introduced Matt Hoffman of Maul Foster Alongi. Along with Port Attorney Seth Woolsen, they completed a statutory review and prepared the materials in the packet. Eric Toews and Matt Hoffman gave the staff presentation noting that as a non-project action under SEPA, a Determination of Non-significance was issued. They fielded questions about the district boundary and later SEPA review on specific projects.

VIII. REGULAR BUSINESS (Rec. 00:53:23)

A. Resolution 892-26 Authorizing Application with Washington State Recreation and Conservation Office Seeking Boating Facilities Program to Support Port Hadlock Boat Launch Replacement Project

Executive Director Eron Berg and Deputy Director Eric Toews presented the issues outlined in the staff memo (abandoned boats, law enforcement activity and other challenges, including the structural integrity of the pier are necessitating removal of ramp, pier, float and pilings). No revenue is generated at the facility and currently the Northwest School of Wooden Boatbuilding is not interested in managing the float.

During discussion, the Commission was reluctant to remove the pier and desired more specificity on the scope and character of the project.

Unanimous approval of Resolution 892-26 Authorizing Application with Washington State Recreation and Conservation Office Seeking Boating Facilities Program to Support Port Hadlock Boat Launch Replacement Project.

B. Boat Haven Marina Reconstruction Plan (Rec. 01:14:40)

Executive Director Eron Berg gave the staff presentation reviewing the scope of work in the four-page plan and the funding for implementation as stated in the updated cover memo. The plan is to complete the project over four consecutive fish windows in 2030-2033.

The Commission discussed the project, costs, and potential mitigation from the Port Townsend Estuary Project. Eron Berg reviewed the rather brief timeline for community engagement on the IDD 3 project list and the Commission would also decide how much of the IDD would be allocated to the Marina Improvement Plan.

Unanimous approval to adopt the Boat Haven Marina Improvement Plan.

C. Harbormaster Report (Rec. 01:42:40)

Harbormaster Kristian Ferrero presented more optimistic activity reports for the 75 and 300-ton lifts. Point Hudson is seeing decreases in moorage and RV. In presenting Boat Haven moorage figures, he highlighted slip turnover and called attention to the waitlist pie charts. Transient moorage will be listed on the next report.

D. August Year to Date 2026 Financials (Rec. 02:00:10)

Director of Finance and Administration Connie Anderson led the staff presentation from her detailed written memorandum.

IX. STAFF COMMENTS (Rec. 02:11:55)

Executive Director Eron Berg reported hosting the 24th legislative district in the duplex with the Port of Grays Harbor and Port Angeles for a fireside chat. December 16 will be proposed for a 24th Legislative District reception/briefing following the earlier day Commission workshop and meeting.

Harbormaster Kristian Ferrero reported that Betram Levy who celebrated 50 years at the Port this year, just launched his Stevedore mini-trawler on October 2.

Director of Capital Projects and Port Engineer Dave Nakagawara said next Absolute Air will start work next week on the Commanders Beach House. Tomorrow, staff will hold a preconstruction conference with Seton on the Boat Haven breakwater project. Construction will begin November 2 and be done by Christmas. Next week, the Point Hudson asbestos abatement and roof rehabilitation project will be substantially complete. Some additional discussion with the Commission occurred about the new roofs and seagull control measures.

X. COMMISSIONER COMMENTS (Rec. 02:24:59)

Commissioner Hasse reported on recent meetings. The Climate Action Committee is working with City and County on their climate mitigation goals. Recent NODC meeting speakers were Kaylee Kuehn and Katie Oman. She asked Pete Hanke to take a picture of the wheelhouse at the head of the bay at Roche Harbor. She expressed appreciation to Port staff for arrangements to stay at the Duplex during Wooden Boat Festival.

Commissioner Petranek acknowledged comment letters regarding trash. She has toured the boat yard, stormwater system and Haven Boat Works with Williams Mystic College students from Connecticut. The Wooden Boat Festival was exciting and it was wonderful to stay in the Duplex. Crowds had to be turned away from the speaking events, including great interest from Stuart Pews in finding a path forward through the Elmore Tug Foundation. The KPTZ *Our Working Waterfront* will feature the Boat Yard BBQ.

Eron Berg facilitated Commission discussion and a slight change of direction on trash service. The Port has attempted to address misuse and abuse. Given the significant cost of $178K not to mention staff cleaning up the enviro centers, he asked for input on locking down enviro centers to fob access for permanent moorage tenants only. Commission was interested in fob-only access and continue offering recycling with additional signage for a two-month trial. Boatyard trades people could go to covered dumpster between the hours 1-3 p.m. Nightly moorage tenants would access the larger container or neckdown containers at the head of the docks. Point Hudson and Airport have special considerations.

XI. PUBLIC COMMENT (Rec. 02:48:22)

Clayburn Burleson commented he has hauled construction waste to the transfer station.

XII. EXECUTIVE SESSION – none.

XIII. NEXT PUBLIC WORKSHOP & REGULAR BUSINESS MEETING (Rec. 02:50:00)

Thursday, October 15, 2026 Intergovernmental Collaborative Group Special Meeting at 5 p.m.
Wednesday, October 28, 2026 Special Business Meeting at 1 p.m.

XIV. ADJOURNMENT (Rec. 02:52:10)

At 3:53 p.m., the meeting adjourned there being no further business before the Commission.

ATTEST:

_____

Carol L. Hasse, Secretary

PORT COMMISSION SPECIAL BUSINESS MEETING – Thursday, October 15, 2026

The Port of Port Townsend Commission met for a special joint business meeting as part of the Intergovernmental Collaborative Group Special Meeting at the Point Hudson Pavilion Building, 355 Hudson Street, Port Townsend, and also online via Zoom (recording lost).

Present: Commissioners Petranek and Hasse with Commissioner Hanke Excused
Executive Director Eron Berg

Other Jurisdictions Present: City of Port Townsend, Jefferson County Board of Commissioners, Jefferson County Utility District #1

I. CALL TO ORDER
Commissioner Petranek called the meeting to order at 5:02 p.m.
Various other chairs of the above bodies called their special meetings to order.

II. WELCOME
By Rotating Chair, Jefferson County Commissioner Greg Brotherton.

III. PUBLIC COMMENT PERIOD (5 min)

IV. DISCUSSION TOPICS

ICG economic development framework. Review of workshop items, introduction to polarity mapping, review of possible vision statements, discussion and feedback on the vision statements, and next steps.

2027-2028 ICG Resolution: Jefferson County, Port of Port Townsend, City of Port Townsend, and Jefferson PUD No. 1 to take separate action to approve proposed resolution.

A motion to approve Resolution 893-26 a Joint Resolution of Jefferson County, the City of Port Townsend, the Port of Port Townsend and Jefferson County Public Utility District #1, Establishing a Multi-Governmental Process for Collaborating on Issues of Mutual Importance was unanimously approved.

AGENCY ROUNDTABLE (40 min) Jurisdictions provided updates as follows:

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

V. ADJOURNMENT

At 7:08 p.m., the meeting adjourned, there being no further business before the Commission.

ATTEST:

_____
Pamela A. Petranek, President

Carol L. Hasse, Secretary

Peter W. Hanke, Vice President

PORT COMMISSION SPECIAL BUSINESS MEETING – Wednesday, October 28, 2026

The Port of Port Townsend Commission met for a special 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
Executive Director Eron Berg
Deputy Director Eric Toews
Director of Finance and Administration Connie Anderson
Harbormaster Kristian Ferrero
Director of Capital Projects and Port Engineer Dave Nakagawara
Lease and Contracts Administrator Heron Scott
Port Recorder Joanna Sanders

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

Commissioner Petranek called the meeting to order at 1 p.m.

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

Carla Main spoke about Local Investment Opportunity Network (LION) and the importance of the EDC in our community.

Tom Thiersch commented on ineffectiveness of the EDC and lack of transparency with use of public funds referring to the Horvath decision.

Patty Schmucker, Earll Murman, Bill Wise, and Carla Main provided written comments about Economic Development.

Tom Billingsley provided written comment about trash service.

Liz Hoenig provided written comment encouraging delay in proposing the IDD Levy.

III. PUBLIC HEARINGS (Rec. 00:10:42):

A. Operating and Capital Budgets – Resolution 889-26 Establishing the Year 2027 operating and Capital Budgets and Authorizing Certain Disbursements to meet Expenses of the Port for the year 2027 (Rec: 00:48:00)

Commissioner Petranek opened and reviewed the procedures for the public hearing on the Draft 2027 Operating & Capital Budget.

Director of Finance and Administration Connie Anderson gave the staff briefing beginning with a review of the 2027 Operational budgets, rates, and budget highlights as detailed in the informational memorandum.

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

Commission commented on rise in utility and insurance costs. Staff responded to various questions

A motion to continue the public hearing on the 2027 Operating and Capital Budget to November 10, 2026 at the Commission regular business meeting starting at 1:00 p.m. was approved by unanimous vote.

B. Resolution 887-26 Fixing the Amount of General Property Tax to be Levied for Collection in the Year 2027 (Rec. 01:02:15)

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

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

Tom Thiersch asked whether the Port has any ability for banked capacity. Staff responded the Port does not.

There being no other public testimony, Commissioner Petranek closed public testimony.

A motion to approve Resolution 887-26 Fixing the Amount of Tax to be Levied and Levying the Tax Upon Taxable Property in the Port of Port Townsend District, Both Real, Personal and Utilities to Meet Expenses of said Port of Port Townsend for Collection in the Year 2027 was approved by unanimous vote.

C. Resolution 888-26 Fixing the Amount of IDD Tax to be Levied for Collection in the Year 2026 (Rec: 01:22:30)

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

Executive Director Eron Berg gave the staff presentation noting $16.9 million was collected as part of IDD 2 over the past eight years supporting $60 million in capital projects across Jefferson County.

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

A motion to approve Resolution 888-26 Authorizing an Industrial Development District (IDD) Tax Levy for Collection in the Year 2027 was approved by unanimous vote.

D. Resolution 890-26 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: 01:32:40)

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

Deputy Director Eric Toews gave the staff presentation detailed in the informational memorandum. Comprehensive Scheme amendments are made in concurrence with the 2027 one-year capital budget. The changes are comprised of reversionary interest at the end of the lease terms – one is the Port's purchase of the hangar formerly owned by Port Townsend Aircraft Services and early termination of the Anderson Machine Shop.

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

A motion to continue the public hearing on Resolution 890-26 Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements to Incorporate the Capital Projects Contained in the 2026 Operating & Capital Budget to November 10, 2026 at the Commission regular business meeting starting at 1:00 p.m. was approved by unanimous vote.

E. Resolution 891-26 Finding that the Creation of an Industrial Development District

Is Proper and Desirable in Establishing and Developing a System of Harbor Improvements and Industrial Development in the Port District and Creating an Industrial Development District Pursuant to RCW 53.25.040 with a Boundary Coextensive with the Boundary of the Port of Port Townsend (Rec: 01:45:06)

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

Deputy Director Eric Toews gave the staff presentation according to the informational memorandum. He stated that no comments were received under SEPA and fielded Commission questions about the potential for projects on the west end.

Liz Hoenig provided written comment with concerns about proceeding with a new IDD.

There being no further public testimony, Commissioner Petranek closed public testimony.

A motion to approve Resolution 891-26 Finding that the Creation of an Industrial Development District Is Proper and Desirable in Establishing and Developing a System of Harbor Improvements and Industrial Development in the Port District and Creating an Industrial Development District Pursuant to RCW 53.25.040 with a Boundary Coextensive with the Boundary of the Port of Port Townsend was approved by unanimous vote.

At 2:57 p.m., the Commission recessed for the purposes of a break.
At 2:58 p.m., the Commission came back into session.

IV. REGULAR BUSINESS (Rec. 01:57:00)

A. 2027 Rate Cards

Director of Finance and Administration Connie Anderson gave the staff briefing. She reviewed the only change related to the underwing camping at the airport on the JCIA Rates.

There were a few commission questions and discussion about Point Hudson and Boat Haven parking.

A motion to adopt the 2027 Rate Cards as presented was approved by unanimous vote.

B. Economic Development (Rec. 02:10:00)

Commissioner Petranek led the Commission discussion referring to the Port's strategic plan, RCW 53.08, to a Washington State Trade Strategy from the last Washington Legislative Session, and the Port of Walla Walla model with open bi-monthly meetings.

Executive Director Eron Berg acknowledged the written comments from Local Investment Opportunity Network (LION). Although there is no proposal for the Port to become the EDC's ADO, the Port wants to reduce barriers to starting new businesses and convene certain business sectors. The five-party agreement continues through the end of 2027. If the Commission wants to increase organizational management with an economic development position within the Port, the 2027 budget does not preclude adding a staff position. He asked for clearer direction on Port-focused projects versus broader community economic development. The Port would not advise businesses but could look at future industrial land.

Commission discussion ensued with a range of comments and ideas: Explore Ports who are not the ADO and what economic development positions they have on staff, what they are paid, and scope of work. Could the climate action committee and the EDC merge and address food and energy resilience. Open EDC meetings and expand community participation and

communication. Provide tilt ups for businesses and help future Port tenants with site planning, permitting, and a better Port website presence (available properties and assistance).

Deputy Director Eric Toews said the issue remains to be a lack of suitably zoned land with infrastructure to support employment growth. There is a lack of urban public infrastructure to support business growth at any scale and it is expensive to put in infrastructure in rural areas such as the industrial park. All entities would need to work on urban growth expansion and changing the zoning.

Eron Berg recognized the Commission's ambivalence in leaving the five-party agreement and also needs to narrow and state a clearer path.

V. Executive Session (Rec. 03:15:10)

At 4:19 p.m., the Commission went into Executive Session pursuant to RCW 42.30.110(1)(i) to discuss litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency with no expected action following.

At 4:30 p.m., the Commission came back into open session and extended the executive session until 4:40 p.m.
At 4:43 p.m., the commission came open session.

VI. Next Public Workshop and Regular Business Meeting (Rec. 03:30:00)

Tuesday, November 10, 2026 at Pavilion Building and via Zoom, with Public Workshop at 9:30 a.m. and Regular Business Meeting at 1:00 p.m.

VII. ADJOURNMENT (Rec. 03:30:00)

At 4:45 p.m., the meeting adjourned there being no further business before the Commission.

ATTEST:

_____
Pamela A. Petranek, President

_____
Carol L. Hasse, Secretary

_____
Pete Hanke, Vice President

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P.O. Box 1180
Port Townsend, WA 98368

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ELECTRONIC DEBIT – Kitsap Bank

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 claim is a just, due and unpaid obligation of the Port of Port Townsend, that we are authorized to authenticate and certify said claim, and that the Electronic Debit from the Port Checking Account held at Kitsap Bank is approved for payment in the amount of **$1421.64 is ratified.**

Signed and Authenticated on this **10th** day of **November**, **2026**.

For: JCIA Fuel Tax in the amount of ***$1421.64***

_____
Commissioner Carol Hasse

_____
Connie Anderson, Director of
Finance And Administration

Port of Port Townsend (PTA)

Bank: K KITSAP BANK

Check Number/ Invoice Number	Check Date / Invoice Date	Vendor Number	Invoice Amount	Discount	Distribution Amount	Check Amount
W000001415	9/30/2026	WA0009	WA St-Dept. of Licensing			1,421.64
CKW00000141501						
	9/30/2026		1,421.64	0.00		
G/L Account:	713-9100-22		AV FUEL & EXCISE TAX: JCIA FUEL		1,421.64	
		Bank K Total:	1,421.64	0.00	1,421.64	1,421.64
		Report Total:	1,421.64	0.00	1,421.64	1,421.64

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ELECTRONIC DEBIT – Kitsap Bank

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 claim is a just, due and unpaid obligation of the Port of Port Townsend, that we are authorized to authenticate and certify said claim, and that the Electronic Debit from the Port Checking Account held at Kitsap Bank is approved for payment in the amount of **492.75 is ratified.**

Signed and Authenticated on this **10th** day of **November 2026**.

For: Contracted Service Fees in the amount of ***$492.75***

_____
Commissioner Carol Hasse

_____
Connie Anderson, Director of
Finance And Administration

Port of Port Townsend (PTA)

Bank: K KITSAP BANK

Check Number/ Invoice Number	Check Date / Invoice Date	Vendor Number	Invoice Amount	Discount	Distribution Amount	Check Amount
W000001416	9/30/2026	DSD050	DSD Business Systems			492.75
CKW00000141601						
	9/30/2026		492.75	0.00		
G/L Account:	781-3100-29		CONTRACT SERVICES: ACCTG		492.75	
		Bank K Total:	492.75	0.00	492.75	492.75
		Report Total:	492.75	0.00	492.75	492.75

2701 Jefferson Street
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ELECTRONIC DEBIT – Kitsap Bank

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Signed and Authenticated on this **10th** day of **November**, **2026**.

For: Credit Card Fees and Contracted Service Fees in the amount of***$18847.47***

_____
Commissioner Carol Hasse

_____
Connie Anderson, Director of
Finance And Administration

Bank: K KITSAP BANK

Check Number/ Invoice Number	Check Date / Invoice Date	Vendor Number	Invoice Amount	Discount	Distribution Amount	Check Amount
W000001417 CKW00000141701	9/30/2026	MOL010	Molo Inc.			12,628.62
	9/30/2026		12,628.62	0.00		
G/L Account:	761-7700-19		BANK CHARGES:P. H. MARINA & RV		2.07	
G/L Account:	761-7700-21		BANK CHARGES: RAMPS		263.69	
G/L Account:	761-3100-21		RAMPS - CONTRACT SERVICES		16.60	
G/L Account:	721-7700-02		BANK CHARGES: MOOR		5,078.68	
G/L Account:	721-3100-02		CONTRACT SERVICES: MOOR		991.25	
G/L Account:	761-7700-17		BANK CHARGES: PROP RENT		86.74	
G/L Account:	761-3100-17		CONTRACT SERVICES: PROP RENT		16.93	
G/L Account:	711-7700-22		BANK CHARGES: JCIA		32.63	
G/L Account:	711-3100-22		CONTRACT SERVICES: JCIA		20.73	
G/L Account:	721-7700-05		BANK CHARGES: WORK YARD		4,663.04	
G/L Account:	721-3100-05		CONTRACT SERVICES: WORK YARD		1,108.99	
G/L Account:	761-7700-20		BANK CHARGES: QUIL		256.44	
G/L Account:	761-3100-20		CONTRACT SERVICES: QUIL		90.83	
	Check W000001417 Total:		12,628.62	0.00	12,628.62	12,628.62
W000001418 CKW00000141801	9/30/2026	CAM050	CampLife			6,218.85
	9/30/2026		6,218.85	0.00		
G/L Account:	761-7700-19		BANK CHARGES:P. H. MARINA & RV		6,218.85	
	Bank K Total:		18,847.47	0.00	18,847.47	18,847.47
	Report Total:		18,847.47	0.00	18,847.47	18,847.47

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ELECTRONIC DEBIT – Kitsap Bank

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Signed and Authenticated on this **10th** day of **November**, **2026**.

For: **3rd Quarter Payroll Taxes** in the amount of ***$54285.72***

_____
Commissioner Carol Hasse

_____
Connie Anderson, Director of
Finance And Administration

Bank: K KITSAP BANK

Check Number/ Invoice Number	Check Date / Invoice Date	Vendor Number	Invoice Amount	Discount	Distribution Amount	Check Amount
W000001419	10/31/2026	WA0010	WA Dept of Labor & Industries			39,708.98
Check Comment: 3rd Qtr 2026 L&I CKW00000141901						
	10/31/2026		39,708.98	0.00		
	G/L Account: 213-6500-00		P/R TAX PAYABLE - LNI		39,708.98	
W000001420	10/31/2026	WA0001	Wa Employment Security			8,698.69
Check Comment: Qtr 3 2026 WA PFML Tax CKW00000142001						
	10/31/2026		8,698.69	0.00		
	G/L Account: 213-6500-01		PR TAXES PAYABLE-PD FAMILY MEDICAL LEAVE		8,696.98	
	G/L Account: 781-2100-29		PAYROLL TAXES: ACCTG		1.71	
	Check W000001420 Total:		8,698.69	0.00	8,698.69	8,698.69
W000001421	10/31/2026	WA0001	Wa Employment Security			5,878.05
Check Comment: Qtr 3 2026 WA Cares Tax CKW00000142101						
	10/31/2026		5,878.05	0.00		
	G/L Account: 213-6500-02		PR TAXES PAYABLE - WA CARES LTC		5,862.67	
	G/L Account: 781-2100-29		PAYROLL TAXES: ACCTG		15.38	
	Check W000001421 Total:		5,878.05	0.00	5,878.05	5,878.05
	Bank K Total:		54,285.72	0.00	54,285.72	54,285.72
	Report Total:		54,285.72	0.00	54,285.72	54,285.72

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ELECTRONIC DEBIT – Kitsap Bank

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Signed and Authenticated on this **10th** day of **November, 2026**.

For: Combined Excise Tax Return for ***September, 2026***

_____
Commissioner Carol Hasse

_____
Connie Anderson, Director of
Finance And Administration

Bank: K KITSAP BANK

Check Number/ Invoice Number	Check Date / Invoice Date	Vendor Number	Invoice Amount	Discount	Distribution Amount	Check Amount
W000001422 CKW00000142201	10/31/2026	WA0200	Washington State Department of Revenue			22,126.74
	10/31/2026		22,126.74	0.00		
G/L Account:	589-3000-00		SALES/EXCISE TAX REMITTED		15,805.32	
G/L Account:	589-3002-00		HOTEL/MOTEL TAX REMITTED		1,170.25	
G/L Account:	721-9100-02		LEASEHOLD & EXCISE TAX: MOOR		1,201.47	
G/L Account:	721-9100-05		LEASEHOLD & EXCISE TAX: WORK YARD		1,207.66	
G/L Account:	761-9100-17		LEASEHOLD & EXCISE TAX: PROP RENT		12.07	
G/L Account:	761-9100-19		LEASEHOLD & EXCISE TAX: P. H. MARINA & RV		1,941.21	
G/L Account:	761-9100-20		LEASEHOLD & EXCISE TAX: QUIL		85.40	
G/L Account:	761-9100-21		LEASEHOLD & EXCISE TAX: RAMPS		93.55	
G/L Account:	711-9100-22		LEASEHOLD & EXCISE TAX: JCIA		119.56	
G/L Account:	713-9100-22		AV FUEL & EXCISE TAX: JCIA FUEL **Comment:** Fuel Sales excise tax		431.13	
G/L Account:	713-9100-22		AV FUEL & EXCISE TAX: JCIA FUEL **Comment:** Fuel CC Fees Excise		15.37	
G/L Account:	781-4125-28		OPERATING SUPPLIES: EXEC		10.50	
G/L Account:	761-5100-19		EQUIPMENT RENTAL OR PURCH: P. H. MARINA & RV		33.25	
	Check W000001422 Total:		22,126.74	0.00	22,126.74	22,126.74
	Bank K Total:		22,126.74	0.00	22,126.74	22,126.74
	Report Total:		22,126.74	0.00	22,126.74	22,126.74

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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 Warrants No **072735** generated on October 13th, 2026 in the amount of **$3905.31 is ratified.**

Signed and Authenticated on this **10th** day of **November**, **2026**.

For: **Accounts Payable**

_____
Commissioner Carol Hasse,
Secretary

_____
Connie Anderson, Director of
Finance and Administration

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
0000072735	10/14/2026	HEN002	Henery Hardware				Check Entry Number: 001
			818336	8/26/2026	90.86	0.00	90.86
			818344	8/26/2026	102.45	0.00	102.45
			818347	8/26/2026	34.77	0.00	34.77
			818358	8/26/2026	66.30	0.00	66.30
			818371	8/27/2026	49.25	0.00	49.25
			818377	8/27/2026	35.02	0.00	35.02
			818421	8/27/2026	12.24	0.00	12.24
			818451	8/28/2026	21.79	0.00	21.79
			818463	8/28/2026	25.17	0.00	25.17
			818467	8/28/2026	58.45	0.00	58.45
			818482	8/28/2026	10.94	0.00	10.94
			818556	8/31/2026	53.63	0.00	53.63
			818560	8/31/2026	27.54	0.00	27.54
			818580	8/31/2026	50.70	0.00	50.70
			818608	8/31/2026	50.35	0.00	50.35
			818643	9/1/2026	65.69	0.00	65.69
			818647A	9/1/2026	5.47	0.00	5.47
			818647B	9/1/2026	64.58	0.00	64.58
			818668	9/1/2026	18.16	0.00	18.16
			818692	9/2/2026	8.85	0.00	8.85
			818695	9/2/2026	15.32	0.00	15.32
			818706	9/2/2026	21.83	0.00	21.83
			818732	9/2/2026	70.01	0.00	70.01
			818747	9/2/2026	16.62	0.00	16.62
			818770	9/3/2026	32.84	0.00	32.84
			818788	9/3/2026	4.66	0.00	4.66
			818847	9/4/2026	175.36	0.00	175.36
			818861	9/4/2026	17.51	0.00	17.51
			818980	9/8/2026	69.99	0.00	69.99
			819009	9/8/2026	83.36	0.00	83.36
			819014	9/8/2026	99.61	0.00	99.61
			819018	9/8/2026	76.61	0.00	76.61
			819023	9/8/2026	69.99	0.00	69.99
			819086	9/9/2026	78.58	0.00	78.58
			819088	9/9/2026	18.60	0.00	18.60
			819094	9/9/2026	22.54	0.00	22.54
			819106	9/9/2026	269.42	0.00	269.42
			819107	9/9/2026	32.83	0.00	32.83
			819127	9/10/2026	375.31	0.00	375.31
			819171	9/10/2026	74.96	0.00	74.96
			819221	9/11/2026	68.60	0.00	68.60
			819280	9/14/2026	16.39	0.00	16.39
			819294	9/14/2026	13.13	0.00	13.13
			819299	9/14/2026	86.41	0.00	86.41
			819354	9/15/2026	10.49	0.00	10.49
			819363	9/15/2026	10.93	0.00	10.93
			819370	9/15/2026	6.56	0.00	6.56
			819396	9/16/2026	25.37	0.00	25.37
			819398	9/16/2026	15.95	0.00	15.95

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			819451	9/16/2026	35.02	0.00	35.02
			819470	9/17/2026	14.40	0.00	14.40
			819488	9/17/2026	179.46	0.00	179.46
			819490	9/17/2026	7.88	0.00	7.88
			819502	9/17/2026	45.07	0.00	45.07
			819570	9/18/2026	67.28	0.00	67.28
			819641	9/21/2026	72.48	0.00	72.48
			819650	9/21/2026	73.08	0.00	73.08
			819656	9/21/2026	28.46	0.00	28.46
			819675	9/21/2026	56.91	0.00	56.91
			819694	9/22/2026	62.87	0.00	62.87
			819767	9/23/2026	16.39	0.00	16.39
			819770	9/23/2026	5.46	0.00	5.46
			819788	9/23/2026	22.04	0.00	22.04
			819811	9/23/2026	4.37	0.00	4.37
			819823	9/24/2026	72.99	0.00	72.99
			819828	9/24/2026	27.32	0.00	27.32
			819841	9/24/2026	29.54	0.00	29.54
			819858	9/24/2026	96.96	0.00	96.96
			819863	9/24/2026	5.46	0.00	5.46
			819866	9/24/2026	2.44	0.00	2.44
			819876	9/24/2026	183.96	0.00	183.96
			819907	9/25/2026	50.36	0.00	50.36
			819912	9/25/2026	13.12	0.00	13.12
				Check 0000072735 Total:	3,905.31	0.00	3,905.31
				Report Total:	3,905.31	0.00	3,905.31

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WARRANT APPROVAL

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Signed and Authenticated on this **10th** day of **November**, **2026**.

For: **Accounts Payable**

_____
Commissioner Carol Hasse,
Secretary

_____
Connie Anderson, Director of
Finance and Administration

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
0000072736	10/14/2026	BAN005	Bank of America				Check Entry Number: 001
			01	9/9/2026	26.27	0.00	26.27
			02	9/9/2026	26.27	0.00	26.27
			03	9/9/2026	52.54	0.00	52.54
			04	9/9/2026	26.27	0.00	26.27
			05	9/9/2026	78.80	0.00	78.80
			06	9/25/2026	28.11	0.00	28.11
			07	9/30/2026	78.84	0.00	78.84
			08	9/30/2026	26.81	0.00	26.81
			09	9/30/2026	52.03	0.00	52.03
			10	10/1/2026	1,046.50	0.00	1,046.50
			11	9/4/2026	27.38	0.00	27.38
			12	9/8/2026	28.84	0.00	28.84
			13	9/9/2026	242.13	0.00	242.13
			14	9/14/2026	741.26	0.00	741.26
			15	9/15/2026	377.79	0.00	377.79
			16	9/15/2026	440.00	0.00	440.00
			17	9/15/2026	31.74	0.00	31.74
			18	9/16/2026	86.48	0.00	86.48
			23	9/17/2026	357.10	0.00	357.10
			24	9/18/2026	31.85	0.00	31.85
			25	9/21/2026	762.35	0.00	762.35
			26	9/18/2026	114.93	0.00	114.93
			27	9/22/2026	276.31	0.00	276.31
			28	9/23/2026	630.91	0.00	630.91
			29	9/24/2026	514.64	0.00	514.64
			30	9/24/2026	402.96	0.00	402.96
			31	9/24/2026	382.16	0.00	382.16
			32	9/25/2026	92.22	0.00	92.22
			33	9/28/2026	15.32	0.00	15.32
			34	9/28/2026	6.06	0.00	6.06
			35	9/28/2026	6.06	0.00	6.06
			36	9/28/2026	6.07	0.00	6.07
			37	9/28/2026	45.99	0.00	45.99
			38	9/29/2026	355.86	0.00	355.86
			39	9/29/2026	576.94	0.00	576.94
			40	9/29/2026	114.98	0.00	114.98
			41	9/30/2026	273.39	0.00	273.39
			42	9/30/2026	9.84	0.00	9.84
			43	9/29/2026	120.55	0.00	120.55
			44	10/1/2026	130.29	0.00	130.29
			45	10/1/2026	236.91	0.00	236.91
			46	10/5/2026	6.49	0.00	6.49
				Check 0000072736 Total:	8,888.24	0.00	8,888.24
				Report Total:	8,888.24	0.00	8,888.24

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WARRANT APPROVAL

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Signed and Authenticated on this **10th** day of **November**, **2026**.

For: **Accounts Payable**

_____
Commissioner Carol Hasse,
Secretary

_____
Connie Anderson, Director of
Finance and Administration

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
0000072737	10/14/2026	A+E001	A+ Equipment Rentals, Inc				Check Entry Number: 001
			117,966,117,968	9/17/2026	489.88	0.00	489.88
0000072738	10/14/2026	ADM002	Admiral Ship Supply Inc.				Check Entry Number: 001
			439677	9/2/2026	113.00	0.00	113.00
			440512	9/11/2026	11.13	0.00	11.13
			440720	9/14/2026	22.69	0.00	22.69
			441894	9/25/2026	23.98	0.00	23.98
			442279	9/30/2026	91.32	0.00	91.32
			Check 0000072738 Total:		262.12	0.00	262.12
0000072739	10/14/2026	CED005	CED				Check Entry Number: 001
			5948-1092898	10/7/2026	4,395.33	0.00	4,395.33
0000072740	10/14/2026	CEN030	CenturyLink				Check Entry Number: 001
			1012026	10/1/2026	265.65	0.00	265.65
0000072741	10/14/2026	COO020	Kristina Cook				Check Entry Number: 001
			1052026REFUND	10/5/2026	66.33	0.00	66.33
0000072742	10/14/2026	DOU010	Double D Electric Inc.				Check Entry Number: 001
			35163	10/5/2026	89.35	0.00	89.35
0000072743	10/14/2026	ERI040	Karen Erickson				Check Entry Number: 001
			4	9/22/2026	200.00	0.00	200.00
0000072744	10/14/2026	FAM001	Ferguson Enterprises #3007				Check Entry Number: 001
			4933666	10/5/2026	1,844.60	0.00	1,844.60
			4933666-1	10/5/2026	41.71	0.00	41.71
			Check 0000072744 Total:		1,886.31	0.00	1,886.31
0000072745	10/14/2026	FER001	Ferrellgas				Check Entry Number: 001
			1134633966	9/2/2026	238.79	0.00	238.79
			1134662303	9/21/2026	147.66	0.00	147.66
			1134666043	9/8/2026	182.42	0.00	182.42
			Check 0000072745 Total:		568.87	0.00	568.87
0000072746	10/14/2026	FIS020	Fish N Hole				Check Entry Number: 001
			5851811	10/2/2026	29.52	0.00	29.52
			5851820	10/5/2026	17.86	0.00	17.86
			Check 0000072746 Total:		47.38	0.00	47.38
0000072747	10/14/2026	FIS070	Fisheries Supply				Check Entry Number: 001
			7767186	10/6/2026	212.81	0.00	212.81
0000072748	10/14/2026	GOO002	Good Man Sanitation				Check Entry Number: 001
			I13561	10/12/2026	125.43	0.00	125.43
0000072749	10/14/2026	GRA005	Grainger				Check Entry Number: 001
			9078650406	9/14/2026	754.13	0.00	754.13
			9078822070	9/14/2026	2,246.88	0.00	2,246.88
			9094342251	9/25/2026	17.02	0.00	17.02
			9099881394	9/30/2026	90.80	0.00	90.80
			Check 0000072749 Total:		3,108.83	0.00	3,108.83
0000072750	10/14/2026	GRE015	Greentree Communications Co				Check Entry Number: 001
			10758A	10/1/2026	35.48	0.00	35.48
			10758B	10/1/2026	114.32	0.00	114.32
			10758C	10/1/2026	23.65	0.00	23.65
			10758D	10/1/2026	23.65	0.00	23.65
			10758E	10/1/2026	11.83	0.00	11.83
			10758F	10/1/2026	122.20	0.00	122.20

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			10758G	10/1/2026	63.07	0.00	63.07
			Check 0000072750 Total:		394.20	0.00	394.20
0000072751	10/14/2026	HIG020	Highway Specialties LLC				**Check Entry Number:** 001
			SO1014238	10/6/2026	262.80	0.00	262.80
0000072752	10/14/2026	INS070	Insight Strategic Partners LLC				**Check Entry Number:** 001
			7349	9/30/2026	6,250.00	0.00	6,250.00
0000072753	10/14/2026	KEN015	Kendrick Equipment (USA) LLC				**Check Entry Number:** 001
			U6300	9/16/2026	68,703.59	0.00	68,703.59
0000072754	10/14/2026	KIT001	Kitsap Tractor & Equipment				**Check Entry Number:** 001
			P5214701	9/14/2026	772.05	0.00	772.05
0000072755	10/14/2026	LAN075	Language Line Services				**Check Entry Number:** 001
			12059710	9/30/2026	2.94	0.00	2.94
0000072756	10/14/2026	M&P010	M&P Overhead Garage Doors				**Check Entry Number:** 001
			1895	9/29/2026	6,927.85	0.00	6,927.85
			1900	10/6/2026	733.16	0.00	733.16
			Check 0000072756 Total:		7,661.01	0.00	7,661.01
0000072757	10/14/2026	MAR096	Marian Roh				**Check Entry Number:** 001
			2601005	10/8/2026	1,020.00	0.00	1,020.00
0000072758	10/14/2026	MAU030	Maul Foster Alongi				**Check Entry Number:** 001
			76072	10/5/2026	10,030.00	0.00	10,030.00
0000072759	10/14/2026	NEL020	Timothy Nelson				**Check Entry Number:** 001
			OCT2026EXP	10/6/2026	81.68	0.00	81.68
0000072760	10/14/2026	NOR014	North Hood Canal Chamber				**Check Entry Number:** 001
			2027	10/8/2026	200.00	0.00	200.00
0000072761	10/14/2026	OLY001	Olympic Equipment Rentals Inc				**Check Entry Number:** 001
			2609-094623	9/17/2026	262.77	0.00	262.77
			2610-096853	10/12/2026	87.59	0.00	87.59
			Check 0000072761 Total:		350.36	0.00	350.36
0000072762	10/14/2026	PAP020	Pape Material Handling				**Check Entry Number:** 001
			9562151	9/29/2026	484.30	0.00	484.30
			9564566	10/2/2026	454.21	0.00	454.21
			9565082	10/5/2026	454.82-	0.00	454.82-
			Check 0000072762 Total:		483.69	0.00	483.69
0000072763	10/14/2026	PET025	Petrick Lock & Safe				**Check Entry Number:** 001
			23299	10/5/2026	298.27	0.00	298.27
			23327	10/5/2026	150.53	0.00	150.53
			Check 0000072763 Total:		448.80	0.00	448.80
0000072764	10/14/2026	PIT010	William Pitts				**Check Entry Number:** 001
			1022026REFUND	10/2/2026	227.46	0.00	227.46
0000072765	10/14/2026	POR023	Port Townsend Main Street Program				**Check Entry Number:** 001
			1059	10/2/2026	15,000.00	0.00	15,000.00
0000072766	10/14/2026	POW070	Powerplan - OIB				**Check Entry Number:** 001
			17196387	9/29/2026	904.52	0.00	904.52
			17201659	9/28/2026	129.31	0.00	129.31
			Check 0000072766 Total:		1,033.83	0.00	1,033.83
0000072767	10/14/2026	PRE010	Precision Approach Engineering				**Check Entry Number:** 001
			7452	8/31/2026	9,307.60	0.00	9,307.60
0000072768	10/14/2026	PUD001	Pud District #1				**Check Entry Number:** 001
			10052026	10/5/2026	20.17	0.00	20.17

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
0000072769	10/14/2026	PUD090	Public Utility District of Jefferson County					**Check Entry Number:** 001
			10052026A	10/5/2026	57.50	0.00	57.50	
			10052026B	10/5/2026	57.50	0.00	57.50	
			10052026C	10/5/2026	115.00	0.00	115.00	
			10052026D	10/5/2026	60.00	0.00	60.00	
			10052026E	10/5/2026	60.00	0.00	60.00	
				Check 0000072769 Total:	350.00	0.00	350.00	
0000072770	10/14/2026	QUI001	Quill Corporation					**Check Entry Number:** 001
			50464259	9/23/2026	148.51	0.00	148.51	
			50464634	9/23/2026	42.90	0.00	42.90	
				Check 0000072770 Total:	191.41	0.00	191.41	
0000072771	10/14/2026	ROD030	Rodda Miller Paint					**Check Entry Number:** 001
			44198302	9/24/2026	204.77	0.00	204.77	
			44198515	10/7/2026	150.54	0.00	150.54	
			44198516	10/7/2026	35.35	0.00	35.35	
				Check 0000072771 Total:	390.66	0.00	390.66	
0000072772	10/14/2026	SHO010	Shold Excavating Inc					**Check Entry Number:** 001
			96516	9/30/2026	3,981.98	0.00	3,981.98	
			96540	10/2/2026	1,320.99	0.00	1,320.99	
				Check 0000072772 Total:	5,302.97	0.00	5,302.97	
0000072773	10/14/2026	ULI040	ULINE					**Check Entry Number:** 001
			213901706	9/28/2026	6,025.95	0.00	6,025.95	
			213929501	9/28/2026	5,882.69	0.00	5,882.69	
				Check 0000072773 Total:	11,908.64	0.00	11,908.64	
0000072774	10/14/2026	WA1803	State of Washington					**Check Entry Number:** 001
			JUL-AUG-SEPT2026	10/1/2026	166,355.64	0.00	166,355.64	
				Report Total:	318,467.79	0.00	318,467.79	

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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 **072776** through No. **072778** generated on October 16, 2026 in the amount of **$6,476.95** Electronic Payment in the amount of **$160,315.79**, for a total amount of **$166,792.74 is ratified. Signed and Authenticated** on this **10th** day of **November**, **2026**.

For: **Payroll and Benefits**

_____
Commissioner Carol Hasse

_____
Connie Anderson, Director of
Finance And
Administration

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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 Warrants No **072779-72803** generated on October 20th, 2026 in the amount of **$87369.50 is ratified.**

Signed and Authenticated on this **10th** day of **November**, **2026**.

For: **Accounts Payable**

Commissioner Carol Hasse,
Secretary

Connie Anderson, Director of
Finance and Administration

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
0000072779	10/20/2026	AMB001	AMB Tools & Equipment Co				**Check Entry Number:** 001
			T343607	9/2/2026	1,383.35	0.00	1,383.35
			T343675	9/15/2026	1,540.12-	0.00	1,540.12-
			T343866	10/14/2026	1,080.48	0.00	1,080.48
			Check 0000072779 Total:		923.71	0.00	923.71
0000072780	10/20/2026	BOW010	Harrison Bower				**Check Entry Number:** 001
			10082026REFUND	10/8/2026	30.00	0.00	30.00
0000072781	10/20/2026	CBR010	CBRE, Inc Valuation & Advisory Services				**Check Entry Number:** 001
			070116-2-26	8/10/2026	4,800.00	0.00	4,800.00
0000072782	10/20/2026	CEN030	CenturyLink				**Check Entry Number:** 001
			10062026A	10/6/2026	83.90	0.00	83.90
			10062026B	10/6/2026	119.10	0.00	119.10
			10092026	10/9/2026	208.37	0.00	208.37
			Check 0000072782 Total:		411.37	0.00	411.37
0000072783	10/20/2026	CIN020	Cintas				**Check Entry Number:** 001
			5366511606A	10/14/2026	60.80	0.00	60.80
			5366511606B	10/14/2026	55.57	0.00	55.57
			5366511606C	10/14/2026	64.15	0.00	64.15
			5366511606D	10/14/2026	98.55	0.00	98.55
			5366781011	10/15/2026	99.49	0.00	99.49
			Check 0000072783 Total:		378.56	0.00	378.56
0000072784	10/20/2026	DSD050	DSD Business Systems				**Check Entry Number:** 001
			119500	10/19/2026	143.72	0.00	143.72
0000072785	10/20/2026	ECO002	EDC Team Jefferson				**Check Entry Number:** 001
			416188	10/15/2026	10,927.27	0.00	10,927.27
0000072786	10/20/2026	GOO002	Good Man Sanitation				**Check Entry Number:** 001
			I13746	10/19/2026	125.43	0.00	125.43
			I13749	10/19/2026	409.59	0.00	409.59
			I13752	10/19/2026	125.43	0.00	125.43
			I13753	10/19/2026	125.43	0.00	125.43
			I13754	10/19/2026	138.75	0.00	138.75
			I13755	10/19/2026	205.35	0.00	205.35
			I13756	10/19/2026	125.43	0.00	125.43
			I13757	10/19/2026	125.43	0.00	125.43
			I13758	10/19/2026	819.18	0.00	819.18
			I13759	10/19/2026	125.43	0.00	125.43
			Check 0000072786 Total:		2,325.45	0.00	2,325.45
0000072787	10/20/2026	GRA005	Grainger				**Check Entry Number:** 001
			810360446	10/6/2026	323.71	0.00	323.71
0000072788	10/20/2026	HEN007	Henery Hardware & Building Supply				**Check Entry Number:** 001
			38035	8/27/2026	31.74	0.00	31.74
			39172	9/22/2026	26.19	0.00	26.19
			39213	9/23/2026	18.13	0.00	18.13
			Check 0000072788 Total:		76.06	0.00	76.06
0000072789	10/20/2026	JOH005	David Johnson				**Check Entry Number:** 001
			OCT2026EXP	10/16/2026	265.45	0.00	265.45
0000072790	10/20/2026	MAN085	Trevor Manners				**Check Entry Number:** 001
			OCT2026EXP	10/16/2026	84.85	0.00	84.85
0000072791	10/20/2026	MAR017	Marine Assist				**Check Entry Number:** 001

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
0000072792	10/20/2026	PIN010	2026-0222.1	10/13/2026	1,020.00	0.00	1,020.00
			Pinnacle Investigations Corp				**Check Entry Number:** 001
0000072793	10/20/2026	PIT001	109518	10/11/2026	93.06	0.00	93.06
			Pitney Bowes Global Fin. Svcs.				**Check Entry Number:** 001
			1030257250A	10/12/2026	148.11	0.00	148.11
			1030257250B	10/12/2026	35.26	0.00	35.26
			1030257250C	10/12/2026	35.26	0.00	35.26
			1030257250D	10/12/2026	35.26	0.00	35.26
			1030257250E	10/12/2026	14.10	0.00	14.10
			1030257250F	10/12/2026	14.10	0.00	14.10
			1030257250G	10/12/2026	35.26	0.00	35.26
			1030257250H	10/12/2026	35.26	0.00	35.26
			Check 0000072793 Total:		352.61	0.00	352.61
0000072794	10/20/2026	PUD001	Pud District #1				**Check Entry Number:** 001
			10122026A	10/12/2026	51.96	0.00	51.96
			10122026B	10/12/2026	103.81	0.00	103.81
			10122026C	10/12/2026	94.67	0.00	94.67
			Check 0000072794 Total:		250.44	0.00	250.44
0000072795	10/20/2026	PUD090	Public Utility District of Jefferson County				**Check Entry Number:** 001
			2533A	3/31/2026	563.60	0.00	563.60
			2533B	3/31/2026	500.98	0.00	500.98
			2533C	3/31/2026	62.62	0.00	62.62
			2533D	3/31/2026	375.73	0.00	375.73
			2533E	3/31/2026	187.87	0.00	187.87
			2533F	3/31/2026	438.35	0.00	438.35
			2533G	3/31/2026	187.86	0.00	187.86
			2533H	3/31/2026	187.86	0.00	187.86
			2533I	3/31/2026	500.98	0.00	500.98
			2533J	3/31/2026	626.22	0.00	626.22
			Check 0000072795 Total:		3,632.07	0.00	3,632.07
0000072796	10/20/2026	QUI001	Quill Corporation				**Check Entry Number:** 001
			50580414	10/2/2026	146.42	0.00	146.42
			50583704	10/3/2026	18.05	0.00	18.05
			Check 0000072796 Total:		164.47	0.00	164.47
0000072797	10/20/2026	RAN010	Adrian Ranger				**Check Entry Number:** 001
			1082026REFUND	10/8/2026	180.25	0.00	180.25
0000072798	10/20/2026	ROD030	Rodda Miller Paint				**Check Entry Number:** 001
			44198515	10/7/2026	150.54	0.00	150.54
			44198516	10/7/2026	35.35	0.00	35.35
			Check 0000072798 Total:		185.89	0.00	185.89
0000072799	10/20/2026	SOU070	Sound Storage GC				**Check Entry Number:** 001
			1012026	10/13/2026	322.00	0.00	322.00
0000072800	10/20/2026	TAY040	Justin Taylor				**Check Entry Number:** 001
			OCT26EXP	10/14/2026	48.16	0.00	48.16
0000072801	10/20/2026	TIT010	Titan Aviation Fuels				**Check Entry Number:** 001
			5138282	10/9/2026	45,611.67	0.00	45,611.67
0000072802	10/20/2026	WA1901	State of Washington				**Check Entry Number:** 001
			L177761	10/12/2026	12,910.65	0.00	12,910.65
0000072803	10/20/2026	WAL055	Walter E Nelson CO				**Check Entry Number:** 001

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			INVSEA1177999A	10/12/2026	762.34	0.00	762.34
			INVSEA1177999B	10/12/2026	392.05	0.00	392.05
			INVSEA1177999C	10/12/2026	43.56	0.00	43.56
			INVSEA1177999D	10/12/2026	43.56	0.00	43.56
			INVSEA1177999E	10/12/2026	65.34	0.00	65.34
			INVSEA1177999F	10/12/2026	65.34	0.00	65.34
			INVSEA1177999G	10/12/2026	805.89	0.00	805.89
				Check 0000072803 Total:	2,178.08	0.00	2,178.08
				Report Total:	87,639.50	0.00	87,639.50

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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 Warrants No **072804-072844** generated on October 29th, 2026 in the amount of **$534,887.80 is ratified.**

Signed and Authenticated on this **10th** day of **November**, **2026**.

For: **Accounts Payable**

Commissioner Carol Hasse,
Secretary

Connie Anderson, Director of
Finance and Administration

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
0000072804	10/29/2026	ALL085	Alliance Technical Group, LLC				**Check Entry Number:** 001
			SEA080673A	10/15/2026	198.50	0.00	198.50
0000072805	10/29/2026	AND005	Andersen Machine Shop Inc				**Check Entry Number:** 001
			PURCHASE OF BUILDING	10/29/2026	18,000.00	0.00	18,000.00
0000072806	10/29/2026	AND020	Anderson Machine Shop				**Check Entry Number:** 001
			10212026REFUND	10/21/2026	354.00	0.00	354.00
0000072807	10/29/2026	BLU020	Blue Coast Engineering				**Check Entry Number:** 001
			1,781	10/24/2026	6,695.50	0.00	6,695.50
0000072808	10/29/2026	CAS020	Andrew Cashin				**Check Entry Number:** 001
			1052026REFUND	10/5/2026	323.06	0.00	323.06
0000072809	10/29/2026	CED005	CED				**Check Entry Number:** 001
			5948-1094193	10/19/2026	29,017.50	0.00	29,017.50
0000072810	10/29/2026	CEN030	CenturyLink				**Check Entry Number:** 001
			10142026	10/14/2026	77.31	0.00	77.31
0000072811	10/29/2026	CHM030	CSD Attorneys at Law				**Check Entry Number:** 001
			139828A	10/20/2026	936.00	0.00	936.00
			139828B	10/20/2026	1,062.00	0.00	1,062.00
			139829	10/20/2026	998.00	0.00	998.00
			Check 0000072811 Total:		2,996.00	0.00	2,996.00
0000072812	10/29/2026	COA050	Mott MacDonald				**Check Entry Number:** 001
			507530501	9/1/2026	3,314.74	0.00	3,314.74
0000072813	10/29/2026	COM010	Commanders Beach House				**Check Entry Number:** 001
			10212026REFUND	10/21/2026	240.03	0.00	240.03
0000072814	10/29/2026	COW020	Cowling and Co LLC				**Check Entry Number:** 001
			2347	9/30/2026	3,526.30	0.00	3,526.30
			5699	8/31/2026	30,027.68	0.00	30,027.68
			Check 0000072814 Total:		33,553.98	0.00	33,553.98
0000072815	10/29/2026	DAI001	Daily Journal of Commerce				**Check Entry Number:** 001
			3423974	10/16/2026	577.50	0.00	577.50
0000072816	10/29/2026	DLL010	D L Logos				**Check Entry Number:** 001
			5222A	9/16/2026	382.80	0.00	382.80
			5222B	9/16/2026	382.80	0.00	382.80
			Check 0000072816 Total:		765.60	0.00	765.60
0000072817	10/29/2026	DOU010	Double D Electric Inc.				**Check Entry Number:** 001
			35184	10/19/2026	139.20	0.00	139.20
0000072818	10/29/2026	ERI040	Karen Erickson				**Check Entry Number:** 001
			4	9/22/2026	400.00	0.00	400.00
0000072819	10/29/2026	FAR080	Farwest Steel Corporation				**Check Entry Number:** 001
			2372751	10/21/2026	2,221.95	0.00	2,221.95
0000072820	10/29/2026	HEN007	Henery Hardware & Building Supply				**Check Entry Number:** 001
			39428	9/29/2026	26.27	0.00	26.27
			39676	10/6/2026	398.07	0.00	398.07
			39839	10/9/2026	1,104.83	0.00	1,104.83
			40022	10/14/2026	12.03	0.00	12.03
			922194	10/25/2026	1.14	0.00	1.14
			Check 0000072820 Total:		1,542.34	0.00	1,542.34
0000072821	10/29/2026	HIL020	HI Life Dive				**Check Entry Number:** 001
			10212026REFUND	10/21/2026	246.00	0.00	246.00
0000072822	10/29/2026	INT080	Interwest Construction Inc				**Check Entry Number:** 001

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
			PH-01-022 NO 4	10/2/2026	307,216.57	0.00	307,216.57	
0000072823	10/29/2026	JOC010	Mark Jochems					**Check Entry Number:** 001
			10232026REFUND	10/23/2026	552.92	0.00	552.92	
0000072824	10/29/2026	OLY035	Olympic Peninsula Communications LLC					**Check Entry Number:** 001
			66	10/15/2026	1,575.00	0.00	1,575.00	
0000072825	10/29/2026	PET020	Peters Marine Services/Peter Chaffee					**Check Entry Number:** 001
			972026REFUND	10/1/2026	4,171.92	0.00	4,171.92	
0000072826	10/29/2026	PET025	Petrick Lock & Safe					**Check Entry Number:** 001
			23234	7/23/2026	30.73	0.00	30.73	
			23348	10/22/2026	19.01	0.00	19.01	
			23349	10/22/2026	335.30	0.00	335.30	
				Check 0000072826 Total:	385.04	0.00	385.04	
0000072827	10/29/2026	PRE010	Precision Approach Engineering					**Check Entry Number:** 001
			7451	10/15/2026	8,839.56	0.00	8,839.56	
0000072828	10/29/2026	PRI001	The Printery					**Check Entry Number:** 001
			260558	10/7/2026	2,722.67	0.00	2,722.67	
			260661	10/7/2026	907.93	0.00	907.93	
				Check 0000072828 Total:	3,630.60	0.00	3,630.60	
0000072829	10/29/2026	PUD001	Pud District #1					**Check Entry Number:** 001
			10122026A	10/12/2026	51.96	0.00	51.96	
			10122026B	10/12/2026	52.39	0.00	52.39	
			10122026C	10/12/2026	5,504.27	0.00	5,504.27	
			10122026D	10/12/2026	501.14	0.00	501.14	
			10122026E	10/12/2026	387.21	0.00	387.21	
			10122026F	10/12/2026	190.72	0.00	190.72	
			10122026G	10/12/2026	2,095.45	0.00	2,095.45	
			10122026H	10/12/2026	1,755.04	0.00	1,755.04	
			10122026I	10/12/2026	166.96	0.00	166.96	
			10122026J	10/12/2026	633.64	0.00	633.64	
			10122026K	10/12/2026	3,043.55	0.00	3,043.55	
			10122026L	10/12/2026	1,718.52	0.00	1,718.52	
			10192026A	10/19/2026	74.44	0.00	74.44	
			10192026B	10/19/2026	20.17	0.00	20.17	
			10192026C	10/19/2026	400.17	0.00	400.17	
				Check 0000072829 Total:	16,595.63	0.00	16,595.63	
0000072830	10/29/2026	PUD090	Public Utility District of Jefferson County					**Check Entry Number:** 001
			10122026A	10/12/2026	250.00	0.00	250.00	
			10122026B	10/12/2026	250.00	0.00	250.00	
			4495A	9/30/2026	55.83	0.00	55.83	
			4495B	9/30/2026	49.63	0.00	49.63	
			4495C	9/30/2026	6.20	0.00	6.20	
			4495D	9/30/2026	37.22	0.00	37.22	
			4495E	9/30/2026	18.61	0.00	18.61	
			4495F	9/30/2026	43.42	0.00	43.42	
			4495G	9/30/2026	18.61	0.00	18.61	
			4495H	9/30/2026	18.61	0.00	18.61	
			4495I	9/30/2026	49.63	0.00	49.63	
			4495J	9/30/2026	62.03	0.00	62.03	
				Check 0000072830 Total:	859.79	0.00	859.79	

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
0000072831	10/29/2026	QUI001	Quill Corporation					**Check Entry Number:** 001
			50652360	10/7/2026	19.14	0.00	19.14	
			50652515	10/8/2026	245.83	0.00	245.83	
			50658295	10/8/2026	7.44	0.00	7.44	
			50670051	10/8/2026	167.49	0.00	167.49	
				Check 0000072831 Total:	439.90	0.00	439.90	
0000072832	10/29/2026	REY030	Larry Reynolds					**Check Entry Number:** 001
			10282026REFUND	10/23/2026	51.06	0.00	51.06	
0000072833	10/29/2026	SAF001	Safeway, Inc.					**Check Entry Number:** 001
			10212026A	10/21/2026	23.47	0.00	23.47	
			10212026B	10/21/2026	20.47	0.00	20.47	
			10212026C	10/21/2026	3,005.38	0.00	3,005.38	
			10212026D	10/21/2026	818.53	0.00	818.53	
			10212026E	10/21/2026	68.20	0.00	68.20	
				Check 0000072833 Total:	3,936.05	0.00	3,936.05	
0000072834	10/29/2026	SCO040	Heron Scott					**Check Entry Number:** 001
			JULYEXP2026	10/20/2026	52.20	0.00	52.20	
0000072835	10/29/2026	SHO010	Shold Excavating Inc					**Check Entry Number:** 001
			96912	10/20/2026	481.80	0.00	481.80	
0000072836	10/29/2026	SOU055	Sound Publishing, Inc					**Check Entry Number:** 001
			PDN1036905	10/10/2026	197.00	0.00	197.00	
			PDN1037393	10/10/2026	156.00	0.00	156.00	
				Check 0000072836 Total:	353.00	0.00	353.00	
0000072837	10/29/2026	SUN020	Sunrise Coffee					**Check Entry Number:** 001
			20261120	9/25/2026	85.96	0.00	85.96	
			20261205	10/16/2026	85.96	0.00	85.96	
				Check 0000072837 Total:	171.92	0.00	171.92	
0000072838	10/29/2026	SWI050	Swift Plumbing and Heating					**Check Entry Number:** 001
			73303A	10/9/2026	675.67	0.00	675.67	
			73303B	10/9/2026	675.67	0.00	675.67	
				Check 0000072838 Total:	1,351.34	0.00	1,351.34	
0000072839	10/29/2026	ULI040	ULINE					**Check Entry Number:** 001
			214603850	10/13/2026	3,312.78	0.00	3,312.78	
0000072840	10/29/2026	VER001	Verizon Wireless, Bellevue					**Check Entry Number:** 001
			10152026A	10/15/2026	44.98	0.00	44.98	
			10152026B	10/15/2026	73.83	0.00	73.83	
			10152026C	10/15/2026	118.83	0.00	118.83	
			10152026D	10/15/2026	98.47	0.00	98.47	
			10152026E	10/15/2026	24.61	0.00	24.61	
			10152026F	10/15/2026	81.08	0.00	81.08	
			10152026G	10/15/2026	130.34	0.00	130.34	
			10152026H	10/15/2026	24.61	0.00	24.61	
			10152026I	10/15/2026	44.98	0.00	44.98	
				Check 0000072840 Total:	641.73	0.00	641.73	
0000072841	10/29/2026	VET030	Vet Industrial Inc					**Check Entry Number:** 001
			10202026	10/20/2026	78,999.04	0.00	78,999.04	
0000072842	10/29/2026	WA1901	State of Washington					**Check Entry Number:** 001
			L177605	10/12/2026	141.10	0.00	141.10	
0000072843	10/29/2026	WEB030	Kimberlie Webber					**Check Entry Number:** 001

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			OCT2026EXP	10/14/2026	119.88	0.00	119.88
0000072844	10/29/2026	WES020	Westside Marine				Check Entry Number: 001
			133483	10/13/2026	345.76	0.00	345.76
				Report Total:	534,887.80	0.00	534,887.80

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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 **072845** through No. **0728449** generated on November 2, 2026 in the amount of **$42,916.43** Electronic Payment in the amount of **$253,176.89**, for a total amount of **$295,993.32 is ratified.**

Signed and Authenticated on this **10th** day of **November**, **2026**.

For: **Payroll and Benefits**

_____
Commissioner Carol Hasse

_____
Connie Anderson, Director of
Finance And
Administration

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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 **072850** generated on November 5, 2026 in the amount of **$3114.70 is ratified.**

Signed and Authenticated on this **10th** day of **November**, **2026**.

For: **Accounts Payable**

_____
Commissioner Carol Hasse,
Secretary

_____
Connie Anderson, Director of
Finance and Administration

Check Register
Journal Posting Date: 11/5/2026
Register Number: CD-001318

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
0000072850	11/5/2026	HEN002	Henery Hardware				Check Entry Number: 001
			810496	10/7/2026	31.07	0.00	31.07
			819976	9/28/2026	53.51	0.00	53.51
			819981	9/28/2026	14.06	0.00	14.06
			820022A	9/28/2026	22.99	0.00	22.99
			820022B	9/28/2026	59.11	0.00	59.11
			820029	9/28/2026	25.33	0.00	25.33
			820032	9/28/2026	16.40	0.00	16.40
			820044	9/29/2026	28.01	0.00	28.01
			820055	9/29/2026	83.15	0.00	83.15
			820065	9/29/2026	8.63	0.00	8.63
			820132	9/30/2026	20.35	0.00	20.35
			820193	10/1/2026	98.53	0.00	98.53
			820202	10/1/2026	43.78	0.00	43.78
			820221	10/1/2026	16.41	0.00	16.41
			820242	10/2/2026	51.63	0.00	51.63
			820246	10/2/2026	89.78	0.00	89.78
			820254	10/2/2026	60.26	0.00	60.26
			820335	10/5/2026	28.46	0.00	28.46
			820374	10/5/2026	22.97	0.00	22.97
			820386	10/5/2026	196.23	0.00	196.23
			820453	10/6/2026	15.32	0.00	15.32
			820476	10/7/2026	50.70	0.00	50.70
			820569	10/8/2026	50.35	0.00	50.35
			820597	10/8/2026	17.51	0.00	17.51
			820643	10/9/2026	58.00	0.00	58.00
			820692	10/12/2026	24.08	0.00	24.08
			820766	10/13/2026	65.68	0.00	65.68
			820800	10/14/2026	39.00	0.00	39.00
			820808	10/14/2026	146.72	0.00	146.72
			820809	10/14/2026	13.74	0.00	13.74
			820812	10/14/2026	53.36	0.00	53.36
			820842	10/14/2026	48.16	0.00	48.16
			820891	10/15/2026	102.84	0.00	102.84
			820895	10/15/2026	38.95	0.00	38.95
			820907	10/15/2026	78.81	0.00	78.81
			820922	10/16/2026	5.04	0.00	5.04
			820933	10/16/2026	133.83	0.00	133.83
			820945	10/16/2026	17.50	0.00	17.50
			820975	10/16/2026	148.80	0.00	148.80
			821007	10/19/2026	26.27	0.00	26.27
			821027	10/19/2026	12.68	0.00	12.68
			821042	10/19/2026	26.21	0.00	26.21
			821049	10/19/2026	28.40	0.00	28.40
			821072	10/20/2026	26.27-	0.00	26.27-
			821077	10/20/2026	39.41	0.00	39.41
			821079	10/20/2026	7.65	0.00	7.65
			821119	10/20/2026	28.47-	0.00	28.47-
			821126	10/20/2026	27.57	0.00	27.57
			821169	10/21/2026	18.58	0.00	18.58

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			821195	10/21/2026	54.73	0.00	54.73
			821198	10/21/2026	28.45	0.00	28.45
			821208	10/21/2026	47.27	0.00	47.27
			821210	10/21/2026	160.94	0.00	160.94
			821238	10/22/2026	82.10	0.00	82.10
			821247	10/22/2026	124.03	0.00	124.03
			821252	10/22/2026	67.88	0.00	67.88
			821283	10/22/2026	36.44	0.00	36.44
			821293	10/22/2026	73.97	0.00	73.97
			821296	10/22/2026	8.55	0.00	8.55
			821319	10/23/2026	132.64	0.00	132.64
			821337	10/23/2026	57.96	0.00	57.96
			821343	10/23/2026	28.66	0.00	28.66
				Check 0000072850 Total:	3,114.70	0.00	3,114.70
				Report Total:	3,114.70	0.00	3,114.70

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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 Warrants No **072851-072902** generated on November 5th, 2026 in the amount of **$386892.45 is ratified.**

Signed and Authenticated on this **10th** day of **November**, **2026**.

For: **Accounts Payable**

_____
Commissioner Carol Hasse,
Secretary

_____
Connie Anderson, Director of
Finance and Administration

Check Register
Journal Posting Date: 11/5/2026
Register Number: CD-001319

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	
0000072851	11/5/2026	48N010	48 North					**Check Entry Number:** 001
			11302026A	11/1/2026	693.31	0.00	693.31	
			11302026B	11/1/2026	672.91	0.00	672.91	
			11302026C	11/1/2026	672.91	0.00	672.91	
				Check 0000072851 Total:	2,039.13	0.00	2,039.13	
0000072852	11/5/2026	AIS010	AIS Trust Account Newport					**Check Entry Number:** 001
			3698658	9/14/2026	23,117.00	0.00	23,117.00	
0000072853	11/5/2026	ARR010	Arrow Lumber Port Townsend					**Check Entry Number:** 001
			77944	10/1/2026	59.44	0.00	59.44	
			78051	10/5/2026	73.93	0.00	73.93	
			78100	10/6/2026	1,128.66	0.00	1,128.66	
			78165	10/7/2026	722.17	0.00	722.17	
			78166	10/7/2026	98.55-	0.00	98.55-	
			78285	10/9/2026	941.70	0.00	941.70	
			78379	10/13/2026	123.48	0.00	123.48	
			78381	10/13/2026	67.18	0.00	67.18	
			78504	10/15/2026	175.94	0.00	175.94	
			78514	10/15/2026	770.53	0.00	770.53	
			78681	10/21/2026	109.81	0.00	109.81	
			78795	10/23/2026	49.64	0.00	49.64	
			78954	10/28/2026	26.06	0.00	26.06	
				Check 0000072853 Total:	4,149.99	0.00	4,149.99	
0000072854	11/5/2026	BER010	William Berninger					**Check Entry Number:** 001
			OCT26EXPENSE	10/30/2026	38.57	0.00	38.57	
0000072855	11/5/2026	BER045	Eron Berg					**Check Entry Number:** 001
			OCT26EXPENSE1	10/30/2026	127.13	0.00	127.13	
			OCT26EXPENSE2	10/30/2026	273.75	0.00	273.75	
				Check 0000072855 Total:	400.88	0.00	400.88	
0000072856	11/5/2026	CAR001	Carl's Building Supply					**Check Entry Number:** 001
			162064	10/26/2026	118.95	0.00	118.95	
0000072857	11/5/2026	CAR035	Giuseppe Carraturo					**Check Entry Number:** 001
			OCT26EXPENSE	10/28/2026	98.67	0.00	98.67	
0000072858	11/5/2026	COM060	Community Wellness Project					**Check Entry Number:** 001
			165	10/28/2026	5,000.00	0.00	5,000.00	
0000072859	11/5/2026	COO050	Cooper Fuel					**Check Entry Number:** 001
			2067465A	10/14/2026	881.81	0.00	881.81	
			2067465B	10/14/2026	881.81	0.00	881.81	
			2068006	10/16/2026	2,882.71	0.00	2,882.71	
			2068210	10/20/2026	4,783.85	0.00	4,783.85	
			2068537A	10/23/2026	459.10	0.00	459.10	
			2068537B	10/23/2026	459.10	0.00	459.10	
			2068539	10/23/2026	868.68	0.00	868.68	
				Check 0000072859 Total:	11,217.06	0.00	11,217.06	
0000072860	11/5/2026	DEL070	Delta Water Technologies, LLC					**Check Entry Number:** 001
			180206	10/30/2026	1,285.55	0.00	1,285.55	
0000072861	11/5/2026	DIR070	DirecTV					**Check Entry Number:** 001
			75436554X261028	10/16/2026	455.00	0.00	455.00	
0000072862	11/5/2026	END040	enduris Washington					**Check Entry Number:** 001
			R27-318-2	10/28/2026	246.00	0.00	246.00	

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
0000072863	11/5/2026	GLO040	Glory GlobalSolutions (USA) Inc					**Check Entry Number:** 001
			RI26021107	10/19/2026	10,892.85	0.00	10,892.85	
			RI26021951A	10/29/2026	98.33	0.00	98.33	
			RI26021951B	10/29/2026	98.33	0.00	98.33	
				Check 0000072863 Total:	11,089.51	0.00	11,089.51	
0000072864	11/5/2026	GRA005	Grainger					**Check Entry Number:** 001
			9132238362	10/27/2026	66.46	0.00	66.46	
			9135701788	10/29/2026	895.62	0.00	895.62	
				Check 0000072864 Total:	962.08	0.00	962.08	
0000072865	11/5/2026	GUA080	Guardian Security Systems, Inc.					**Check Entry Number:** 001
			1787437	11/1/2026	197.58	0.00	197.58	
			1787438	11/1/2026	123.16	0.00	123.16	
			1787439	11/1/2026	279.23	0.00	279.23	
			1787440A	11/1/2026	1,012.88	0.00	1,012.88	
			1787440B	11/1/2026	65.70	0.00	65.70	
			1787441	11/1/2026	204.99	0.00	204.99	
				Check 0000072865 Total:	1,883.54	0.00	1,883.54	
0000072866	11/5/2026	HAS020	Carol Hasse					**Check Entry Number:** 001
			OCT26EXPENSE	11/2/2026	75.55	0.00	75.55	
0000072867	11/5/2026	INS070	Insight Strategic Partners LLC					**Check Entry Number:** 001
			7419	10/31/2026	6,250.00	0.00	6,250.00	
0000072868	11/5/2026	INT080	Interwest Construction Inc					**Check Entry Number:** 001
			10302026	10/30/2026	232,963.08	0.00	232,963.08	
0000072869	11/5/2026	KIT030	USA TODAY Media Corp.					**Check Entry Number:** 001
			7917586	10/31/2026	176.68	0.00	176.68	
0000072870	11/5/2026	LES050	Les Schwab					**Check Entry Number:** 001
			37900730275	10/15/2026	12.03	0.00	12.03	
0000072871	11/5/2026	MAH010	Paul Mahan					**Check Entry Number:** 001
			10292026REFUND	10/29/2026	3.79	0.00	3.79	
0000072872	11/5/2026	MAU030	Maul Foster Alongi					**Check Entry Number:** 001
			75612	9/8/2026	1,487.50	0.00	1,487.50	
0000072873	11/5/2026	MRS010	MRSC Rosters					**Check Entry Number:** 001
			83847	11/2/2026	475.00	0.00	475.00	
0000072874	11/5/2026	MUR002	Murrey's Disposal Co. Inc.					**Check Entry Number:** 001
			9337419S112	11/1/2026	1,677.93	0.00	1,677.93	
			9337426S112	11/1/2026	6,174.62	0.00	6,174.62	
			9337447S112	11/1/2026	3,918.42	0.00	3,918.42	
			9337514S112	11/1/2026	55.94	0.00	55.94	
			9337565S112	11/1/2026	244.66	0.00	244.66	
			9337619S112	11/1/2026	250.22	0.00	250.22	
			9337879S112	11/1/2026	123.91	0.00	123.91	
			9339950S112	11/1/2026	1,288.45	0.00	1,288.45	
				Check 0000072874 Total:	13,734.15	0.00	13,734.15	
0000072875	11/5/2026	NAK020	Dave Nakagawara					**Check Entry Number:** 001
			OCT26EXPENSE	11/2/2026	71.00	0.00	71.00	
0000072876	11/5/2026	PAP020	Pape Material Handling					**Check Entry Number:** 001
			381733	10/21/2026	50,917.50	0.00	50,917.50	
			9568952	10/16/2026	302.40	0.00	302.40	
				Check 0000072876 Total:	51,219.90	0.00	51,219.90	

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount	
0000072877	11/5/2026	PEN060	Peninsula Pest Control, Inc					**Check Entry Number:** 001
			78413A	10/24/2026	136.88	0.00	136.88	
			78413B	10/24/2026	136.88	0.00	136.88	
			78413C	10/24/2026	273.74	0.00	273.74	
				Check 0000072877 Total:	547.50	0.00	547.50	
0000072878	11/5/2026	PET025	Petrick Lock & Safe					**Check Entry Number:** 001
			23353	10/23/2026	196.65	0.00	196.65	
			23358	10/23/2026	74.41	0.00	74.41	
			23365	10/29/2026	146.13	0.00	146.13	
				Check 0000072878 Total:	417.19	0.00	417.19	
0000072879	11/5/2026	PET065	Pam Petranek					**Check Entry Number:** 001
			OCT26EXPENSE	11/2/2026	97.15	0.00	97.15	
0000072880	11/5/2026	PIN010	Pinnacle Investigations Corp					**Check Entry Number:** 001
			109751	10/25/2026	66.78	0.00	66.78	
			109755	10/25/2026	46.53	0.00	46.53	
				Check 0000072880 Total:	113.31	0.00	113.31	
0000072881	11/5/2026	PLE020	Andrea Pleines					**Check Entry Number:** 001
			10292026REFUND	10/29/2026	7.03	0.00	7.03	
0000072882	11/5/2026	POR005	Port Townsend Leader					**Check Entry Number:** 001
			121812	10/28/2026	1,110.06	0.00	1,110.06	
0000072883	11/5/2026	POW070	Powerplan - OIB					**Check Entry Number:** 001
			17257233	10/30/2026	430.81	0.00	430.81	
0000072884	11/5/2026	PRE010	Precision Approach Engineering					**Check Entry Number:** 001
			7500	9/30/2026	2,455.60	0.00	2,455.60	
0000072885	11/5/2026	PUD001	Pud District #1					**Check Entry Number:** 001
			10262026	10/26/2026	356.69	0.00	356.69	
0000072886	11/5/2026	PUD090	Public Utility District of Jefferson County					**Check Entry Number:** 001
			10262026	10/26/2026	550.00	0.00	550.00	
0000072887	11/5/2026	SEC010	Security Services					**Check Entry Number:** 001
			153878A	11/1/2026	31.80	0.00	31.80	
			153878B	11/1/2026	85.23	0.00	85.23	
			153878C	11/1/2026	28.42	0.00	28.42	
			153878D	11/1/2026	28.42	0.00	28.42	
			153878E	11/1/2026	28.43	0.00	28.43	
				Check 0000072887 Total:	202.30	0.00	202.30	
0000072888	11/5/2026	SEI040	Kelsey Seiler					**Check Entry Number:** 001
			OCT26EXPENSE	11/2/2026	152.45	0.00	152.45	
0000072889	11/5/2026	SNE020	S-Net Communications					**Check Entry Number:** 001
			336106A	11/1/2026	188.15	0.00	188.15	
			336106B	11/1/2026	151.99	0.00	151.99	
			336106C	11/1/2026	14.48	0.00	14.48	
			336106D	11/1/2026	7.24	0.00	7.24	
			336106E	11/1/2026	159.23	0.00	159.23	
			336106F	11/1/2026	7.24	0.00	7.24	
			336106G	11/1/2026	28.95	0.00	28.95	
			336106H	11/1/2026	130.28	0.00	130.28	
			336106I	11/1/2026	36.19	0.00	36.19	
				Check 0000072889 Total:	723.75	0.00	723.75	
0000072890	11/5/2026	SOU055	Sound Publishing, Inc					**Check Entry Number:** 001

Bank Code: W - WARRANTS PAYABLE

Check Number	Check Date	Vendor	Invoice Number	Invoice Date	Invoice Amount	Discount Applied	Payment Amount
			PDN1037582	10/28/2026	721.50	0.00	721.50
0000072891	11/5/2026	SOU090	Sound Mechanical Consulting, Inc				**Check Entry Number:** 001
			522-9	10/31/2026	250.00	0.00	250.00
0000072892	11/5/2026	SWI050	Swift Plumbing and Heating				**Check Entry Number:** 001
			73304	10/9/2026	1,314.00	0.00	1,314.00
0000072893	11/5/2026	TAY085	Ty Taylor				**Check Entry Number:** 001
			OCT26EXPENSE	10/12/2026	477.31	0.00	477.31
0000072894	11/5/2026	ULI040	ULINE				**Check Entry Number:** 001
			214838805	10/19/2026	1,461.42	0.00	1,461.42
			214914356	10/20/2026	463.91	0.00	463.91
			Check 0000072894 Total:		1,925.33	0.00	1,925.33
0000072895	11/5/2026	UNI020	United Rentals Northwest Inc				**Check Entry Number:** 001
			269176737-001	10/26/2026	1,448.53	0.00	1,448.53
0000072896	11/5/2026	US0000	United States Postmaster				**Check Entry Number:** 001
			11266MO	10/30/2026	492.00	0.00	492.00
0000072897	11/5/2026	VEN070	VenTek International				**Check Entry Number:** 001
			156802	11/1/2026	104.03	0.00	104.03
0000072898	11/5/2026	WAV040	Wave Broadband				**Check Entry Number:** 001
			43328901-12530	10/26/2026	150.22	0.00	150.22
0000072899	11/5/2026	WEE020	Dakota Weeks				**Check Entry Number:** 001
			OCT26EXPENSE	10/28/2026	34.99	0.00	34.99
0000072900	11/5/2026	WES006	Westbay Auto Parts, Inc.				**Check Entry Number:** 001
			293-948620	10/1/2026	211.29	0.00	211.29
			293-948880	10/2/2026	20.73	0.00	20.73
			293-949128	10/5/2026	87.59	0.00	87.59
			293-950154	10/12/2026	32.50	0.00	32.50
			293-951469	10/21/2026	50.26	0.00	50.26
			Check 0000072900 Total:		402.37	0.00	402.37
0000072901	11/5/2026	WES090	Westech Rigging Supply				**Check Entry Number:** 001
			PSI00610566A	10/26/2026	546.24	0.00	546.24
			PSI00610566B	10/26/2026	546.24	0.00	546.24
			PSI00610566C	10/26/2026	546.24	0.00	546.24
			Check 0000072901 Total:		1,638.72	0.00	1,638.72
0000072902	11/5/2026	WOO095	Wooden Boat Festival				**Check Entry Number:** 001
			08102026A	8/10/2026	733.00	0.00	733.00
			08102026B	8/10/2026	733.00	0.00	733.00
			08102026C	8/10/2026	733.00	0.00	733.00
			Check 0000072902 Total:		2,199.00	0.00	2,199.00
			Report Total:		386,892.45	0.00	386,892.45

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

360-385-0656
fax:360-385-3988
info@portofpt.com

www.portofpt.com

REFUND 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,

REFUNDS generated on May 21, 2026 in the amount of **$ 34.50** **is ratified.**

REFUNDS generated on August 5, 2026 in the amount of **$693.50** **is ratified.**

REFUNDS generated on August 6, 2026 in the amount of **$941.28** **is ratified.**

Total $1,669.28

Signed and Authenticated on this **10th** day of **November**, **2026**.

For: **Accounts Payable**

Commissioner Carol Hasse,
Secretary

Connie Anderson, Director of
Finance and Administration

General Ledger Report
5/21/2026 to 5/21/2026
Created: 08/07/2026 01:36 PM
Point Hudson Marina & RV Park

Payment GL - 101-0175-00

Line ID	GL Code	Marina Name	Posting Date	Line Type	Invoice	Vessel	Description	Debit	Credit
P24469846	101-0175-00	Point Hudson Marina & RV Park	05/21/2026	Refund	2195905		Visa		$11.50
P24469892	101-0175-00	Point Hudson Marina & RV Park	05/21/2026	Refund	2195249		Visa		$11.50
P24473846	101-0175-00	Point Hudson Marina & RV Park	05/21/2026	Refund	2119729		Visa		$11.50
									$34.50

General Ledger Report
8/5/2026 to 8/5/2026
Created: 08/07/2026 11:52 AM
Point Hudson Marina & RV Park

Payment GL - 101-0175-00

Line ID	GL Code	Marina Name	Posting Date	Line Type	Invoice	Vessel	Description	Debit	Credit
P27352916	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1513279		Visa		$11.00
P27353272	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1560076		Visa		$11.00
P27354342	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2391528		Visa		$11.50
P27354682	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1528047		Visa		$11.00
P27354910	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1456843		Mastercard		$11.00
P27355158	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1455152		Visa		$11.00
P27355436	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1529251		Visa		$11.00
P27355668	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1841908		Mastercard		$11.00
P27355896	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1651281		Visa		$11.00
P27356070	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1460161		Visa		$11.00
P27356382	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2124631		Visa		$11.50
P27356522	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2260492		Visa		$11.50
P27356892	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1733084		Visa		$11.00
P27357698	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2365294		Visa		$11.50
P27357925	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2122743		Visa		$11.50
P27358000	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2122745		Visa		$11.50
P27358162	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1477445		Visa		$11.00
P27358306	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2579348		Visa		$11.50
P27358627	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1456143		Visa		$11.00
P27358728	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1456145		Visa		$11.00
P27358924	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1612067		Visa		$11.00
P27359522	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1742185		Mastercard		$11.00
P27359672	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1719991		Mastercard		$11.00
P27359816	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1664789		Visa		$11.00
P27359937	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2121008		Visa		$11.50
P27360070	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2165446		Mastercard		$11.50
P27360191	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1603509		Visa		$11.00
P27361877	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1654498		Amex		$11.00
P27363048	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2119699		Visa		$11.50
P27363232	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1456203		Visa		$11.00
P27363429	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2119229		Visa		$11.50
P27363544	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2313791		Visa		$11.50
P27363695	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2587053		Visa		$11.50
P27363826	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1559905		Mastercard		$11.00
P27363923	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2723846		Amex		$11.50
P27364050	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2121612		Visa		$11.50
P27364142	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2121614		Visa		$11.50
P27364267	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1532136		Visa		$11.00
P27364439	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2631042		Visa		$11.50
P27364505	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2348596		Mastercard		$11.50
P27364557	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1609490		Amex		$11.00
P27364665	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1103205		Visa		$11.00
P27364709	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2723423		Visa		$11.50
P27364772	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2121943		Visa		$11.50
P27364828	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2472614		Visa		$11.50
P27364899	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2175320		Visa		$11.50
P27364941	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1653226		Amex		$11.00
P27365092	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1581534		Visa		$11.00
P27365127	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1046937		Visa		$11.00
P27365180	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1071266		Visa		$11.00
P27365319	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1620726		Visa		$11.00
P27365384	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1725770		Visa		$11.00
P27365433	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1656458		Visa		$11.00
P27365486	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1843974		Visa		$11.00
P27365492	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1581563		Visa		$11.00

Report

P27365544	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	2293874	Visa	$11.50
P27365847	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1609445	Visa	$11.00
P27365888	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1455643	Visa	$11.00
P27365970	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1673080	Visa	$11.00
P27366024	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1615166	Visa	$11.00
P27366103	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1684951	Visa	$11.00
P27366213	101-0175-00	Point Hudson Marina & RV Park	08/05/2026	Refund	1568083	Visa	$11.00
							$693.50

General Ledger Report
8/6/2026 to 8/6/2026
Created: 08/07/2026 11:55 AM
Point Hudson Marina & RV Park

Payment GL - 101-0175-00

Line ID	GL Code	Marina Name	Posting Date	Line Type	Invoice	Vessel	Description	Debit	Credit
P27383942	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1264173		Visa		$11.00
P27384640	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1057127		Visa		$11.00
P27384780	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1699956		Visa		$11.00
P27385584	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1566430		Visa		$11.00
P27386111	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1631076		Visa		$11.00
P27386214	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1065004		Visa		$11.00
P27386408	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1064556		Visa		$11.00
P27386683	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1458688		Visa		$11.00
P27386912	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1072675		Visa		$11.00
P27387036	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1538812		Visa		$11.00
P27387175	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1183112		Visa		$11.00
P27387328	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1455061		Mastercard		$11.00
P27387491	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1559722		Visa		$11.00
P27387714	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1133287		Visa		$11.00
P27387754	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1070660		Visa		$11.00
P27387820	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1527957		Visa		$11.00
P27387948	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1123176		Visa		$11.00
P27388009	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1101800		Mastercard		$11.00
P27388067	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1039421		Visa		$11.00
P27388125	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1099618		Visa		$11.00
P27388184	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1032110		Visa		$11.00
P27388388	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1129505		Visa		$11.00
P27388554	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1038216		Amex		$11.00
P27389193	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2335630		Visa		$11.50
P27389239	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1794836		Visa		$11.00
P27389270	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2175137		Visa		$11.50
P27389317	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2119248		Visa		$11.50
P27389338	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2119349		Visa		$11.50
P27389377	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2119366		Visa		$11.50
P27392101	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2118668		Visa		$11.50
P27392144	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1603922		Visa		$11.00
P27392214	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1669592		Amex		$11.00
P27392280	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1582054		Visa		$11.00
P27392327	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2166196		Visa		$11.50
P27392368	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1654679		Visa		$11.00
P27392410	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1755734		Mastercard		$11.00
P27393506	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1529298		Visa		$11.00
P27393537	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1609488		Visa		$11.00
P27393567	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1722778		Visa		$11.00
P27393599	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2295834		Mastercard		$11.50
P27393652	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2119595		Visa		$11.50
P27393694	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1488045		Visa		$11.00
P27393743	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1558560		Visa		$11.00
P27393802	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1457347		Amex		$11.00
P27393854	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1647810		Visa		$11.00
P27393927	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2119443		Mastercard		$11.50
P27393983	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1457219		Visa		$10.00
P27394038	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1698079		Visa		$11.00
P27394088	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2571498		Amex		$11.50
P27394128	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1521741		Visa		$11.00
P27394182	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1587280		Visa		$11.00
P27394252	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1616843		Visa		$11.00
P27394302	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2155149		Visa		$11.50
P27394350	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1618649		Mastercard		$11.00
P27394392	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1458229		Visa		$11.00
P27394425	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2230147		Visa		$11.50
P27394465	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2768738		Visa		$11.50

P27394483	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2652484	Visa	$11.50
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P27394571	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1853941	Visa	$11.00
P27394620	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2252528	Visa	$11.50
P27394642	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2176803	Visa	$11.50
P27394693	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2651815	Visa	$11.50
P27394737	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2118993	Visa	$11.50
P27394791	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2210718	Visa	$11.50
P27394807	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2234261	Amex	$11.50
P27394854	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2371919	Visa	$11.50
P27394908	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2574561	Mastercard	$11.50
P27394995	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2513606	Visa	$11.50
P27395023	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2118389	Visa	$11.50
P27395042	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2118657	Visa	$11.50
P27395064	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2118670	Visa	$11.50
P27395182	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2122540	Visa	$11.50
P27395199	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2122544	Visa	$11.50
P27395215	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2122549	Visa	$11.50
P27395234	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2122556	Visa	$11.50
P27395273	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1659352	Amex	$10.78
P27395331	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1642029	Visa	$11.00
P27395347	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1065052	Visa	$11.00
P27395458	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1390998	Visa	$11.00
P27395471	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1390998	Visa	$1.00
P27395536	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2300456	Visa	$11.50
P27395580	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2354374	Visa	$11.50
P27395653	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	2428090	Visa	$11.50
P27395728	101-0175-00	Point Hudson Marina & RV Park	08/06/2026	Refund	1531798	Visa	$11.00
							$941.28

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Name, Vessel	Department	Amount	Accounts to Collection – Write off balances
Marcia Latham & Christian Taylor	Point Hudson	$790.16	Non-Responsive to Port staff. Repeated attempts to contact, voicemail, emails, USPS mail and certified, return receipt letters. Sending account to collections for non-payment
Ryser, Christian - Estralita	Boat Haven	352.54	Non-Responsive to Port staff. Repeated attempts to contact, voicemail, emails, USPS mail and certified, return receipt letters. Sending account to collections for non-payment
Moore, Heidi - Serenity	Boat Haven	4,358.58	Non-Responsive to Port staff. Repeated attempts to contact, voicemail, emails, USPS mail and certified, return receipt letters. Sending account to collections for non-payment.
Fulton, Michael	Herb Beck Marina	80.52	Non-Responsive to Port staff. Repeated attempts to contact, voicemail, emails, USPS mail and certified, return receipt letters. Sending account to collections for non-payment.
Crews, William, Estate of, Isabells	Boat Yard	10,634.47	Owner passed away, and the estate is non-responsive to Port staff. Repeated attempts to contact, voicemail, emails, USPS mail and certified, return receipt letters. Vessel to auction, demo, write off account
	Total	**$16,216.27**	

Approved on November 10, 2026.

_____
Pamela A. Petranek, President

_____
Peter W. Hanke, Vice President

_____
Carol L. Hasse, Secretary

_____
Connie Anderson, Director of Finance and Administration

_____
Eron Berg, Executive Director

PORT OF PORT TOWNSEND
AGENDA COVER SHEET

MEETING DATE	November 10, 2026
AGENDA ITEM	☒ Public Hearing (Continued)
AGENDA TITLE	V. A. Resolution 889-26 Establishing the Year 2027 Operating and Capital Budgets and Authorizing Certain Disbursements to Meet Expenses of the Port of Port Townsend for the Year 2027
STAFF LEAD	Director of Finance and Administration, Connie Anderson
REQUESTED	☐ Information ☒ Motion/Action ☒ Discussion
ATTACHMENTS	1. Finance Director Memorandum of the Proposed 2027 Budget 2. Resolution 889-26 Establishing the 2027 Operating and Capital Budgets 3. Exhibit A to Resolution 889-26 Consolidated Sources and Uses of Cash 4. 2027 Proposed Budget Book, 11-10-2026

Recommendation: Close Public Hearing and begin deliberating on the 2027 Operating and Capital Budget. Following deliberation, move to adopt Resolution 889-26 Establishing the Year 2027 Operating and Capital Budgets and Authorizing Certain Disbursements to Meet Expenses of the Port of Port Townsend for the Year 2027

DATE: 11/10/2026

TO: Port Commission

FROM: Connie Anderson, Director of Finance & Administration
Eron Berg, Executive Director

SUBJECT: Public Hearing – Second Reading of the 2027 Consolidated & Departmental Operating and Capital Budgets

---

ISSUE

Should the Commission approve Resolution No. 889-26 and formally adopt the 2027 Operating & Capital Budget?

PUBLIC HEARING

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 2027 Operating and Capital Budget.

2027 Operating and Capital Budget (Res. No. 889-26)
The Port is "one fund", therefore the Commission is only adopting the consolidated budget as presented.

Consolidated Sources & Uses of Cash 2027 Budget

Note: Minor tweaks and adjustments have been made following the 1st Public Hearing and discussion at the October 28, 2026, Special Meeting. Additionally, more significant changes are listed as follows:

- *Updated JCIA fueling center, revenues and expenses related to the new fueling operations*

The first half of the 2027 Consolidated Budget outlines the Port's *Operational Budget*. Operational revenues were calculated with an approximate 4.5% increase to the Port's rates & fees as well as an estimated 4% tenant rate increase. Lease revenues are based on the 2026 Forecast and incorporate a vacancy rate as well as regular payment of leasehold excise taxes.

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 2027 budget reflects the second debt free year. Administrative overhead allocations are distributed based on FTE per operating unit and maintenance overhead allocations are distributed based on time spent in the various operating units.

Debt and overhead expenses provide 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 reporting changes were made effective July 1,2026. No additional changes are recommended for the 2027 budget.

CAPITAL PROJECTS

The updated capital program is included in the proposed 2027 Operating and Capital Budget. The capital budget includes project descriptions as well as the estimated capital project costs that are fully funded as well as the associated grant revenues. 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.

EQUIPMENT/VEHICLES

The 2027 budget includes resources (unreserved cash and potential grant receipts) to update the Port capital equipment and small capital projects. Included in this budget are miscellaneous administrative projects including preliminary budget to explore asset management solutions and *update the Port's website to be compliant with ADA standards*. The capital equipment and vehicle requests have been incorporated in Year 1 (2027) of the 5-year CIP.

1	$50,000	SUV/Truck for Environmental or Operations Manager
2	$50,000	SUV/Van for Administrative Vehicle
3	$50,000	Electronic Records Management Project
	Possible WA State Archive grant available to use for technology, organization or digital imaging of records.	
4	$10,000	Planned Computer Replacement, Port wide
5	$100,000	Misc. Port wide projects
	$260,000	Total Capital Equipment & Small Capital Projects

5-year Projected Cash Flow

The 5-Year Projected Cash Flow is included in the 2027 Operating and Capital Budget document.

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 operating and capital budget for 2027.

RECOMMENDATION

Close the Public Hearing and begin deliberating on the 2027 Operating and Capital Budget. Following deliberation, move to adopt Resolution No. 889-26 to establish the 2027 operating and capital budget.

ATTACHMENTS

1. Resolution No. 889-26 Establishing the 2027 Operating and Capital Budgets
2. Resolution No. 889-26 Exhibit A Consolidated Sources and Uses of Cash
3. 2027 Proposed Operating and Capital Budget

RESOLUTION NO. 889-26

A RESOLUTION OF THE COMMISSION OF THE PORT OF PORT TOWNSEND ESTABLISHING THE YEAR 2027 OPERATING AND CAPITAL BUDGETS AND AUTHORIZING CERTAIN DISBURSEMENTS TO MEET EXPENSES OF THE PORT OF PORT TOWNSEND FOR THE YEAR 2027

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 2027; and

WHEREAS, notice of a public hearing for this action was published on October 3, 2026, and again on October 10, 2026, and a public hearing was held on October 28, 2026, and November 10, 2026; and

WHEREAS, following the public hearing conducted on October 28, 2026, and continued to November 10, 2026, the Port Commission voted unanimously to approve the 2027 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 2027 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 2027 shall be as per the attached marked "Exhibit A," Port of Port Townsend 2027 Operating and Capital Budgets.

ADOPTED this 10th day of November 2026, 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, Secretary

Pamela A. Petranek, President

Peter W. Hanke, Vice President

APPROVED AS TO FORM:

Port Attorney

Port of Port Townsend
SOURCES AND USES OF CASH
2027 Budget with Comparison to Prior Years
Proposed Budget as of November 10, 2026

Exhibit A
Res. No. 889-26

	2023 Actual	2024 Actual	2025 Actual	2026 Forecast	2026 Budget	2027 Budget	2027 Bdgt-2026 Bdgt Variance	% incr.
OPERATING REVENUES								
Boat Haven Moorage	2,134,590	2,164,523	2,311,192	2,347,263	2,396,483	2,481,018	84,535	4%
Yard Operations	2,772,630	2,726,844	2,928,570	3,055,511	3,038,670	3,232,248	193,578	6%
Boat Haven Properties	1,011,207	1,134,013	1,254,444	1,423,919	1,427,385	1,427,774	389	0%
Point Hudson Marina, RV & Prop.	1,543,207	1,818,137	2,086,572	2,081,329	2,099,317	2,169,380	70,063	3%
Quilcene Herb Beck Marina	186,274	177,848	182,389	199,808	202,492	207,743	5,251	3%
Water Access	66,713	72,442	91,178	154,005	111,399	180,581	69,182	62%
Jefferson County Intl Airport	198,345	218,725	269,645	405,714	474,949	665,877	190,928	40%
Short Farm Property	-	6,284	42,333	53,110	48,300	53,720	5,420	11%
Misc. Operational Revenue	-	4,833	1,467	540	-	-	-	
Total Operating Revenues	**$ 7,912,967**	**$ 8,323,650**	**$ 9,167,791**	**$ 9,721,199**	**$ 9,798,995**	**$ 10,418,341**	**$ 619,346**	**6%**
OPERATING EXPENDITURES								
Salary & Benefits	4,075,452	4,637,765	4,737,835	5,050,026	5,315,120	5,452,619	137,499	3%
Contracted Services	616,902	529,238	584,870	663,579	698,504	708,507	10,003	1%
Facilities & Operations	675,986	666,281	785,281	978,129	1,029,609	1,137,219	107,610	10%
Utilities	664,656	645,335	797,696	856,013	832,948	917,875	84,927	10%
Legal, Audit, Election & Insurance Services	573,563	682,193	647,582	748,452	704,777	830,552	125,775	18%
Marketing & Promotion	128,522	113,009	115,623	122,927	129,397	190,365	60,968	47%
Travel, Training, Recognition & Dues	70,121	72,279	99,971	88,764	110,777	115,014	4,237	4%
Economic Development	40,045	41,200	42,436	68,051	71,633	74,857	3,224	5%
Community Relations	15,649	49,137	35,550	63,092	66,413	79,488	13,075	20%
Total Operating Expenditures	**$ 6,860,897**	**$ 7,436,437**	**$ 7,846,845**	**$ 8,639,033**	**$ 8,959,178**	**$ 9,506,496**	**547,318**	**6%**
NET OPERATING INCOME	**$ 1,052,070**	**$ 887,213**	**$ 1,320,946**	**$ 1,082,166**	**$ 839,817**	**$ 911,845**	**$ 72,028**	**9%**
OTHER INCREASES IN FUND RESOURCES								
Deposits & Retainage Collected	39,392	106,653	108,103	140,829	80,303	103,794	23,491	29%
Taxes Collected	740,878	788,814	878,068	900,530	849,000	950,000	101,000	12%
Capital Contributions/Grants	8,500,495	6,272,654	4,540,222	4,965,303	7,003,460	3,508,762	(3,494,698)	-50%
Interest	530,953	604,573	590,114	482,221	240,000	460,000	220,000	92%
Debt Proceeds	1,171,644	1,737,000	-	1,500,000	-	-	-	
Property & other taxes	4,132,293	3,982,073	3,914,320	3,879,217	3,883,361	2,647,347	(1,236,014)	-32%
Misc. Incr. in Fund Resources	285,885	63,290	14,018	36,411	75,000	37,400	(37,600)	-50%
Total Incr. in Other Fund Resources	**$ 15,401,539**	**$ 13,555,057**	**$ 10,044,845**	**$ 11,904,510**	**$ 12,131,124**	**$ 7,707,303**	**(4,423,821)**	**-36%**
OTHER DECREASES IN FUND RESOURCES								
Deposits & Retainage Paid	39,376	78,208	203,815	277,990	77,500	122,500	45,000	58%
Taxes Remitted	742,076	774,119	843,005	954,767	827,630	942,500	114,870	14%
Debt Principal & Interest	1,063,625	2,197,814	3,992,863	1,330,552	1,332,200	1,695,000	362,800	27%
State & Local Vessel Programs	87,189	40,711	269,837	100,480	-	49,240	49,240	
Capital Equipment & Vehicles	1,789,321	2,865,869	2,865,869	1,862,737	1,615,000	260,000	(1,355,000)	-84%
Capital Project Expenses	2,373,792	5,430,672	6,451,352	5,102,296	12,420,664	9,960,947	(2,459,717)	-20%
Bond Mgmt, Issuance, Investment	199,182	18,296	58,948	27,727	30,295	29,587	(708)	-2%
Election Expense (Local Initiatives)	-	-	-	-	-	200,000	200,000	
Total Other Decr. In Fund Resources	**$ 6,294,561**	**$ 11,405,689**	**$ 14,685,688**	**$ 9,656,551**	**$ 16,303,289**	**$ 13,259,774**	**$ 6,615,153**	100%
Net Other Incr./Decr. In Fund Resources	**$ 9,106,978**	**$ 2,149,368**	**$ (4,640,843)**	**$ 2,247,960**	**$ (4,172,165)**	**$ (5,552,471)**	**(1,380,306)**	**33%**
Increase/(Decrease) in Cash	**$ 10,159,048**	**$ 3,036,580**	**$ (3,319,897)**	**$ 3,330,126**	**$ (3,332,348)**	**$ (4,640,626)**	**(1,308,278)**	**39%**



2027 OPERATING & CAPITAL BUDGET

Proposed for Adoption by Port Commission on November 10, 2026

Resolution 889-26, Exhibit A

Contents

Introduction 4

2027 Budget Priorities 4

PORT INTRODUCTION 5

About Us 5

Our Purpose 5

Our Mission 5

Our Core Values 6

Port Commissioners 7

Port of Port Townsend Organizational Chart 8

2027 OPERATING & CAPITAL BUDGET OVERVIEW 9

Overview 9

Organizational Initiatives 9

Revenue from Operations 9

Expenses from Operations 9

Other Increases & Decreases in Fund Resources 10

Increase /(Decrease) in Cash 10

Estimated Ending Cash Balance and Reserves 10

Consolidated Sources & Uses of Cash 11

2027 Proposed Budget with Comparison to Prior Years, Resolution No. 889-26 11

5-Year Projected Cash Flow (2027 – 2031) 12

5 Year Projected Cash Flow Notes 13

Port Operational and Capital Reserves 14

2026 DEPARTMENTAL OPERATING BUDGETS 15

Boat Haven Marina 15

Boat Haven Yard 17

Boat Haven Properties 19

Herb Beck Marina, Quilcene 23

Water Access 25

Jefferson County International Airport (JCIA) 27

Short's Farm Property 29

Maintenance – General 30

PROPERTY TAXES 34

Regular Tax Levy 34

Tax Levy Graph 34

Tax Levy Uses 35

Special Tax Levies 35

Industrial Development District (IDD) Tax Levy 36

DEBT SERVICE RETIREMENT 36

2027 CAPITAL BUDGET 37

Overview 37

2027 CAPITAL PROJECT SCOPE 38

Boat Haven 38

Boat Haven West End Improvements 39

Point Hudson 40

Jefferson County International Airport 40

Quilcene 41

Short's Family Farm 41

Water Access 42

Other Capital 42

Unplanned / Emergency Repairs 42

43

CAPITAL PROJECT COSTS & FUNDING 44

2027 – 2031 Capital Project Costs 44

2027 – 2031 Capital Project Funding Sources 45

2027 Capital Project Funding by Location 46

5-Year Capital Improvement Program (2027 – 2031) 47

47



MESSAGE FROM THE EXECUTIVE DIRECTOR

Introduction

The Industrial Development District levy approved by Jefferson County voters in 2019 has been instrumental in revitalizing the Port. Because of this funding support, the port is now midway through more than $60M in capital improvement projects, all funded without debt. The IDD levy is coming to an end in 2027. It will have provided the port with $16.9M in revenue to support, start and match grant funding for a myriad of important projects. As the final project tally becomes clear, the 2019 IDD levy has been an undeniable success, although there are a few key projects that remain incomplete. Those projects include the Commercial basin, fuel dock, C, D and Linear dock 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 as context, our focus is now shifting to the potential for a voter approved IDD levy in 2027 to help fund the next wave of port capital projects. Our vision is that a third and final IDD levy, which would be invested in these and other projects that create and maintain good jobs, generate and sustain port revenue, and contribute to the health and vitality of the County's economy, the Port would be well-positioned to achieve inter-generational stability.

While the economy is difficult to read and maybe more difficult to interpret, the Port's lines of revenues remained strong in 2026. I'm glad to say that this and similar summary statements have been part of my budget message for years, from when I started at the Port at the beginning of the pandemic, and later followed by the uncertainties and economic impacts occasioned by a federal administration focused on tariffs and wars. It is anticipated to remain true for 2027 too: the heart of the action is at Boat Haven where the Marina and Boatyard represent the majority of the Port's earned revenue and support the majority of the community's marine-trades economy. As we look ahead, our operational and capital priorities reflect the core importance of these enterprises to the Port and to the community.

2027 Budget Priorities

Our key priorities are by now a familiar refrain 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 efforts to repair and maintain 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 2027 budget is again ambitious and on behalf of the staff team, we appreciate the help and support of our tenants and the community – you are the wind in our sails!



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.

Our Purpose

To promote a vibrant and healthy Jefferson County community.

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.

Working Together to Sustain a Healthy Economy, Build Community Partnerships,

and Safeguard the Natural Environment of Jefferson County



Our Core Values

These core values shape and guide us as government officials and staff, working together to serve the wider Jefferson County community:

- **Integrity**
  We never compromise our integrity. To be honest, fair, sincere, and reliable 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 in all ways, dependable, and to 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 to serve the whole community.
- **Leadership**
  Our vision motivates and inspires others, and we have 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 reach out and fulfill our individual and collective potentials.
- **Respect**
  We respect the public we serve and each other as government officials and staff. We listen to understand, seek to enrich the lives of those with whom we work, and celebrate each other's successes.



Port Commissioners

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, JC Economic Development Council, and 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 2 Commissioner: *Carol Hasse, President*

Term of Office: *January 1, 2026 – December 31, 2029*



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 and sail training, on non-profit boards and in her internationally renowned sailmaking business, Port Townsend Sails.

Elected in 2021 and again in 2026, 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.

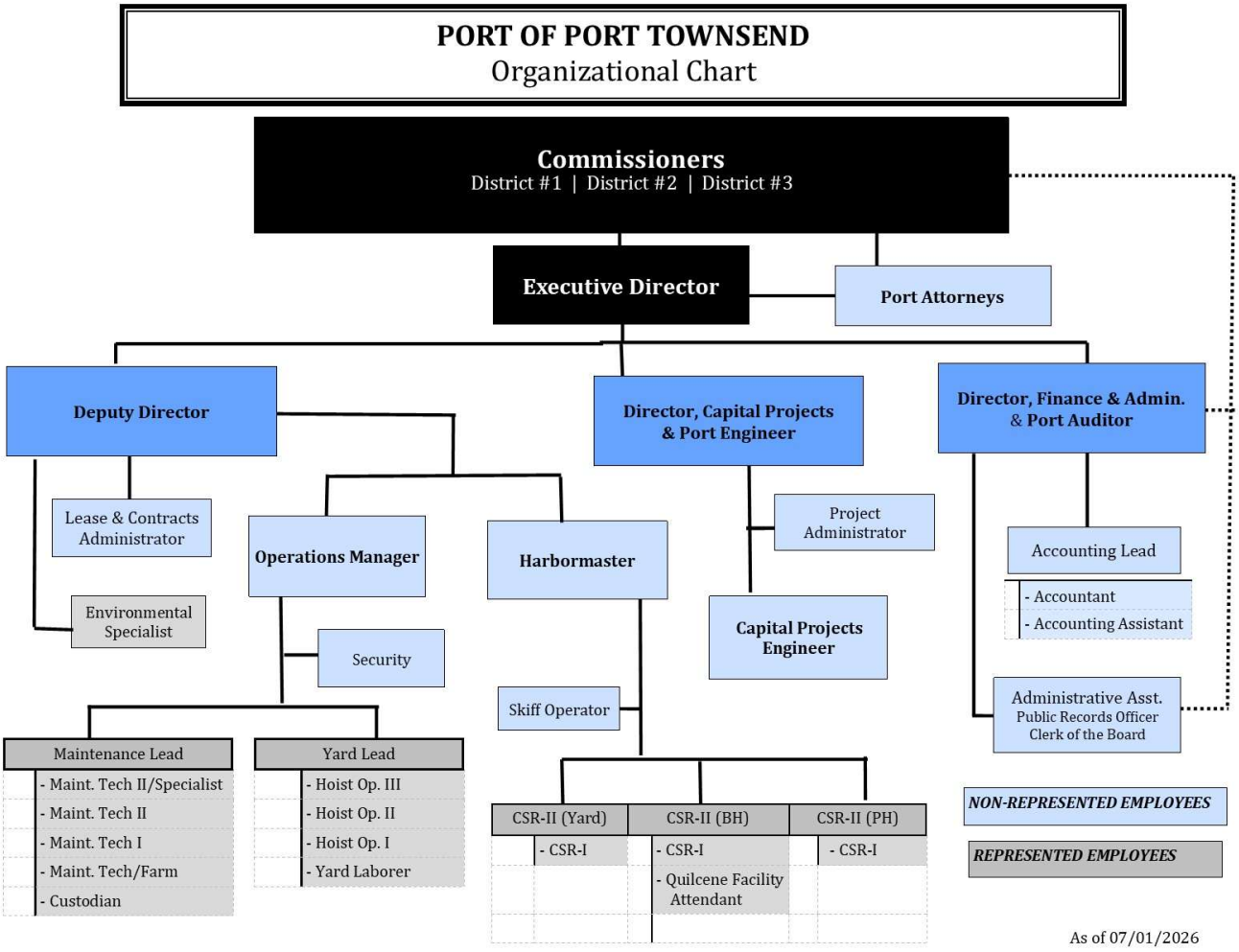
District 3 Commissioner: *Peter W. Hanke, Secretary*

Term of Office: *January 1, 2026 – December 31, 2029*



Commissioner Hanke was elected Port Commissioner in 2013 and re-elected in 2017 and again in 2021 and 2026. 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







2027 OPERATING & CAPITAL BUDGET OVERVIEW

Overview

The goal of the 2027 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:

- Maintain core lines of revenue for the Port by focusing on the basics (i.e., increasing business and holding the line on costs).
- Faithfully execute IDD Levy funded and other planned capital projects.
- Continue and expand efforts to repair and maintain all Port properties to both keep our infrastructure working and sustainable, and to improve their appearance.
- Maintain strong customer service throughout the Port.
- Consider 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 2027 budget reflects total revenue from operations of $10,418,341, a 6% increase over the 2026 Budget. Most Port rates will be increased by approximately 4.5% for 2027. Operational revenues were calculated with an approximate 4.5% increase to the Port's rates & fees as well as an estimated 4% tenant rate increase. Boat Haven West End Improvement projects may have some impact on the large vessel storage area, but the impact should be less than the construction of the BH Stormwater project constructed in 2025. In addition, new revenue streams from the new fueling center at the airport have been included 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 2027

Expenses from Operations

The budget for port-wide operating expenses is $9,506,496 in 2027, a 6% increase when compared to the 2026 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 6%. Staffing levels remain the same as in 2026. The organization chart was adjusted July 1, 2026 and no changes are anticipated for 2027 Seasonal and temporary staff will be utilized to fill roles at the farm, moorage, docks and manning the pump out boat during peak season. The need to fill these positions will be analyzed at the beginning of the peak season period. A 4.5% cost-of-living adjustment and specific position and grade adjustments have been included.

Net Operating Income

The 2027 budget projects the net operating income to be $911,845, a 9% increase from the 2026 Budget.

Other Increases & Decreases in Fund Resources

The 2027 budget includes $1,180,000 in the general property tax levy, an increase of 1% from 2026. This is a 1% increase on the prior year plus new construction, as calculated by the County Assessor. The IDD levy expires in 2027 and the final IDD levy amount of $1,290,652 will be added to 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 $3,508,762; details are available in the Capital Budget section.

Other Increases in Fund Resources also include Deposits & Retainage Collected ($103,794) and Taxes Collected ($950,000). Tax collected is received from port activity and includes leasehold, sales, and hotel/motel taxes.

Other Decreases in Fund Resources include Deposits & Retainage Paid ($122,500), Taxes Remitted ($942,500) which are the remittances of leasehold, sales, and hotel/motel taxes collected), Line of Credit Principal and Interest ($1,695,000), Capital Expenses ($10,220,947), Bond Management, Issuance & Investment ($29,587), and Election costs for local initiatives ($200,000).

Increase /(Decrease) in Cash

The budgeted number in the amount of ($4,640,626) as presented on the Consolidated Sources and Uses of Cash represents the estimated decrease in cash for 2027 Port activity overall. This number is also reflected in the 5 Year projected cash flow. The increased use of cash in 2027 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 2026 total $14,844,058, including $10,276,833in Reserved Cash and $4,567,225 in Unreserved Cash. The estimated composition of ending Reserved Cash balances for 2026 is as follows:

Estimated Ending Reserved Cash for 2026

IDD Levy Capital Reserve	$8,106,616
Port-Wide Capital Reserve	698,887
Econ. Dvlp. Initiatives & Emergency Reserve	1,000,000
Unemployment Reserve	10,000
	$10,276,833

Consolidated Sources & Uses of Cash

2027 Proposed Budget with Comparison to Prior Years, Resolution No. 889-26

	2023 Actual	2024 Actual	2025 Actual	2026 Forecast	2026 Budget	2027 Budget	2027 Bdgt-2026 Bdgt Variance	% incr.
OPERATING REVENUES								
Boat Haven Moorage	2,134,590	2,164,523	2,311,192	2,347,263	2,396,483	2,481,018	84,535	4%
Yard Operations	2,772,630	2,726,844	2,928,570	3,055,511	3,038,670	3,232,248	193,578	6%
Boat Haven Properties	1,011,207	1,134,013	1,254,444	1,423,919	1,427,385	1,427,774	389	0%
Point Hudson Marina, RV & Prop.	1,543,207	1,818,137	2,086,572	2,081,329	2,099,317	2,169,380	70,063	3%
Quilcene Herb Beck Marina	186,274	177,848	182,389	199,808	202,492	207,743	5,251	3%
Water Access	66,713	72,442	91,178	154,005	111,399	180,581	69,182	62%
Jefferson County Intl Airport	198,345	218,725	269,645	405,714	474,949	665,877	190,928	40%
Short Farm Property	-	6,284	42,333	53,110	48,300	53,720	5,420	11%
Misc. Operational Revenue	-	4,833	1,467	540	-	-	-	
Total Operating Revenues	$ 7,912,967	$ 8,323,650	$ 9,167,791	$ 9,721,199	$ 9,798,995	$ 10,418,341	$ 619,346	6%
OPERATING EXPENDITURES								
Salary & Benefits	4,075,452	4,637,765	4,737,835	5,050,026	5,315,120	5,452,619	137,499	3%
Contracted Services	616,902	529,238	584,870	663,579	698,504	708,507	10,003	1%
Facilities & Operations	675,986	666,281	785,281	978,129	1,029,609	1,137,219	107,610	10%
Utilities	664,656	645,335	797,696	856,013	832,948	917,875	84,927	10%
Legal, Audit, Election & Insurance Services	573,563	682,193	647,582	748,452	704,777	830,552	125,775	18%
Marketing & Promotion	128,522	113,009	115,623	122,927	129,397	190,365	60,968	47%
Travel, Training, Recognition & Dues	70,121	72,279	99,971	88,764	110,777	115,014	4,237	4%
Economic Development	40,045	41,200	42,436	68,051	71,633	74,857	3,224	5%
Community Relations	15,649	49,137	35,550	63,092	66,413	79,488	13,075	20%
Total Operating Expenditures	$ 6,860,897	$ 7,436,437	$ 7,846,845	$ 8,639,033	$ 8,959,178	$ 9,506,496	547,318	6%
NET OPERATING INCOME	$ 1,052,070	$ 887,213	$ 1,320,946	$ 1,082,166	$ 839,817	$ 911,845	$ 72,028	9%
Operating Margin	13%	11%	14%	11%	9%	9%		
OTHER INCREASES IN FUND RESOURCES								
Deposits & Retainage Collected	39,392	106,653	108,103	140,829	80,303	103,794	23,491	29%
Taxes Collected	740,878	788,814	878,068	900,530	849,000	950,000	101,000	12%
Capital Contributions/Grants	8,500,495	6,272,654	4,540,222	4,965,303	7,003,460	3,508,762	(3,494,698)	-50%
Interest	530,953	604,573	590,114	482,221	240,000	460,000	220,000	92%
Debt Proceeds	1,171,644	1,737,000	-	1,500,000	-	-	-	
Property & other taxes	4,132,293	3,982,073	3,914,320	3,879,217	3,883,361	2,647,347	(1,236,014)	-32%
Misc. Incr. in Fund Resources	285,885	63,290	14,018	36,411	75,000	37,400	(37,600)	-50%
Total Incr. in Other Fund Resources	$ 15,401,539	$ 13,555,057	$ 10,044,845	$ 11,904,510	$ 12,131,124	$ 7,707,303	(4,423,821)	-36%
OTHER DECREASES IN FUND RESOURCES								
Deposits & Retainage Paid	39,376	78,208	203,815	277,990	77,500	122,500	45,000	58%
Taxes Remitted	742,076	774,119	843,005	954,767	827,630	942,500	114,870	14%
Debt Principal & Interest	1,063,625	2,197,814	3,992,863	1,330,552	1,332,200	1,695,000	362,800	27%
State & Local Vessel Programs	87,189	40,711	269,837	100,480	-	49,240	49,240	
Capital Equipment & Vehicles	1,789,321	2,865,869	2,865,869	1,862,737	1,615,000	260,000	(1,355,000)	-84%
Capital Project Expenses	2,373,792	5,430,672	6,451,352	5,102,296	12,420,664	9,960,947	(2,459,717)	-20%
Bond Mgmt, Issuance, Investment	199,182	18,296	58,948	27,727	30,295	29,587	(708)	-2%
Election Expense (Local Initiatives)	-	-	-	-	-	200,000	200,000	
Total Other Decr. In Fund Resources	$ 6,294,561	$ 11,405,689	$ 14,685,688	$ 9,656,551	$ 16,303,289	$ 13,259,774	$ 6,615,153	100%
Net Other Incr./Decr. In Fund Resources	$ 9,106,978	$ 2,149,368	$ (4,640,843)	$ 2,247,960	$ (4,172,165)	$ (5,552,471)	(1,380,306)	33%
Increase/(Decrease) in Cash	$ 10,159,048	$ 3,036,580	$ (3,319,897)	$ 3,330,126	$ (3,332,348)	$ (4,640,626)	(1,308,278)	39%

5-Year Projected Cash Flow (2027 – 2031)

	2027 Projection	2028 Projection	2029 Projection	2030 Projection	2031 Projection
Capital Project Funding Summary (2026 Budget, 5-Year CIP)					
Total Capital Project Total	10,919,195	8,391,500	16,310,000	13,467,000	13,567,000
Anticipated Grant	223,248	1,203,400			
Secured Grant	3,378,762	233,969			
Port Wide Capital Reserve					
Boat Haven Capital Reserve					
Industrial Development District Levy	5,762,300	2,107,100	1,753,500	50,000	50,000
Unreserved Cash	819,885	865,000	745,000	425,000	425,000
Mitigation Credits	-	-	-	950,000	1,008,000
Secured Funding	10,184,195	4,409,469	2,498,500	1,425,000	1,483,000
Unsecured Funding	735,000	3,982,031	13,811,500	12,042,000	12,084,000
Projected Beginning Year Cash	14,844,058	10,203,432	9,929,769	8,459,754	8,724,365
OPERATIONS					
Total Operating Revenues (a)	10,418,341	11,022,605	11,661,916	12,338,307	13,053,929
Total Operating Expenditures (b)	9,506,496	10,324,055	11,211,923	12,176,149	13,223,298
Net Operating Income	911,845	698,550	449,992	162,158	(169,369)
OTHER INCREASES IN FUND RESOURCES					
Deposits & Retainage Collected	103,794	60,000	60,000	60,000	60,000
Taxes Collected	950,000	950,000	978,500	1,007,855	1,038,091
Capital Contributions/Grants	3,508,762	1,437,369	-	950,000	1,008,000
Interest	460,000	289,217	237,977	238,753	229,523
Debt Proceeds-20/21 LOC	-				
Gen'l Property & other taxes (c)	2,647,347	1,312,070	1,325,191	1,338,443	1,351,827
Misc. Incr. in Fund Resources (d)	37,400	25,000	25,000	25,000	25,000
Total Incr. in Other Fund Resources	7,707,303	5,442,656	2,626,668	3,620,050	3,712,441
OTHER DECREASES IN FUND RESOURCES					
Deposits & Retainage Paid	122,500	60,000	60,000	60,000	60,000
Taxes Remitted	942,500	942,500	970,775	999,898	1,029,895
LTGO Bond Principal & Interest (e)	1,695,000	-	-	-	-
State & Local Vessel Programs	49,240	750,000	765,000	780,300	795,906
Capital Equipment & Vehicles	260,000	250,000	250,000	250,000	250,000
Capital Project Expenses (f)	9,960,947	4,409,469	2,498,500	1,425,000	1,483,000
Bond Mgmt, Issuance, Investment	29,587	2,900	2,400	2,400	2,400
Election Expense (Local Initiatives)	200,000				
Total Other Decr. In Fund Resources (g)	13,259,774	6,414,869	4,546,675	3,517,598	3,621,201
Net Other Increases/Decreases in Fund Resources	(5,552,471)	(972,213)	(1,920,007)	102,452	91,240
Total INFLOW	$ 18,125,644	$ 16,465,261	$ 14,288,584	$ 15,958,357	$ 16,766,370
Total OUTFLOW	$ 22,766,270	$ 16,738,924	$ 15,758,598	$ 15,693,747	$ 16,844,499
Net INFLOW / OUTFLOW - Change in Cash Balance	$ (4,640,626)	$ (273,663)	$ (1,470,015)	$ 264,610	$ (78,129)
RESERVE BALANCES					
IDD Levy Reserve (h)	4,505,066	3,766,966	2,013,466	1,963,466	1,913,466
Port Wide Capital Reserve (i)	698,887	698,887	698,887	698,887	698,887
Econ. Dvlp. Initiatives & Emerg. Rsv. Fnd (j)	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Unemployment Reserve (k)	10,000	10,000	10,000	10,000	10,000
Property Tax Reserve (l)	2,147,347	2,959,417	3,784,608	4,623,051	5,474,878
Total Ending Cash Reserves	8,361,300	8,435,270	7,506,961	8,295,404	9,097,231
Total Unreserved Cash	1,842,132	1,494,499	952,793	428,961	(450,995)
Total Ending Year Cash & Investments	$ 10,203,432	$ 9,929,769	$ 8,459,754	$ 8,724,365	$ 8,646,236

5 Year Projected Cash Flow Notes

Inflow / Outflow Cash Notes:

a) Revenues - Operating were increased each year by 5.8% after 2027, based on averaging the Port's most recent update to its 10-year historical activity.
b) Expenses - Operating is increased annually by 8.6% after 2027, based on averaging the Port's most recent update to its 5-year historical activity, based on current economic conditions.
c) 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 expires in 2027. The final IDD levy amount of $1.29m is included in the 2027 projected cash flow.
d) 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.
e) Expenses - The Port obtained a $7 million Line of Credit (LOC) in 2021 as a cashflow bridge between capital expenditures and grant reimbursements. The LOC expires in March 2027, and the final payment is due at that time.
f) Expenses - Capital Projects are shown separately from the "Other" category to be easily identified and matched to the 5-Year Capital Improvement Program, as projected.
g) Expenses - Other Decreases in Fund Resources start with 2027 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.

Reserve Notes:

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 April 2026, the Commission passed Res. 873-26, combining the Port-Wide Capital Reserve and the Boat Haven Renovation Reserve.
j) In April 2026, the Commission passed Res. 871-26, establishing an Economic Development Initiatives & Emergency Reserve; target balance of $1,000,000. This reserve account replaces the Operating Reserve (Res. 692-19) and the Emergency Fund Reserve (Res. 730-20).
k) The Port commission approved an Unemployment Reserve of $10,000 by motion in 2014.
l) The Port commission passed resolution 863-25 establishing a Property Tax Reserve Fund from general property tax receipts. (Res. 863-25)

Port Operational and Capital Reserves

Res. No.	Reserve Policy	Reserve Purpose	Balance As of 8/31/2026
OPERATIONAL RESERVES			
871-26	Establishing an Econ. Dvlp. Initiatives & Emergency Reserve Fund	Establish Economic Development Initiatives & Emergency Reserve with a target balance of $1,000,000. This reserve account replaced the prior Operating Reserve (Res. No. 692-19) and Emergency Reserve (Res. No. 730-20) accounts.	1,000,000
	Unemployment Reserve	Mandatory reserve required by WA State Auditors; no resolution, it was approved by motion in 2014.	10,000
	TOTAL OPERATIONAL RESERVES		**$1,010,000**
CAPITAL RESERVES			
873-26	Port-wide Capital Reserve	Establish Port-wide Capital Reserve fund and cease funding the Boat Haven Capital Reserve Fund. Per Res. 873-26, combine remaining balance in Boat Haven Capital Reserve Fund with the Port-wide Capital Reserve.	831,887
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)	679,723
	TOTAL CAPITAL RESERVES		**$1,511,610**
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.	$9,546,013
	TOTAL CAPITAL IDD RESERVES		**$9,546,013**

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 5,000 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 be $2,481,018 which is a 4% increase when compared to the 2026 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 operating expenses, when compared to 2026 Budget, are estimated to decrease by $366,340. The overall expenses decreased due to a revised allocation plan that was implemented in 2026. 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.

Net Operating Income (w/o debt): The 2027 budget estimates a Net Operating Income of $929,062. This is an increase of $451,519, which reflects increased salaries and benefits, general & administrative costs, maintenance costs, contract services, general liability, property, and marina insurance, and repair & maintenance costs.



Boat Haven Moorage

	2023 Actual	2024 Actual	2025 Actual	2026 Forecast	2026 Budget	2027 Budget	2027 Bdgt-2026 Bdgt Variance	% incr.
PTBH - Permanent Moorage	1,322,162	1,394,116	1,488,980	1,559,777	1,556,884	1,575,000	18,116	1%
PTBH - Liveaboard Fee	28,770	26,625	30,011	37,477	29,784	31,128	1,344	5%
PTBH - Liveaboard Background Ck Fee	315	252	455	240	300	300	-	0%
PTBH - Work Float/Lift Pier Usage	13,855	12,815	20,210	12,887	13,352	13,952	600	4%
PTBH - Monthly Guest	273,049	288,151	278,301	333,351	281,669	294,341	12,672	4%
PTBH - Nightly Guest	348,311	282,903	322,536	387,142	336,000	351,120	15,120	4%
PTBH - Electric	112,214	106,753	98,772	113,586	130,831	136,718	5,887	4%
PTBH - Credit Card Fees	-	-	-	31,494	-	34,000	34,000	
PTBH - Miscellaneous Revenue	9,306	(189)	827	128	12,170	240	(11,930)	-98%
PTBH - Wait List Fees	-	20,110	28,510	5,680	-	6,000	6,000	
PTBH - Showers	9,220	8,643	13,136	14,061	10,000	12,000	2,000	20%
PTBH - Laundry	6,630	7,070	7,534	7,471	7,703	8,051	348	5%
PTBH - Passenger Fee	-	-	-	61	-	-	-	
PTBH - Kayak Racks	8,797	12,011	16,764	17,683	13,000	13,200	200	2%
PTBH - Key Fobs	310	242	80	68	120	-	(120)	-100%
PTBH - Promotional Sales	1,499	4,779	4,897	2,609	3,600	3,768	168	5%
PTBH - Port Labor	152	240	399	1,227	1,070	1,200	130	12%
Total Operating Revenues	**$ 2,134,590**	**$2,164,523**	**$ 2,311,412**	**$ 2,524,942**	**$ 2,396,483**	**$ 2,481,018**	84,535	4%
OPERATING EXPENSES								
Salaries and Benefits	382,238	402,008	414,633	405,647	477,912	484,963	7,051	1%
Contracted Services	93,464	95,529	103,426	93,179	106,783	109,322	2,539	2%
Facilities & Operations-Materials, Repair and Maintenance	65,808	73,638	109,991	78,105	98,635	100,283	1,648	2%
Utilities	200,136	192,052	218,421	230,934	238,100	255,949	17,849	7%
Legal & Insurance Services	132,236	140,287	153,965	169,347	146,609	175,558	28,949	20%
Marketing & Promotion	25,261	20,608	28,239	28,604	30,150	55,606	25,456	84%
Travel, Training and Dues	1,690	5,884	2,938	3,604	3,371	3,935	564	17%
2010 LTGO Bond Princ/Int (83%)	400,133	400,071	399,448	-	-	-	-	
Allocations	218,834	528,209	706,105	450,905	817,380	366,340	(451,040)	-55%
Total Operating Expenses	**$ 1,519,800**	**$1,858,286**	**$ 2,137,165**	**$ 1,460,323**	**$ 1,918,940**	**$ 1,551,956**	**$ (366,984)**	-19%
NET OPERATING INCOME	**$ 614,790**	**$ 306,236**	**$ 174,247**	**$ 1,064,619**	**$ 477,543**	**$ 929,062**	**$ 451,519**	95%
Net Operating Income w/o debt	**1,014,923**	**706,307**	**573,695**	**1,064,619**	**477,543**	**929,062**	**451,519**	**95%**

*** 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 five travel lifts, the largest of which can lift vessels up to 150 feet long and/or 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 $193,578 over the 2026 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 2026 Budget, are estimated to increase by $118,579. The 2027 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.

Net Operating Income (w/o debt): The 2027 budget estimates a Net Operating Income of $104,760. 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.



Boat Haven Yard

	2023 Actual	2024 Actual	2025 Actual	2026 Forecast	2026 Budget	2027 Budget	2027 Bdgt-2026 Bdgt Variance	% incr.
70/75T BOAT YARD - LIVEABOARD FEE	-	-	-	-	21,600	21,600	-	0%
70/75T BOAT YARD - LIVEABOARD BCKGRD C	-	-	-	-	600	600	-	0%
70/75T BOAT YARD - ENVIRONMENTAL FEE	77,770	86,730	92,937	91,124	87,807	91,761	3,954	5%
70/75T BOAT YARD - HOIST REVENUE	375,847	403,269	435,649	443,517	413,880	432,504	18,624	4%
70/75T BOAT YARD - STORAGE REVENUE	1,321,713	1,250,732	1,410,543	1,386,400	1,403,903	1,467,081	63,178	5%
70/75T BOAT YARD - L/T STORAGE	(393)	(1,230)	1,551	-	-	-	-	
70/75T BOAT YARD - ELECTRIC BASE FEE	49,885	57,310	61,587	60,051	65,190	70,000	4,810	7%
70/75T BOAT YARD - BLOCKING RENT	29,940	28,775	32,447	31,639	31,807	33,239	1,432	5%
70/75T BOAT YARD - OWNER WASHDOWN	47,828	49,836	55,352	62,085	62,019	64,809	2,790	4%
70/75T BOAT YARD - PORT WASHDOWN	16,482	18,721	19,544	18,606	21,418	22,382	964	5%
70/75T BOAT YARD - MISCELL REVENUE	421	1,471	2,254	250	1,800	1,884	84	5%
70/75T BOAT YARD - PORT LABOR	11,651	12,670	11,978	12,615	12,000	12,540	540	4%
70/75T BOAT YARD - TARP POOL FEE	4,925	6,201	6,446	4,843	6,000	6,276	276	5%
BOAT YARD - CREDIT CARD FEES	-	-	-	39,292	-	42,000	42,000	
300T BOAT YARD - ENVIRONMENTAL FEE	21,645	23,628	21,163	22,999	21,695	22,671	976	4%
300T BOAT YARD - HOIST REVENUE	244,690	269,169	225,004	275,525	278,923	291,473	12,550	4%
300T BOAT YARD - STORAGE REVENUE	457,892	415,212	452,417	505,336	474,988	496,365	21,377	5%
300T BOAT YARD - ELECTRIC BASE FEE	21,908	18,582	20,819	28,805	37,080	40,000	2,920	8%
300T BOAT YARD - ELECTRIC KWH CHARGES	12,928	16,565	11,571	15,289	6,000	15,000	9,000	150%
300T BOAT YARD - OWNER WASHDOWN	34,334	26,885	26,198	36,348	44,831	46,849	2,018	5%
300T BOAT YARD - PORT WASHDOWN	6,333	10,461	9,063	7,170	5,000	9,000	4,000	80%
300T BOAT YARD - BLOCKING RENT	19,710	18,438	17,367	18,345	26,398	27,800	1,402	5%
300T BOAT YARD - BILGE WATER REVENUE	5,229	3,829	4,013	4,642	6,163	6,440	277	4%
300T BOAT YARD - GARBAGE	1,013	-	-	-	-	-	-	
300T BOAT YARD - PORT LABOR	8,839	7,780	10,088	6,884	8,968	9,374	406	5%
300T BOAT YARD - TARP POOL FEE	2,043	1,811	580	469	600	600	-	0%
Total Operating Revenues	**$ 2,772,630**	**$ 2,726,844**	**$ 2,928,570**	**$ 3,072,454**	**$ 3,038,670**	**$ 3,232,248**	**193,578**	**6%**
OPERATING EXPENSES								
Salaries and Benefits	1,115,643	1,200,206	1,163,541	1,173,783	1,168,531	1,246,703	78,172	7%
Contracted Services	122,419	137,326	148,770	130,689	174,149	177,701	3,552	2%
Facilities & Operations-Materials, Repair and Maintenance	296,209	248,468	264,522	313,226	392,087	401,630	9,543	2%
Utilities	146,237	134,943	187,759	170,351	197,446	208,814	11,368	6%
Legal & Insurance Services	117,019	144,674	173,890	151,091	159,980	161,479	1,499	1%
Marketing & Promotion	17,040	15,317	24,500	26,770	15,946	23,031	7,085	44%
Travel, Training and Dues	2,377	3,459	6,637	1,330	3,245	3,600	355	11%
2010 LTGO Bond Princ/Int (17%)	81,955	81,950	81,942	-	-	-	-	
Allocations	333,077	663,484	883,970	761,501	897,525	904,530	7,005	1%
Total Operating Expenses	**$ 2,231,976**	**$ 2,629,829**	**$ 2,935,531**	**$ 2,728,741**	**$ 3,008,909**	**$ 3,127,488**	**$ 118,579**	**4%**
NET OPERATING INCOME	**$ 540,655**	**$ 97,016**	**$ (6,960)**	**$ 343,712**	**$ 29,761**	**$ 104,760**	**$ 74,999**	**252%**
Net Operating Income w/o debt	**622,610**	**178,966**	**74,982**	**343,712**	**29,761**	**104,760**	**74,999**	**252%**

* 2010 LTGO debt paid in full December 2025

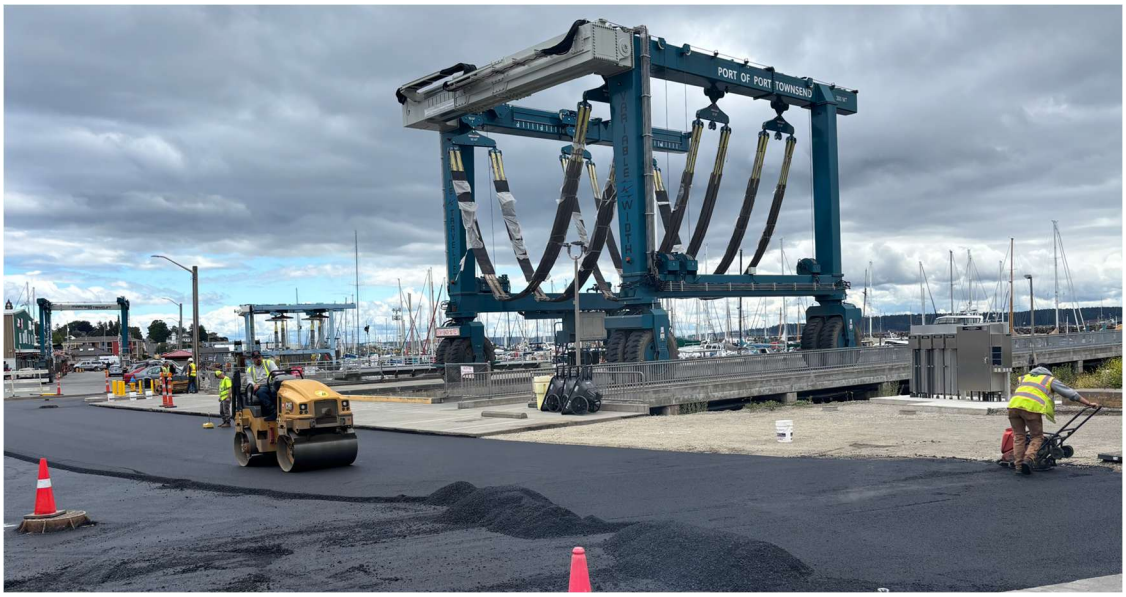
Boat Haven Properties

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: Boat Haven Properties revenues are estimated to be $1,427,774. Lease revenues are based on the 2026 Forecast and incorporate a vacancy rate as well as regular payment of leasehold excise taxes. Most properties are marine dependent or related uses for manufacturing, warehousing, and office requirements.

Expenses: Operating expenses are estimated at $901,578, which is a decrease of $79,494 compared to the 2026 budget. Increases are anticipated for salaries and benefits, contract services and utilities, however, the overall expenses decreased due to a revised allocation plan that was implemented in 2026.

Net Operating Income: The 2027 budget estimates a Net Operating Income of $526,196. 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.



Boat Haven Properties

	2023 Actual	2024 Actual	2025 Actual	2026 Forecast	2026 Budget	2027 Budget	2027 Bdgt-2026 Bdgt Variance	% incr.
OPERATING REVENUES								
PTBH Prop - Lease Revenue	934,210	1,035,236	1,134,932	1,236,265	1,330,000	1,290,000	(40,000)	-3%
PTBH Prop - Fuel Dock Lease	17,161	17,523	17,617	15,583	20,943	18,000	(2,943)	-14%
PTBH Prop - Electric	(2,482)	168	3,847	4,974	6,000	6,276	276	5%
PTBH Prop - Garbage	4,217	4,829	1,238	1,897	4,250	4,442	192	5%
PTBH Prop - Water	35,262	32,799	38,010	51,787	40,764	42,600	1,836	5%
PTBH Prop - Stormwater Fees	8,856	8,440	8,269	9,037	10,717	12,000	1,283	12%
PTBH Prop - Port Labor	-	21,250	35,679	37,000	-	38,000	38,000	
PTBH Prop - Storage Unit Revenue	12,696	13,067	14,648	14,513	13,319	15,000	1,681	13%
PTBH Prop - Miscellaneous	1,234	701	203	577	1,392	1,456	64	5%
Total Operating Revenues	**$ 1,011,152**	**$ 1,134,013**	**$ 1,254,444**	**$ 1,371,633**	**$ 1,427,385**	**$ 1,427,774**	**389**	**0%**
OPERATING EXPENSES								
Salaries & Benefits	226,217	256,463	302,495	290,836	309,743	326,324	16,581	5%
Contracted Services	50,265	8,211	8,955	8,639	17,156	17,360	204	1%
Facilities & Operations-Materials, Repair and Maintenance	38,339	38,808	33,668	29,407	44,071	34,123	(9,948)	-23%
Utilities	49,987	42,637	51,023	65,687	61,795	78,351	16,556	27%
Legal & Insurance Services	53,315	44,302	53,194	57,585	43,872	60,000	16,128	37%
Marketing & Promotion	-	-	629	55	166	174	8	5%
Travel/Training	174	132	499	1,692	238	240	2	1%
Allocations	110,301	275,597	386,833	420,677	504,031	385,006	(119,025)	-24%
Total Operating Expenses	**$ 528,598**	**$ 666,150**	**$ 837,297**	**$ 874,578**	**$ 981,072**	**$ 901,578**	**(79,494)**	**-8%**
NET OPERATING INCOME	**$ 482,554**	**$ 467,863**	**$ 417,147**	**$ 497,055**	**$ 446,313**	**$ 526,196**	**$ (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 32 slips, and 1200 feet of linear docks dedicated to transient guest moorage. The 24 upland acres owned by the Port houses a recreational RV park with 47 spots as well as several marine trades. 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 $70,063 over the 2026 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. Lease revenues are based on the 2026 Forecast and incorporate a vacancy rate as well as regular payment of leasehold excise taxes.

Expenses: Total operating expenses, when compared to the 2026 Budget, is estimated to increase by $12,495. The 2015 Limited Tax General Obligation (LTGO) Bond used for the Point Hudson Marina Reconstruction paid in full July 2025.

Net Operating Income (w/o debt): The 2027 budget estimates a Net Operating Income of $272,911. 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.



Point Hudson

	2023 Actual	2024 Actual	2025 Actual	2026 Forecast	2026 Budget	2027 Budget	2027 Bdgt-2026 Bdgt Variance	% incr.
OPERATING REVENUES								
Pt Hudson - Building Lease Revenue	448,552	491,831	522,219	550,557	582,000	585,000	3,000	1%
Pt Hudson - Parking	17,672	43,608	41,369	46,302	59,214	61,891	2,677	5%
Pt Hudson - Event Facility Rev	33,681	38,030	48,335	2,100	49,675	53,401	3,726	8%
Pt Hudson - Janitorial	15,248	15,339	15,346	15,803	16,621	17,369	748	5%
Pt Hudson - Water, Sewer, SW	29,659	28,493	40,704	43,003	37,987	43,825	5,838	15%
Pt Hudson - Miscellaneous Rev	-	5,809	4,556	113	-	-	-	
Pt Hudson - Permanent Moorage	108,315	146,542	216,034	208,275	188,000	177,500	(10,500)	-6%
Pt Hudson - Liveaboard Fee	420	2,970	8,583	7,748	8,730	9,123	393	5%
Pt Hudson - Liveaboard Backgrnd Ck	1,692	1,386	1,419	929	2,157	1,200	(957)	-44%
Pt Hudson - Monthly Guest	12,766	66,975	125,778	105,586	112,972	118,056	5,084	5%
Pt Hudson - Nightly Guest	208,784	269,448	312,302	336,128	271,954	284,193	12,239	5%
Pt Hudson - Electric	7,160	6,368	6,030	13,109	29,302	30,621	1,319	5%
Pt Hudson - Electric KWH Charges	2,802	5,003	14,449	16,790	15,000	15,672	672	4%
Pt Hudson - Monthly R.V.	72,484	63,499	68,524	51,448	77,221	72,000	(5,221)	-7%
Pt Hudson - Nightly R.V.	475,210	470,871	510,745	418,581	477,556	481,000	3,444	1%
Pt Hudson - RV Cancellation Fee	-	8,306	7,806	7,225	7,500	7,836	336	4%
Pt Hudson - Kayak Racks	14,963	20,767	21,886	19,563	21,591	22,564	973	5%
Pt Hudson - Credit Card Fees	-	-	-	39,496	-	40,000	40,000	
Pt Hudson - Reservation Fee	51,309	73,649	71,489	78,237	75,000	78,372	3,372	4%
Pt Hudson - Showers	6,091	5,519	5,479	6,901	6,211	6,489	278	4%
Pt Hudson - Laundry	7,488	9,626	9,114	8,702	9,000	9,408	408	5%
Pt Hudson - Keys & Fobs	276	22	22	33	208	120	(88)	-42%
Pt Hudson - Passenger Fee	27,186	33,977	30,206	35,324	46,217	48,298	2,081	5%
Pt Hudson - Promotional Sales	1,239	3,672	3,071	2,057	3,600	3,768	168	5%
Pt Hudson - Miscellaneous Rev	210	12,236	5,661	1,059	1,601	1,674	73	5%
Total Operating Revenues	**$ 1,543,207**	**$1,823,946**	**$ 2,091,128**	**$ 2,015,067**	**$ 2,099,317**	**$ 2,169,380**	**70,063**	**3%**
OPERATING EXPENSES								
Salaries & Benefits	443,610	507,455	480,690	515,556	604,643	605,226	583	0%
Contracted Services	95,574	82,719	87,577	86,837	95,448	96,944	1,496	2%
Facilities & Operations-Materials, Repair and	57,031	84,128	83,030	58,757	95,348	87,443	(7,905)	-8%
Utilities	209,680	214,606	241,024	237,117	256,207	257,425	1,218	0%
Legal & Insurance Services	111,620	120,224	108,858	115,856	125,430	130,000	4,570	4%
Marketing & Promotion	22,975	20,229	30,636	23,864	26,142	51,876	25,734	98%
Travel, Training and Dues	88	179	1,757	2,706	1,962	2,400	438	22%
2015 LTGO Principal & Int pmts	546,500	549,000	551,050	-	-	-	-	
Allocations	167,138	448,668	648,288	623,297	678,794	665,155	(13,639)	-2%
Total Operating Expenses	**$ 1,654,215**	**$2,027,208**	**$ 2,232,912**	**$ 1,663,990**	**$ 1,883,974**	**$ 1,896,469**	12,495	1%
NET OPERATING INCOME	**$ (111,008)**	**$ (203,262)**	**$ (141,784)**	**$ 351,077**	**$ 215,343**	**$ 272,911**	**57,568**	**27%**
Net Operating Income w/o debt	**435,492**	**345,738**	**409,266**	**351,077**	**215,343**	**272,911**	**57,568**	**27%**

* 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 estimated at $207,743. The estimated revenues reflect the annual rate adjustment as well as the budget for the recreational ramp fees.

Expenses: Total operating expenses are estimated at $271,002. 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 2027 budget estimates a negative Net Operating Income of $63,259. The Net Operating Income will be subsidized by the Property Tax reserve account, to cover the expenses that exceed actual revenues.





Quilcene

	2023 Actual	2024 Actual	2025 Actual	2026 Forecast	2026 Budget	2027 Budget	2027 Bdgt-2026 Bdgt Variance	% incr.
OPERATING REVENUES								
Quilcene - Lease Revenue	76,306	81,981	86,711	90,583	89,000	92,000	3,000	3%
Quilcene - Permanent Moorage	74,118	62,047	64,490	71,727	75,252	75,000	(252)	0%
Quilcene - Liveaboard Fee	271	-	-	-	-	-	-	
Quilcene - Nightly Moorage	6,380	6,564	3,589	4,204	4,296	4,490	194	5%
Quilcene - Showers	2,152	2,491	1,956	1,971	2,889	3,019	130	4%
Quilcene - Credit Card Fees	-	-	-	1,070	-	900	900	
Quilcene - Miscellaneous Revenue	158	125	55	296	206	216	10	5%
Quilcene - Water	8,732	10,074	11,395	12,561	15,508	16,210	702	5%
Quilcene - Electric	1,785	2,048	1,708	2,144	2,721	2,843	122	4%
Quilcene - Recreational Ramp Fees	10,026	10,294	9,401	11,021	10,000	10,452	452	5%
Quilcene - Commercial Use Fees	5,400	1,300	2,860	5,001	2,500	2,613	113	5%
Quilcene - Empty Trailer Parking	945	924	128	-	120	-	(120)	-100%
Quilcene - Kayak Racks	-	-	96	-	-	-	-	
Total Operating Revenues	**$ 186,274**	**$ 177,848**	**$ 182,389**	**$ 200,577**	**$ 202,492**	**$ 207,743**	**5,251**	**3%**
OPERATING EXPENSES								
Salaries & Benefits	95,464	102,757	100,501	120,834	125,922	124,688	(1,234)	-1%
Contracted Services	19,624	11,403	15,685	13,660	15,804	16,128	324	2%
Facilities & Operations-Materials, Repair and Maintenance	15,439	11,197	15,256	11,444	17,418	15,004	(2,414)	-14%
Utilities	15,704	16,737	19,521	17,367	19,754	20,211	457	2%
Legal & Insurance Services	11,169	11,794	12,088	13,483	12,299	13,529	1,230	10%
Marketing & Promotion	11,213	13,420	2,166	1,237	9,594	3,712	(5,882)	-61%
Travel & Training	320	59	38	196	324	240	(84)	-26%
Allocations	21,983	43,332	56,083	70,869	65,474	77,490	12,016	18%
Total Operating Expenses	**$ 190,917**	**$ 210,698**	**$ 221,338**	**$ 249,091**	**$ 266,589**	**$ 271,002**	**4,413**	**2%**
NET OPERATING INCOME	**$ (4,643)**	**$ (32,850)**	**$ (38,949)**	**$ (48,514)**	**$ (64,097)**	**$ (63,259)**	**838**	**-1%**



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 was fully renovated in 2025. The launch facilities at Mats Mats include a150-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. In addition, Union Wharf and City Dock provide access and tie up for vessels.

Revenue: Revenue estimates for the 2027 budget are$180,581 Increased revenues are related to the annual rate adjustment including increased docking fees for cruise ships.

Expenses: Total operating expenses are estimated at $77,748. Changes in 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 2027 budget estimates a Net Operating Income of $102,833, a net increase of $81,144.



Water Access

	2023 Actual	2024 Actual	2025 Actual	2026 Forecast	2026 Budget	2027 Budget	2027 Bdgt-2026 Bdgt Variance	% incr.
OPERATING REVENUES								
PTBH - Commercial Use Fees	3,990	9,660	4,360	12,764	8,217	12,000	3,783	46%
City Pier & Union Wharf Usage	22,355	24,313	46,495	78,105	40,500	100,000	59,500	147%
City Pier & Union Nightly Moorage	-	-	-	585	-	500	500	
RAMPS - CREDIT CARD FEES	-	-	-	57	-	240	240	
RAMP FEES	40,191	38,159	39,599	56,432	61,582	63,831	2,249	4%
Dinghy Float Revenue	1,636	870	780	1,013	1,600	1,200	(400)	-25%
RAMPS - GARDINER	-	-	-	1,335	-	1,250	1,250	
RAMPS - MATS MATS	-	-	14	316	-	360	360	
RAMPS - PT HADLOCK	-	-	-	1,144	-	1,200	1,200	
Total Operating Revenues	**$ 68,172**	**$ 73,002**	**$ 91,247**	**$ 151,751**	**$ 111,899**	**$ 180,581**	**68,682**	**61%**
OPERATING EXPENSES								
Salaries & Benefits	22,848	26,413	26,442	25,718	28,307	27,312	(995)	-4%
Contracted Services	6,581	6,160	5,577	8,149	9,414	9,501	87	1%
Facilities & Operations-Materials, Repair and Maintenance	1,460	1,351	2,256	8,689	1,705	3,451	1,746	102%
Utilities	3,753	3,353	4,222	4,021	4,518	4,969	451	10%
Insurance	11,009	8,673	12,531	16,438	8,962	13,000	4,038	45%
Marketing & Promotion	1,202	1,050	105	428	1,284	1,200	(84)	-7%
Allocations	3,930	11,710	13,781	23,562	36,020	18,315	(17,705)	-49%
Total Operating Expenses	**$ 50,783**	**$ 58,710**	**$ 64,916**	**$ 87,006**	**$ 90,210**	**$ 77,748**	**(12,462)**	**-14%**
NET OPERATING INCOME	**$ 17,388**	**$ 14,291**	**$ 26,332**	**$ 64,746**	**$ 21,689**	**$ 102,833**	**81,144**	**374%**



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, construction of a 3,000 foot long, 75-foot-wide runway and supporting taxiway was funded by the FAA. 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. The Port constructed a new aviation fueling system in 2026.

Airport tenants offer a wide range of aviation support services, including aircraft rentals, flight instruction, 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 estimated at $665,877. Increased revenues are primarily related to the new fueling service center which opened in July 2026. Increases related to the annual rate adjustments are also included in the estimates.

Expenses: Total operating expenses are estimated at $682,886. Increased expenses are primarily due to the new fueling service center but also include increases in salaries and benefits, general & administrative costs, maintenance costs, contract services, general liability, property, and marina insurance, and repair & maintenance costs.

Net Operating Income: The 2027 budget estimates a negative Net Operating Income of $17,009. The Net Operating Income will be subsidized by the newly established Property Tax reserve account, to cover the expenses that exceed actual revenues.



Jefferson County International Airport (JCIA)

	2023 Actual	2024 Actual	2025 Actual	2026 Forecast	2026 Budget	2027 Budget	2027 Bdgt-2026 Bdgt Variance	% incr.
OPERATING REVENUES								
JCIA - Lease Revenue	149,114	167,113	220,663	241,184	260,000	268,000	8,000	3%
JCIA - Hangar Revenue	40,502	44,138	43,103	41,786	50,000	50,000	-	0%
JCIA - Vehicle Parking Revenue	1,420	80	285	85	1,439	600	(839)	-58%
JCIA - Aircraft Parking	4,539	3,894	2,912	2,779	4,200	4,200	-	0%
JCIA - Aircraft Tie Downs	-	-	10	261	-	600	600	
JCIA - Miscellaneous Revenue	755	1,062	610	427	932	977	45	5%
JCIA - Credit Card Fees	-	-	-	1,909	-	5,400	5,400	
JCIA - Wait List Fee	-	-	250	100	-	100	100	
JCIA -Port Labor	-	-	425	-	-	-	-	
JCIA - Fuel Lease Revenue	2,016	2,438	1,812	709	2,128	-	(2,128)	-100%
JCIA - Fuel Sales Revenue	-	-	-	118,821	156,250	336,000	179,750	115%
							-	
Total Operating Revenues	**$ 198,345**	**$218,725**	**$ 270,070**	**$ 408,062**	**$ 474,949**	**$ 665,877**	**190,928**	**40%**
OPERATING EXPENSES								
Salaries & Benefits	77,773	80,256	74,089	108,732	103,956	106,237	2,281	2%
Contract Services	21,176	15,679	16,689	22,374	19,500	19,972	472	2%
JCIA Fueling Operations	276	-	-	127,226	133,471	263,398	129,927	97%
Facilities & Operations-Materials, Repair and Maintenance	11,106	22,738	22,278	22,956	23,793	25,313	1,520	6%
Utilities	14,431	15,511	19,126	19,850	18,634	20,206	1,572	8%
Insurance	50,376	63,098	45,255	67,280	76,085	69,000	(7,085)	-9%
Marketing & Promotion	-	1,271	-	1,664	1,557	2,000	443	28%
Allocations	21,447	53,219	83,211	133,193	153,570	176,760	23,190	15%
Total Operating Expenses	**$ 196,585**	**$251,771**	**$ 260,647**	**$ 503,274**	**$ 530,566**	**$ 682,886**	**152,320**	**29%**
NET OPERATING INCOME	**$ 1,761**	**$ (33,046)**	**$ 9,423**	**$ (95,212)**	**$ (55,617)**	**$ (17,009)**	**38,608**	**-69%**



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 2027 Budget are estimated at $53,720. The operating revenues include lease revenues for the farm structures, agricultural land and WDFW use license fees.

Expenses: Total operating expenses are estimated at $239,471. Farm expenses are primarily due to salary and benefits plus budget for maintenance staff to address deferred maintenance of the property. In addition to the operational budget, capital project work is planned around the farm.

Net Operating Income: The 2027 budget estimates a negative Net Operating Income of $185,751. The Net Operating Income will be subsidized by the newly established Property Tax reserve account, to cover the expenses that exceed actual revenues.





Short Farm Property

	2023 Actual	2024 Actual	2025 Actual	2026 Forecast	2026 Budget	2027 Budget	2027 Bdgt-2026 Bdgt Variance	% incr.
OPERATING REVENUES								
SHORT FARM - AG Leases	-	2,113	16,430	14,410	15,000	15,000	-	0%
SHORT FARM - Bldg Lease / Rental	-	454	2,251	4,018	6,000	6,000	-	0%
SHORT FARM - Land Lease / Rental	-	3,717	12,685	13,865	18,000	18,000	-	0%
SHORT FARM - Leases	-	-	1,424	3,552	-	5,000	5,000	
SHORT FARM - WDFW License Fee	-	-	9,000	9,000	9,000	9,000	-	0%
SHORT FARM - Electric	-	-	543	703	300	720	420	140%
Total Operating Revenues	**$ -**	**$ 6,284**	**$ 42,333**	**$ 45,548**	**$ 48,300**	**$ 53,720**	**5,420**	**11%**
OPERATING EXPENSES								
Salaries & Benefits	-	69,856	132,681	132,794	184,907	141,276	(43,631)	-24%
Contracted Services	-	471	12,206	5,228	15,000	15,000	-	0%
Facilities & Operations-Materials, Repair and Maintenance	-	2,198	2,447	8,118	-	9,000	9,000	
UTILITIES - ELECTRIC: SHORT	-	988	5,170	3,894	3,112	3,424	312	10%
INSURANCE	-	1,450	20,924	21,830	22,000	22,000	-	0%
Allocations	-	-	13,056	51,736	15,618	48,771	33,153	212%
Total Operating Expenses	**$ -**	**$ 74,963**	**$ 186,483**	**$ 223,599**	**$ 240,637**	**$ 239,471**	**(1,166)**	**0%**
							-	
NET OPERATING INCOME	**$ -**	**$ (68,678)**	**$ (144,151)**	**$ (178,051)**	**$ (192,337)**	**$ (185,751)**	**6,586**	**-3%**



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 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 related to a specific department or capital projects are included here under Maintenance – General. Maintenance costs are distributed to the operational units based on how the maintenance team time is spent.



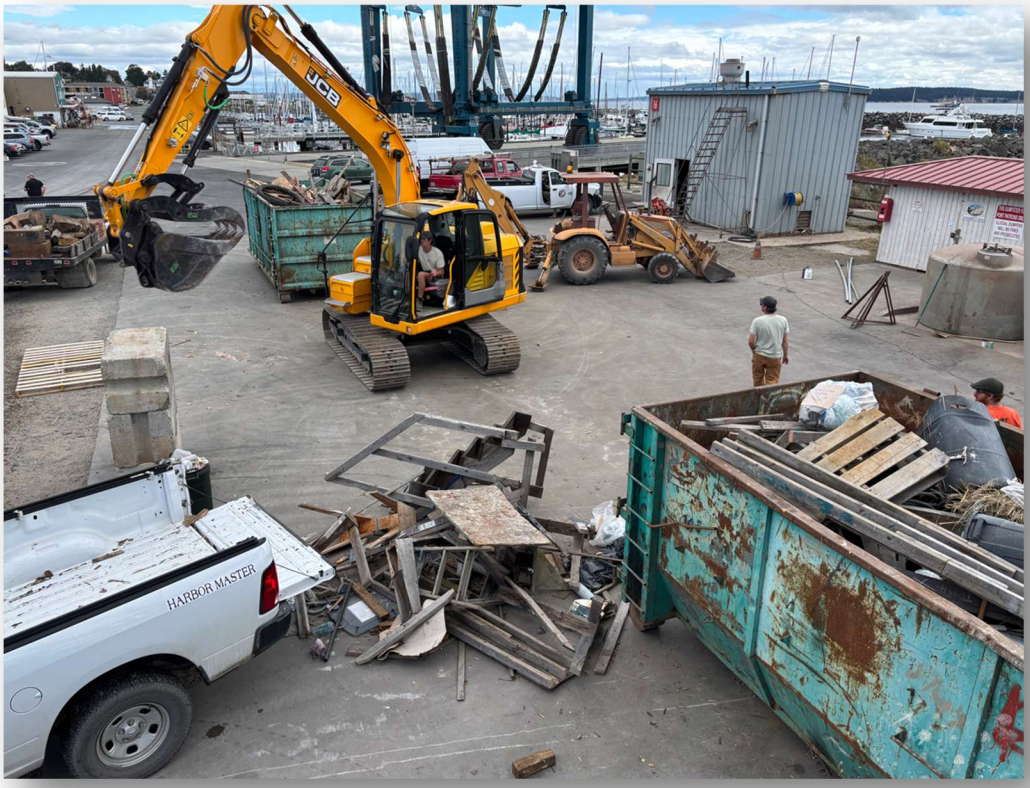






Maintenance - General

	2023 Actual	2024 Actual	2025 Actual	2026 Forecast	2026 Budget	2027 Budget	2027 Bdgt-2026 Bdgt Variance	% incr.
OPERATING EXPENSES								
Salaries & Benefits	350,851	470,593	497,008	498,642	491,144	550,000	58,856	12%
Contract Services	1,757	1,995	7,177	5,155	9,000	9,000	-	0%
Facilities & Operations-Materials, Repair and Maintenance	132,181	126,252	195,412	151,203	168,917	174,973	6,056	4%
Utilities	9,293	7,190	8,134	9,535	13,327	14,064	737	6%
Insurance	13,317	18,952	8,572	18,344	18,421	20,263	1,842	10%
Advertising (legal)	2,028	285	416	758	321	335	14	4%
Travel, Training and Dues	2,076	1,222	2,963	423	2,956	3,200	244	8%
Maintenance Allocation	-	-	(730,016)	(684,060)	(704,086)	(771,835)	(67,749)	10%
Total Operating Expenses	**511,504**	**626,489**	**(10,334)**	**0**	**-**	**-**	**-**	



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 FTE (full-time equivalent staff). Time and materials spent on capital are directly charged to individual projects and the costs are reflected in the capital budget.

	2023 Actual	2024 Actual	2025 Actual	2026 Forecast	2026 Budget	2027 Budget	2027 Bdgt-2026 Bdgt Variance	% incr.
OPERATING EXPENSES								
Salaries & Benefits	1,363,242	1,511,912	1,538,478	1,678,941	1,822,555	1,842,509	19,954	1%
Contracted Services	206,105	169,293	177,809	130,800	229,699	229,699	-	0%
Facilities & Operations-Materials, Repair and Maintenance	48,207	50,083	44,742	44,633	63,686	57,370	(6,316)	-10%
Utilities	15,434	13,535	12,208	15,916	19,335	22,470	3,135	16%
Legal, Audit, Election & Insurance Services	82,571	130,348	99,545	132,298	145,964	150,788	4,824	3%
Marketing & Advertising	48,803	40,830	29,808	47,341	43,487	51,647	8,160	19%
Travel & Training	63,013	61,169	84,843	84,139	98,187	100,774	2,587	3%
Community Relations	15,649	49,137	35,550	47,230	66,413	79,488	13,075	20%
Economic Development	40,045	41,200	42,436	56,659	71,633	74,857	3,224	5%
General & Administrative	(876,710)	(2,024,219)	(2,061,312)	(1,792,497)	(2,439,326)	(1,900,607)	538,719	-22%
Total Operating Expenses	**$ 1,006,360**	**$ 43,288**	**$ 4,107**	**$ 445,460**	**$ 121,633**	**$ 708,995**	**$ 56,137**	**86%**



PROPERTY TAXES

Regular Tax Levy

The preliminary total assessed value (AV) for the Port District for 2026, as of this budget version, is $10,301,532,851 per the County Assessor. The total recommended general tax levy to budget for 2027 is projected to be approximately $0.11373 per $1,000 of AV, which calculates to $1,171,616.08. Additions will be made for new construction, utilities, and refunds.

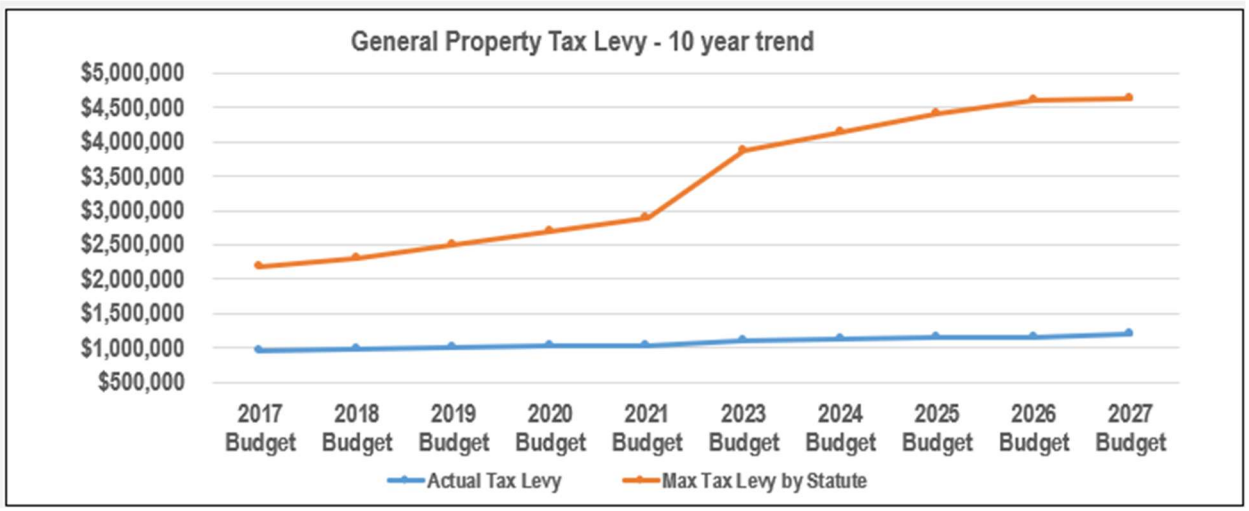
The Jefferson County Treasurer acts as an agent to collect property taxes levied in the County for all taxing authorities. Taxes are levied annually on January 1 using the property value listed as of the prior year. Assessed values are established by the County Assessor following fair market value. A 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 2027 budget proposes the following revenue estimates and reserve account uses as follows:

PROPERTY TAX RESERVE ACCOUNT	
Revenue Estimates	**2027 BUDGET**
Operating Tax Levy	$1,254,525
Total Property Taxes	**$1,254,525**
Reserve Account Uses	
Property Tax Subsidies Paid	$266,019
Economic Development	74,857
Strategic & Capital Opportunities Paid	--
Total Reserve Account Uses	$340,876
Net Property Tax Reserve Balance	**$913,649**

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
8	2027	$ 1,290,652
	Total to Date	**$16,905,740**
	Max Remaining Levy Amount	**$0.00**

The Port Commission has decided to levy the remaining available balance of $1,290,652.52. The same AV is used for purposes of calculating the IDD levy; the levy rate is estimated to be $0.12529 per $1,000 of AV.

DEBT SERVICE RETIREMENT

The Port retired all long-term obligation debt in 2025 and has no current plans to acquire new debt.



2027 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 27 planned projects in various stages of development in the 2027 budget, amounting to $10,919,195 in capital expenditures and approximately $958,248 in unsecured funding. We have $3,378,762 in funding from Federal, State, and Local grants. If a project can be funded through rents or on a reimbursement basis and will either break even or better with the current fiscal year, it may be considered. The following is a summary of the 2027 budgeted projects.



2027 CAPITAL PROJECT SCOPE

Boat Haven

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 most of the 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, 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 2027.

Microgrid Feasibility (planning only)

In 2026, the Port received Technical Assistance (TA) services from Cascadia Renewables and MZ Solar Consulting (through WA Department of Commerce) to provide a preliminary design and cost estimate for a microgrid system at Boat Haven consisting of solar energy generation and battery energy storage systems to provide emergency power for intermittent power outages. The TA services have resulted in a feasibility report, upon which a ranking and selection process administered by Commerce will be forwarded to the State legislature for potential design and construction funding, a process that will take place in 2027. The TA services are funded through the Climate Commitment Act. The preliminary design shows backup power supplied to A/B docks and the Fuel Dock using solar panels mounted on the Administration Building and Moorage Office Buildings and a Battery Energy Storage system located near the boat ramp, all intertied with underground power in conduits with the requisite switchgear, meters and panels. The rough order of magnitude cost for the project is $2.1M should funding be secured for construction.

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 2027 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 “Water walk” along the entire project’s coastal frontage.

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. Design is scheduled for 2027, with construction planned for 2028.

Puget Sound 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

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.

Boat Haven West End Improvements

Stormwater Improvement (Sims Way)

This project aims to separate the stormwater drainage from Sims Way and the Castle Hill neighborhood of Port Townsend from the Boat Haven Boatyard property. The project entails the interception and treatment of stormwater on the south side of the Sims Way right of way and transport to an outfall at the wetland north of the current Larry Scott Trail embankment near the Port maintenance facility access road.

Port Townsend Bay Estuary

An engineered breach of the current Larry Scott Trail embankment at the wetland, known as "Wetland A" will restore the wetland to its natural pre-development condition, serving as a natural wave attenuation feature for boatyard protection while restoring natural habitat function to the wetland. A portion of this project is the construction of an elevated flood protection berm along the south edge of the Port Maintenance Facility access road. The opening in the trail will include an option for a future bridge to allow pedestrian circulation around the wetland.

Boat Haven Trail Improvements

This project, in concert with the other West End Improvement projects, will result in enhanced visitor and boatyard tenant safety by rerouting the Larry Scott Trail to the new Milepost 0 at the WSF Ferry Terminal. This project will construct a new LST segment from the "Leafwing" structure at the west most portion of Port property running northwesterly along the base of the bluff and then easterly along the south edge of Sims Way to the intersection at Haines Place. Project entails filter fabric placement, aggregate, paving, fencing, landscaping, and signage.

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 2027 and 2028.

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, exterior paint, plumbing and electrical upgrades and energy efficiency, including decarbonization.

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.

Jefferson County International Airport

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 2027 is estimated at $75,000 and will advance design plans from 90% to 100%. A Public Infrastructure Fund (PIF) grant from Jefferson County is intended to fund road access construction in 2028 with match from the IDD reserve. The Port plans to pursue additional funding for construction with the intention of beginning site development in 2028.

Wetland Delineation

With the impending completion of the Airport Master Plan update, the Port has identified the need to conduct an airport-wide wetland delineation for all port-owned property at JCIA. Much has been learned through recent years of stormwater maintenance and construction at JCIA (e.g. the existence of a drain tile-based system under the runway). A comprehensive delineation of wetlands to current regulatory standards with modern knowledge and methods will provide a more streamlined permitting process for future development, including Industrial Park development.

Jefferson Timber Cooperative (JTC) Industrial Symbiosis

Project entails the installation for site utilities to support the JTC Industrial Symbiosis park. The project supports this unique co-located circular timber processing endeavor where harvesting, processing, finishing, and the use and retail sale of products from waste occur on a single site. Utilities to be installed are water, fire suppression water, three-phase electrical power, and internal gravel roads including stormwater treatment. The JTC has established a presence on the site since 2025 but has been operating under temporary generator power and temporary sanitary facilities. Funding in the amount of $570,000 has been secured from the WA Department of Commerce Industrial Symbiosis Grant ($285,000) and Jefferson County PIF Board ($285,000).

Quilcene

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. Construction is slated for the 2027 in-water work window.

Short's Family Farm

Chimacum Creek Bridge Replacement

This project will replace the existing primary vehicular bridge located on the main east/west farm road crossing Chimacum Creek at the Short's Family Farm property. Preliminary design and permitting is scheduled for 2027 with construction planned for 2028.

Nature Trail & Fencing

This project includes public access trail improvements, including signage and some fencing, for the approximately 0.8-mile trail loop, which begins and ends at the parking lot, at the farm property.

Well & Water Distribution System Improvements

In 2027, the Port plans to assess the residential and agricultural wells and distribution system on the farm property. This assessment and subsequent improvements will address and identify necessary upgrades to support uses in building envelope one.



Water Access

Hadlock Boat Launch Replacement

This project will remove all existing in-water infrastructure at the Port Hadlock Boat Ramp facility, including the pier, gangway, float, pilings, existing boat ramp, and will replace with a new boat launch, access wedge, and handling float. The Port is pursuing RCO funding for this project and plans to complete design in 2027.

Other Capital

Port Equipment/Vehicle Replacement

Planned equipment replacements include one maintenance vehicle, one administrative vehicle, and organization-wide computer/technology replacements. Additional items under this category include continued investment in the Port's electronic records management system and miscellaneous administrative projects, including preliminary budget to explore asset management solutions and update the Port's website to be compliant with ADA standards.

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.

Port-Wide – Dock and Piling Replacement Program

Another ongoing capital program that aims to replace marina piles and docks at Port-owned properties nearing the end of their service life as part of ongoing capital asset management.

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. One example might include creating a work order system for maintenance that would work in conjunction with a port-wide asset management system.

DR-4593: 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.

DR-4650: Boat Haven Bulkhead Backfill Repair

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.

DR-4650: 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.



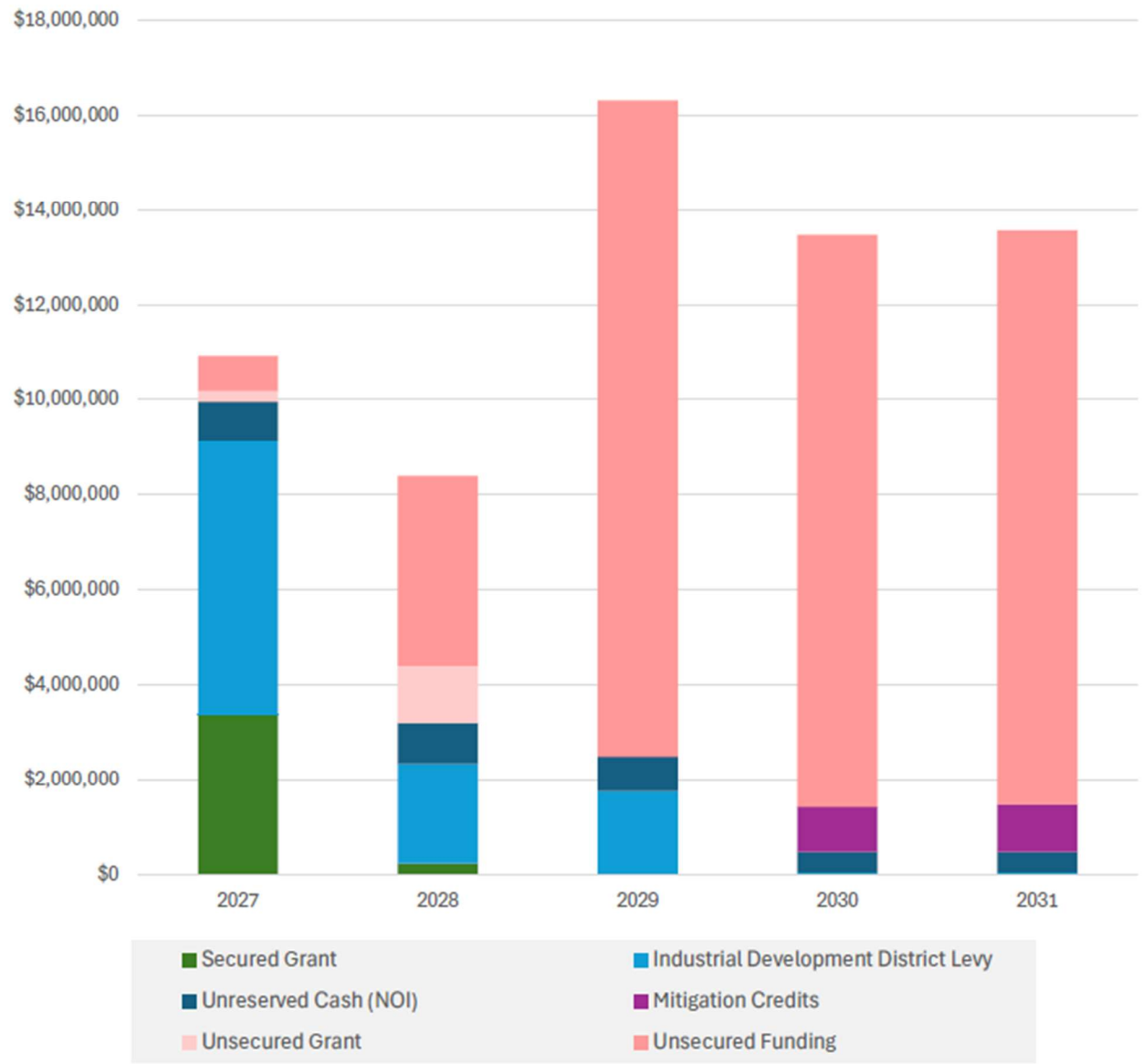
CAPITAL PROJECT COSTS & FUNDING

2027 – 2031 Capital Project Costs

Project	2027	2028	2029	2030	2031	5 Year Total
Boat Haven	**2,566,000**	**1,393,000**	**1,556,000**	**7,967,000**	**8,415,000**	**21,897,000**
Building/Facility Preservation (Interior Refurbishment, Exterior Improvements)	100,000	100,000	100,000	100,000	100,000	**500,000**
Marina Entrance Dredging	-	150,000	550,000	-	-	**700,000**
Microgrid Feasibility	5,000	-	-	-	-	**5,000**
Sea Level Rise Project	5,000	-	-	-	-	**5,000**
Yard Electrical Upgrades	20,000	280,000	-	-	-	**300,000**
Marina Rehabiliation & Dock Replacement Program	-	863,000	906,000	7,867,000	8,315,000	**17,951,000**
Puget Sound to Pacific (PS2P) Trail Project	556,000	-	-	-	-	**556,000**
Sims Gateway & North Boatyard Expansion	1,880,000	-	-	-	-	**1,880,000**
Boat Haven West End Improvements	**3,653,000**	**1,809,000**	**5,370,000**	**-**	**-**	**10,832,000**
Stormwater Improvement Project (Sims Way)	1,400,000	-	-	-	-	**1,400,000**
Port Townsend Bay Estuary	1,717,000	607,000	-	-	-	**2,324,000**
Boat Haven Trail Improvements	236,000	1,102,000	-	-	-	**1,338,000**
West Boatyard Expansion	300,000	100,000	5,370,000	-	-	**5,770,000**
Point Hudson	**362,500**	**1,580,000**	**1,517,500**	**1,425,000**	**4,777,000**	**9,662,000**
Building/Facility Preservation & Energy Efficiency Improvement	187,500	580,000	867,500	1,050,000	1,502,000	**4,187,000**
Cantilevered Esplanade	-	-	-	375,000	3,275,000	**3,650,000**
RV Park Upgrades & Restoration	-	1,000,000	650,000	-	-	**1,650,000**
Sail Loft Building Structural Repairs	175,000	-	-	-	-	**175,000**
JCIA	**700,000**	**700,000**	**4,122,222**	**5,088,889**	**1,270,403**	**11,881,514**
Rural Light Industrial Park (24 acres)	75,000	700,000	3,700,000	3,700,000	-	**8,175,000**
Wetland Delineation	55,000	-	-	-	-	**55,000**
Jefferson Timber Cooperative Industrial Symbiosis	570,000	-	-	-	-	**570,000**
Relocate Windcone and Segmented Circle	-	-	422,222	-	-	**422,222**
Reseal Runway 9/27	-	-	-	1,388,889	-	**1,388,889**
Reconstruct Taxiway Lighting and Signage	-	-	-	-	1,270,403	**1,270,403**
Quilcene	**2,110,000**	**654,500**	**2,713,500**	**-**	**-**	**5,478,000**
Boat Launch & Facility Improvements	2,110,000	-	-	-	-	**2,110,000**
Campground	-	20,000	180,000	-	-	**200,000**
Marina Dredge, Dock, and Gangway Replacement	-	634,500	2,533,500	-	-	**3,168,000**
Short's Family Farm	**110,000**	**790,000**	**200,000**	**-**	**-**	**1,100,000**
Chimacum Creek Bridge Replacement	10,000	90,000	-	-	-	**100,000**
Cold Storage Facility	-	350,000	-	-	-	**350,000**
House Renovation	-	150,000	150,000	-	-	**300,000**
Nature Trail & Fencing	50,000	-	-	-	-	**50,000**
On-Site Septic System Improvement	-	-	50,000	-	-	**50,000**
Well & Water Distribution System Improvements	50,000	200,000	-	-	-	**250,000**
Water Access	**305,000**	**1,008,000**	**878,000**	**-**	**-**	**2,191,000**
Mats Mats Bay Facilities	-	30,000	-	-	-	**30,000**
Union Wharf Electrification & Mooring Dolphins	-	334,000	878,000	-	-	**1,212,000**
Hadlock Boat Launch Replacement	305,000	644,000	-	-	-	**949,000**
Other	**535,000**	**275,000**	**275,000**	**275,000**	**275,000**	**1,635,000**
Equipment/Vehicle Replacement	260,000	-	-	-	-	**260,000**
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	250,000	**1,250,000**
Emergency	**577,695**	**182,000**	**100,000**	**100,000**	**100,000**	**1,059,695**
Small Capital Projects	100,000	100,000	100,000	100,000	100,000	**500,000**
DR-4593: City Dock Repair	400,000	-	-	-	-	**400,000**
DR-4650: Boat Haven Bulkhead Backfill Repair	61,103	-	-	-	-	**61,103**
DR-4650: Boat Haven Pavement Repair	16,592	-	-	-	-	**16,592**
DR-4682: Point Hudson Marina Eastern Bank Armor Permanent Repair	-	82,000	-	-	-	**82,000**
Grand Total	**10,919,195**	**8,391,500**	**16,732,222**	**14,855,889**	**14,837,403**	**65,736,209**

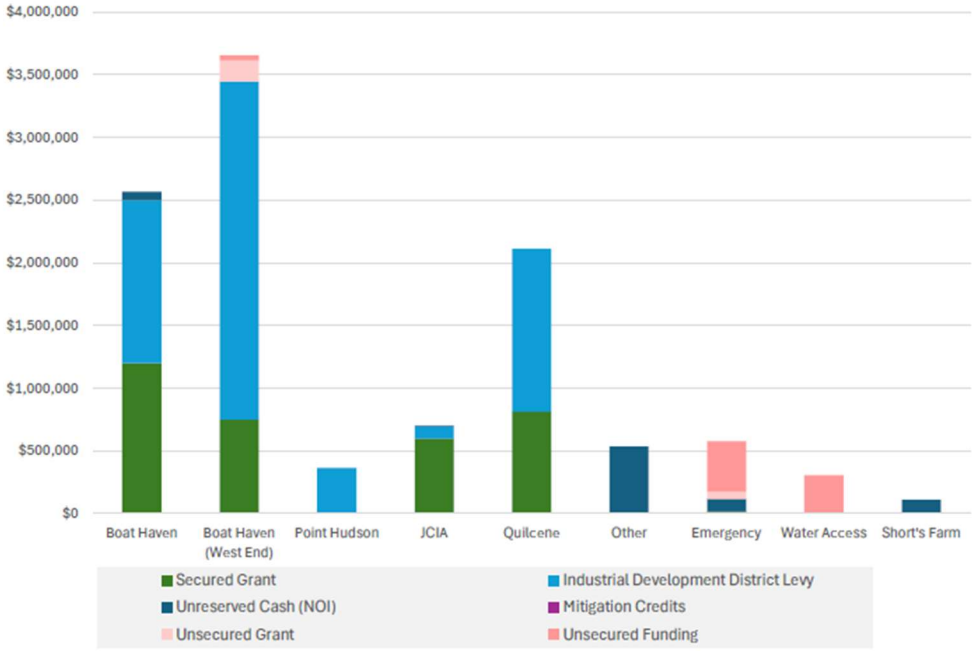
2027 – 2031 Capital Project Funding Sources

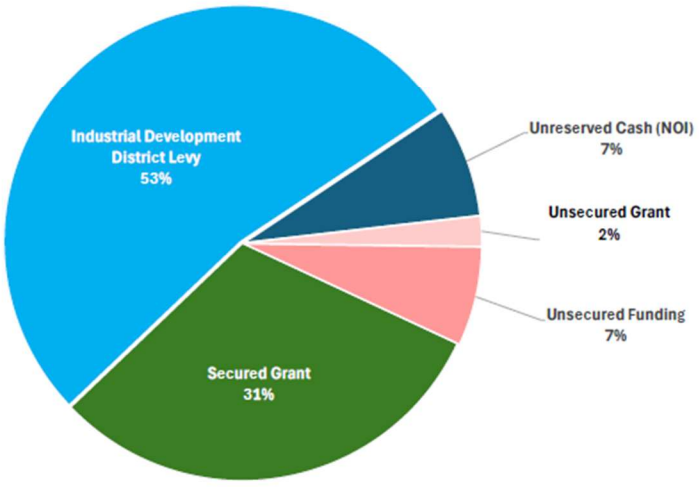
Row Labels	2027	2028	2029	2030	2031	5 Year Total
Secured Grant	3,378,762	233,969	-	-	-	3,612,731
Industrial Development District Levy	5,762,300	2,107,100	1,753,500	50,000	50,000	9,722,900
Unreserved Cash (NOI)	819,885	865,000	745,000	425,000	425,000	3,279,885
Mitigation Credits	-	-	-	950,000	1,008,000	1,958,000
Unsecured Grant	223,248	1,203,400	-	-	-	1,426,648
Unsecured Funding	735,000	3,982,031	13,811,500	12,042,000	12,084,000	42,654,531
Funded Total	9,960,947	3,206,069	2,498,500	1,425,000	1,483,000	18,573,516
Funded Percentage	91%	38%	15%	11%	11%	30%
Grand Total	**10,919,195**	**8,391,500**	**16,310,000**	**13,467,000**	**13,567,000**	62,654,695



2027 Capital Project Funding by Location

Row Labels	Boat Haven	Boat Haven (West End)	Point Hudson	JCIA	Quilcene	Other	Emergency	Water Access	Short's Farm	2027 Total
Secured Grant	1,200,000	750,000	-	600,000	813,000	-	15,762	-	-	**3,378,762**
Industrial Development District Levy	1,300,000	2,697,800	362,500	95,000	1,297,000	-	-	10,000	-	**5,762,300**
Unreserved Cash (NOI)	66,000	-	-	5,000	-	535,000	103,885	-	110,000	**819,885**
Mitigation Credits	-	-	-	-	-	-	-	-	-	-
Unsecured Grant	-	165,200	-	-	-	-	58,048	-	-	**223,248**
Unsecured Funding	-	40,000	-	-	-	-	400,000	295,000	-	**735,000**
Funded Total	2,566,000	3,447,800	362,500	700,000	2,110,000	535,000	119,647	10,000	110,000	**9,960,947**
Funded Percentage	100%	94%	100%	100%	100%	100%	21%	N/A	100%	**91%**
Grand Total	**2,566,000**	**3,653,000**	**362,500**	**700,000**	**2,110,000**	**535,000**	**577,695**	**305,000**	**110,000**	**10,919,195**





5-Year Capital Improvement Program (2027 – 2031)

Project	2027	2028	2029	2030	2031	5 Year Total
Boat Haven						
Sea Level Rise Project	-	-	-	-	-	-
(PL) Planning	**5,000**	-	-	-	-	**5,000**
(URC) Staff Compensation (Engineering)	(5,000)	-	-	-	-	(5,000)
Building/Facility Preservation (Interior Refurbishment, Exterior Improvements)	-	-	-	-	-	-
Capital Maintenance	**50,000**	**50,000**	**50,000**	**50,000**	**50,000**	**250,000**
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)
(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)
Yard Electrical Upgrades	-	-	-	-	-	-
(PE) Design	**20,000**	-	-	-	-	**20,000**
(CN) Construction	-	**280,000**	-	-	-	**280,000**
(IDD) Port Funds	(15,000)	(280,000)	-	-	-	(295,000)
(IDD) Staff Compensation (Engineering)	(5,000)	-	-	-	-	(5,000)
Microgrid Feasibility	-	-	-	-	-	-
(PL) Planning	**5,000**	-	-	-	-	**5,000**
(URC) Staff Compensation (Engineering)	(5,000)	-	-	-	-	(5,000)
Marina Entrance 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)
Marina Rehabiliation & Dock Replacement Program	-	-	-	-	-	-
(PE) Design	-	**863,000**	**906,000**	-	-	**1,769,000**
(CA) Construction Administration (Linear/Fuel Dock)	-	-	-	**167,000**	-	**167,000**
(CN) Construction (Linear/Fuel Dock)	-	-	-	**7,700,000**	-	**7,700,000**
(CA) Construction Administration (D Dock)	-	-	-	-	**219,000**	**219,000**
(CN) Construction (D Dock)	-	-	-	-	**8,096,000**	**8,096,000**
(A) Mitigation Credits, PT Bay Estuary Project	-	-	-	(950,000)	(1,008,000)	(1,958,000)
(U) Unsecured Funding	-	(863,000)	(906,000)	(6,917,000)	(7,307,000)	(15,993,000)

Project	2027	2028	2029	2030	2031	5 Year Total
Puget Sound to Pacific (PS2P) Trail Project	-	-	-	-	-	-
(PL) Planning (J282 Segment - Larry Scott Trail to Park & Ride)	**253,000**	-	-	-	-	**253,000**
(PL) Planning (J284 Segment - Boat Haven to Ferry Terminal)	**303,000**	-	-	-	-	**303,000**
(S) USDOT FHWA RAISE Program Grant J282	(250,000)	-	-	-	-	(250,000)
(S) USDOT FHWA RAISE Program Grant J284	(300,000)	-	-	-	-	(300,000)
(URC) Staff Compensation (Engineering)	(6,000)	-	-	-	-	(6,000)
Sims Gateway & North Boatyard Expansion	-	-	-	-	-	-
(CA) Construction Administration	**117,000**	-	-	-	-	**117,000**
(CN) Construction (Yard Widening, Pathway, Landscaping)	**1,763,000**	-	-	-	-	**1,763,000**
(IDD) Port Funds	(1,180,000)	-	-	-	-	(1,180,000)
(S) Jefferson County PIF Grant 2021 (Port)	(275,000)	-	-	-	-	(275,000)
(S) Jefferson County PIF Grant 2021 (City)	(75,000)	-	-	-	-	(75,000)
(S) Jefferson County PIF Grant 2023 (City)	(300,000)	-	-	-	-	(300,000)
(IDD) Staff Compensation (Engineering)	(50,000)	-	-	-	-	(50,000)
Boat Haven West End Improvements						
Stormwater Improvement Project (Sims Way)	-	-	-	-	-	-
(CN) Construction (Sims Way Component)	**1,400,000**	-	-	-	-	**1,400,000**
(S) WA Dept. Commerce MTCA Grant	(500,000)	-	-	-	-	(500,000)
(IDD) Port Funds	(885,000)	-	-	-	-	(885,000)
(IDD) Staff Compensation (Engineering)	(15,000)	-	-	-	-	(15,000)
Port Townsend Bay Estuary	-	-	-	-	-	-
(PE) Design	**482,000**	-	-	-	-	**482,000**
(CA) Construction Administration	**156,000**	**76,000**	-	-	-	**232,000**
(CN) Construction	**1,079,000**	**531,000**	-	-	-	**1,610,000**
(IDD) Industrial Development District Levy	(1,579,000)	(573,000)	-	-	-	(2,152,000)
(IDD) Staff Compensation (Environmental)	(10,000)	(5,000)	-	-	-	(15,000)
(IDD) Staff Compensation (Engineering)	(128,000)	(29,000)	-	-	-	(157,000)

Project	2027	2028	2029	2030	2031	5 Year Total
Boat Haven Trail Improvements	-	-	-	-	-	-
(PE) Design	**236,000**	-	-	-	-	**236,000**
(CA) Construction Administration	-	**202,000**	-	-	-	**202,000**
(CN) Construction	-	**900,000**	-	-	-	**900,000**
(IDD) Industrial Development District Levy	(60,300)	(301,350)	-	-	-	(361,650)
(IDD) Staff Compensation (Environmental)	-	(3,000)	-	-	-	(3,000)
(IDD) Staff Compensation (Engineering)	(10,500)	(26,250)	-	-	-	(36,750)
(U) RCO WWRP Trails Grant	(165,200)	(771,400)	-	-	-	(936,600)
West Boatyard Expansion	-	-	-	-	-	-
(PE) Design	**300,000**	**100,000**	-	-	-	**400,000**
(CA) Construction Administration	-	-	**200,000**	-	-	**200,000**
(CN) Construction	-	-	**5,170,000**	-	-	**5,170,000**
(S) WA Commerce 2025 Local and Community Projects Grant	(250,000)	-	-	-	-	(250,000)
(IDD) Staff Compensation (Engineering)	(10,000)	(5,000)	(50,000)	-	-	(65,000)
(U) Unsecured Funding	(40,000)	(95,000)	(5,320,000)	-	-	(5,455,000)
Point Hudson						
Sail Loft Building Structural Repairs	-	-	-	-	-	-
(PE) Design	**25,000**	-	-	-	-	**25,000**
(CN) Construction	**150,000**	-	-	-	-	**150,000**
(IDD) Port Funds	(97,500)	-	-	-	-	(97,500)
(IDD) Staff Compensation (Maintenance)	(75,000)	-	-	-	-	(75,000)
(IDD) Staff Compensation (Engineering)	(2,500)	-	-	-	-	(2,500)
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)

Project	2027	2028	2029	2030	2031	5 Year Total
Building/Facility Preservation & Energy Efficiency Improvement	-	-	-	-	-	-
(CN) Commander's Beach House Interior Improvements	50,000	-	-	-	-	50,000
(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	-	200,000	-	-	-	200,000
(CN) Salish Grill Building Interior Improvements	-	240,000	-	-	-	240,000
(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 Builing 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	(167,500)	-	-	-	-	(167,500)
(IDD) Staff Compensation (Maintenance)	(10,000)	-	-	-	-	(10,000)
(IDD) Staff Compensation (Engineering)	(10,000)	-	-	-	-	(10,000)
(U) Unsecured Funding	-	(580,000)	(867,500)	(1,050,000)	(1,502,000)	(3,999,500)

Project	2027	2028	2029	2030	2031	5 Year Total
JCIA						
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	(65,000)	-	-	-	-	(65,000)
(IDD) Staff Compensation (Engineering)	(10,000)	-	-	-	-	(10,000)
(U) Unsecured Funding	-	(466,031)	(3,700,000)	(3,700,000)	-	(7,866,031)
Wetland Delineation	-	-	-	-	-	-
(PL) Planning	55,000	-	-	-	-	55,000
(S) FAA Funding AIP No. 027 (95%)	(50,000)	-	-	-	-	(50,000)
(URC) Staff Compensation (Engineering)	(2,368)	-	-	-	-	(2,368)
(URC) Port Funds	(2,632)	-	-	-	-	(2,632)
Jefferson Timber Cooperative Industrial Symbiosis	-	-	-	-	-	-
(CN) Construction	570,000	-	-	-	-	570,000
(S) Public Infrastructure Fund (PIF) Grant	(275,000)	-	-	-	-	(275,000)
(S) WA Dept. Commerce Industrial Symbiosis Grant	(275,000)	-	-	-	-	(275,000)
(IDD) Staff Compensation (Engineering)	(20,000)	-	-	-	-	(20,000)
Relocate Windcone and Segmented Circle	-	-	-	-	-	-
Relocate Windcone and Segmented Circle	-	-	422,222	-	-	422,222
(URC) Unreserved Cash	-	-	(65,586)	-	-	(65,586)
(U) FAA Funding	-	-	(356,636)	-	-	(356,636)
Reseal Runway 9/27	-	-	-	-	-	-
Reseal Runway 9/27	-	-	-	1,388,889	-	1,388,889
(URC) Unreserved Cash	-	-	-	(138,889)	-	(138,889)
(U) FAA Funding	-	-	-	(1,250,000)	-	(1,250,000)
Reconstruct Taxiway Lighting and Signage	-	-	-	-	-	-
Reconstruct Taxiway Lighting and Signage	-	-	-	-	1,270,403	1,270,403
(URC) Unreserved Cash	-	-	-	-	(127,040)	(127,040)
(U) FAA Funding	-	-	-	-	(1,143,363)	(1,143,363)

Project	2027	2028	2029	2030	2031	5 Year Total
Quilcene						
Campground	-	-	-	-	-	-
(PE) Design	-	20,000	-	-	-	20,000
(CN) Construction	-	-	180,000	-	-	180,000
(IDD) Staff Compensation (Maintenance)	-	-	(60,000)	-	-	(60,000)
(IDD) Staff Compensation (Engineering)	-	(20,000)	-	-	-	(20,000)
(URC) Port Funds	-	-	(120,000)	-	-	(120,000)
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
(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	-	-	(1,490,000)	-	-	(1,490,000)
Boat Launch & Facility Improvements	-	-	-	-	-	-
(CN) Construction (Boat Launch)	1,366,000	-	-	-	-	1,366,000
(CN) Construction (Parking Lot)	542,000	-	-	-	-	542,000
(CN) Construction (Bathroom)	202,000	-	-	-	-	202,000
(S) RCO Boating Facilities Program Grant	(813,000)	-	-	-	-	(813,000)
(IDD) Staff Compensation (Maintenance; Bathroom Remodel)	(32,000)	-	-	-	-	(32,000)
(IDD) Port Funds	(1,154,500)	-	-	-	-	(1,154,500)
(IDD) Staff Compensation (Environmental)	(37,500)	-	-	-	-	(37,500)
(IDD) Staff Compensation (Engineering)	(73,000)	-	-	-	-	(73,000)

Project	2027	2028	2029	2030	2031	5 Year Total
Short's Family Farm						
Chimacum Creek Bridge Replacement	-	-	-	-	-	-
Chimacum Creek Bridge Replacement	10,000	90,000	-	-	-	100,000
(URC) Unreserved Cash	(10,000)	(90,000)	-	-	-	(100,000)
Cold Storage Facility	-	-	-	-	-	-
Cold Storage Facility	-	350,000	-	-	-	350,000
(U) Unsecured Grant	-	(350,000)	-	-	-	(350,000)
House Renovation	-	-	-	-	-	-
House Renovation	-	150,000	150,000	-	-	300,000
(URC) Unreserved Cash	-	(150,000)	(150,000)	-	-	(300,000)
On-Site Septic System Improvement	-	-	-	-	-	-
On-Site Septic System Improvement	-	-	50,000	-	-	50,000
(URC) Unreserved Cash	-	-	(50,000)	-	-	(50,000)
Nature Trail & Fencing	-	-	-	-	-	-
Nature Trail & Fencing	50,000	-	-	-	-	50,000
(URC) Unreserved Cash	(50,000)	-	-	-	-	(50,000)
Well & Water Distribution System Improvements	-	-	-	-	-	-
System Improvements	50,000	200,000	-	-	-	250,000
(URC) Unreserved Cash	(50,000)	(200,000)	-	-	-	(250,000)
Water Access						
Mats Mats Bay Facilities	-	-	-	-	-	-
(CN) Facility Refurbishment for Kayak Storage	-	30,000	-	-	-	30,000
(IDD) Port Funds	-	(30,000)	-	-	-	(30,000)
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)
Hadlock Boat Launch Replacement	-	-	-	-	-	-
(PE) Design	305,000	-	-	-	-	305,000
(CN) Construction	-	644,000	-	-	-	644,000
(IDD) Staff Compensation (Engineering)	(10,000)	-	-	-	-	(10,000)
(U) Unsecured Funding	(295,000)	(644,000)	-	-	-	(939,000)

Project	2027	2028	2029	2030	2031	5 Year Total
Other						
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	250,000	1,250,000
(URC) Port Funds	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(1,250,000)
Equipment/Vehicle Replacement	-	-	-	-	-	-
Electronic Records Management System	50,000	-	-	-	-	50,000
Port-Wide Computer Replacement	10,000	-	-	-	-	10,000
Administrative Vehicle	50,000	-	-	-	-	50,000
Maintenance Vehicle	50,000	-	-	-	-	50,000
Miscellaneous Administrative Projects	100,000	-	-	-	-	100,000
(URC) Port Funds	(260,000)	-	-	-	-	(260,000)



Project	2027	2028	2029	2030	2031	5 Year Total
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)
DR-4650: Boat Haven Bulkhead Backfill Repair	-	-	-	-	-	-
Bulkhead Backfill Repair	**61,103**	-	-	-	-	**61,103**
(URC) Unreserved Cash	(3,055)	-	-	-	-	(3,055)
(U) Public Assistance (Federal Share)	(54,993)	-	-	-	-	(54,993)
(U) Public Assistance (State Share)	(3,055)	-	-	-	-	(3,055)
DR-4650: Boat Haven Pavement Repair	-	-	-	-	-	-
Pavement Repair	**16,592**	-	-	-	-	**16,592**
(URC) Unreserved Cash	(830)	-	-	-	-	(830)
(S) Public Assistance (Federal Share)	(14,933)	-	-	-	-	(14,933)
(S) Public Assistance (State Share)	(829)	-	-	-	-	(829)
DR-4593: City Dock Repair	-	-	-	-	-	-
(PE) Final Design	**400,000**	-	-	-	-	**400,000**
(U) Unsecured Funding	(400,000)	-	-	-	-	(400,000)
DR-4682: Point Hudson Marina Eastern Bank Armor Permanent Repair	-	-	-	-	-	-
Eastern Bank Armor Repair	-	**82,000**	-	-	-	**82,000**
(U) Unsecured Funding	-	(82,000)	-	-	-	(82,000)









PORT OF PORT TOWNSEND
AGENDA COVER SHEET

MEETING DATE	November 10, 2026
AGENDA ITEM	☐ 1st Reading ☒ 2nd Reading ☒ Public Hearing (Continued)
AGENDA TITLE	V. B. Resolution 890-26 Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements to Incorporate Capital Projects Described in the 2027 Operating & Capital Budget
STAFF LEAD	Deputy Director Eric Toews
REQUESTED	☒ Information ☐ Motion/Action ☒ Discussion
ATTACHMENTS	1. Informational Memo (from the Oct. 28 meeting is presented again) 2. Resolution 890-26 Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements to Incorporate the Capital projects Contained in the 2027 Operating & Capital Budget 3. The 2026 Amendments to the Port's Comprehensive Scheme of Harbor Improvements, consisting of 24 pages.

Recommendation: Move to close the Public Hearing and approve 890-26 Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements to Incorporate the Capital projects contained in the 2027 Operating & Capital Budget

PORT OF PORT TOWNSEND
INFORMATIONAL MEMO

DATE: 10/22/2026

TO: Port Townsend Port Commission

FROM: Eric Toews, Deputy Director

SUBJECT: Proposed 2026 Amendments to the Comprehensive Scheme of Harbor Improvements (CSHI) (Port Resolution No. 890-26)

ISSUE/SUBJECT: Proposed 2026 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 both 2024 and 2025, the CSHI was 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 and 2026 Operating & Capital Budgets, respectively.

The use and development plans for Port facilities outlined in the 2020 CSHI remain fundamentally unchanged. The 2026 CSHI Amendments are intended only to clarify the specific capital projects the Port will be undertaking to implement the CSHI, and to update the portfolio of Port-owned properties. 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 2027 Operating & Capital Budget, and to reflect the acquisition by purchase or reversion of tenant constructed buildings at Boat Haven and the JCIA. The maps describing the current use and long-range development plans for each Port property remain unchanged, except that buildings acquired by the Port over the last year are now identified (i.e., Port Townsend Yacht Club, Jochems and Andersen Machine Shop buildings at Boat Haven, and the Port Townsend Aircraft Services Building at the JCIA).

Please note: the version of the 2026 Amendments to the CSHI included in your packets contains one minor correction to the variant presented on October 14. Specifically, the 5-Year Capital Improvement Plan (CIP) presented on page 21 of the document has been revised to mirror the identical page within the proposed Operating & Capital Budget presented under agenda item III. B. The changes relate to projects planned at the JCIA.

DISCUSSION: The draft 2026 CSHI Amendments were introduced for discussion at the Commission's October 14, Workshop. An open record pre-decision public hearing on the proposed 2026 Amendments to the CSHI will be conducted by the Commission at its October 28, 2026, special meeting (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 2027 Operating & Capital Budget at the Commission's November 10, 2026, regular meeting.

Programmatic State Environmental Policy Act (SEPA) review is being conducted on the proposed action. On October 9, 2026, a Threshold Determination of Non-Significance (DNS) was issued by the Port's SEPA Responsible Official (Executive Director), posted on Ecology's SEPA Register and distributed to agencies with jurisdiction. A 14-day comment period on the threshold determination will close on Friday, October 23. As of the date of this writing (October 22), no comments have been received. Any timely submitted comment letters will be provided to the Commission at the October 28 public hearing.

FISCAL IMPACT: The adoption of the proposed amendments to the CSHI will ensure that it is fully aligned with the 2027 Operating & Capital Budget yet to be approved by the Commission (i.e., the one-year Capital Budget & Five-Year Capital Improvement Plan).

REQUESTED ACTION: No action at this time. The Commission will conduct an open record pre-decision public hearing, accept testimony, and discuss and deliberate upon the proposal. Second reading and adoption of the CSHI amendments is expected to occur at the Commission's November 10, 2026, regular meeting.

ATTACHMENTS:

1. Resolution 890-26 Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements to Incorporate the Capital Projects Contained in the 2026 Operating & Capital Budget, consisting of 2 pages; and
2. The 2026 Amendments to the Port's Comprehensive Scheme of Harbor Improvements, consisting of 24 pages.

Additionally, the SEPA Checklist (including supplemental sheet for non-project actions) and the SEPA Responsible Official's Threshold Determination of Non-Significance (DNS) prepared for this proposal may be accessed online at (https://portofpt.com/planning/).

RESOLUTION NO. 890-26
A Resolution of the Commission of the Port of Port Townsend

Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements to Reflect the Acquisition of Buildings at Boat Haven and the JCIA and the Capital Projects Described in the 2027 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 14 and 21, 2026, in the Port Townsend-Jefferson County Leader, and on October 17 and 24, 2026, in the Peninsula Daily News, respectively; and

WHEREAS, on October 28, 2026, the Commission conducted an open-record public hearing to accept public testimony on proposed CSHI amendments to reflect the Port's acquisition of certain buildings at its Boat Haven and JCIA facilities and the capital projects in the Port's proposed 2027 Operating and Capital Budget; and

WHEREAS, on November 10, 2026, after a duly noticed public hearing, the Port of Port Townsend adopted its 2027 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 2027 Operating & Capital Budget.

ADOPTED in open session at a meeting of the Board of Commissioners of the Port of Port Townsend on the 10th day of November 2026 and duly authenticated by the signatures of the Commission and the seal of the Commission affixed hereto.

ATTEST:

Pamela A. Petranek, President

Peter W. Hanke, Vice President

Carol L. Hasse, Secretary

APPROVED AS TO FORM:

_____

Port Attorney

PORT OF PORT TOWNSEND

DRAFT

2026 AMENDMENTS TO THE

COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENTS (CSHI)



Adopted: November 10, 2026

via Port Resolution #890-26

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

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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 10, 2026 - Port Resolution #890-26

TABLE OF CONTENTS

INTRODUCTION 1
The CSHI – Statutory Requirements 1
Programmatic (Non-Project) SEPA Compliance 2

DOCUMENT CONTEXT 2

2026 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 Acquired by the Port 7
Table #3: Properties Declared 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 #890-26 16

2027 CAPITAL BUDGET & 5-YEAR CAPITAL IMPROVEMENT PLAN[1] 17
2027 Capital Budget 17
5-Year Capital Improvement Plan (CIP) 21

[1] Excerpted from the Draft Port of Port Townsend 2027 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]

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[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 2026 Amendments to the CSHI.[6]

The proposed 2026 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 pages 5-7, below.

2026 CSHI AMENDMENTS

These 2026 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. The annual update also incorporates housekeeping amendments to accurately reflect properties acquired or declared surplus and sold by the Port over the prior year.[7] Like the 2020 Comprehensive Scheme Update, the 2026 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 8 to 15, 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)

[7] Note: In 2026, four (4) structures originally constructed by tenants on land leased by the Port were acquired via purchase or reversion: the 3,100 s.f. (approx.) Port Townsend Yacht Club Building located at 2503 Washington Street at Boat Haven; the 5,450 s.f. (approx.) Port Townsend Aircraft Services Building at 191 Airport Road at the Jefferson County International Airport; the 4,664 s.f. (approx.) Jochems Building at Boat Haven; and the 1,300 s.f. (approx.) Andersen Machine Shop Building at Boat Haven. See Table #2, on page 7, below, for further detail.

- 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)[8] (https://portofpt.com/wp-content/uploads/JCIA-MPU-Complete-Report.pdf)[9]

- Point Hudson Preservation Plan (June 24, 2020) (https://portofpt.com/wp-content/uploads/PortPT_PtHudsonBooklet.pdf)

- 2026 Operating & Capital Budget (including Five-Year Capital Improvement Plan) https://portofpt.com/wp-content/uploads/2026-Budget-Adopted-11-12-25-webviewable.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)).

[8] At the time of this writing (October 2026), the Jefferson County International Airport (0S9) Airport Master Plan is in the process of being updated. The Master Plan will be subject to a separate, subsequent, public review and adoption process, including environmental review and threshold determination under the State Environmental Policy Act (Chapter 43.21C RCW).

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

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Table #1: CSHI Amendments – 2003 to Present, continued		
Resolution No.	**Adoption Date**	**Subject Matter**
603-13	December 23, 2013	Adopting CSHI Update 2013
621-14	November 19, 2014	Adoption of 2015 Operating & Capital Budget
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

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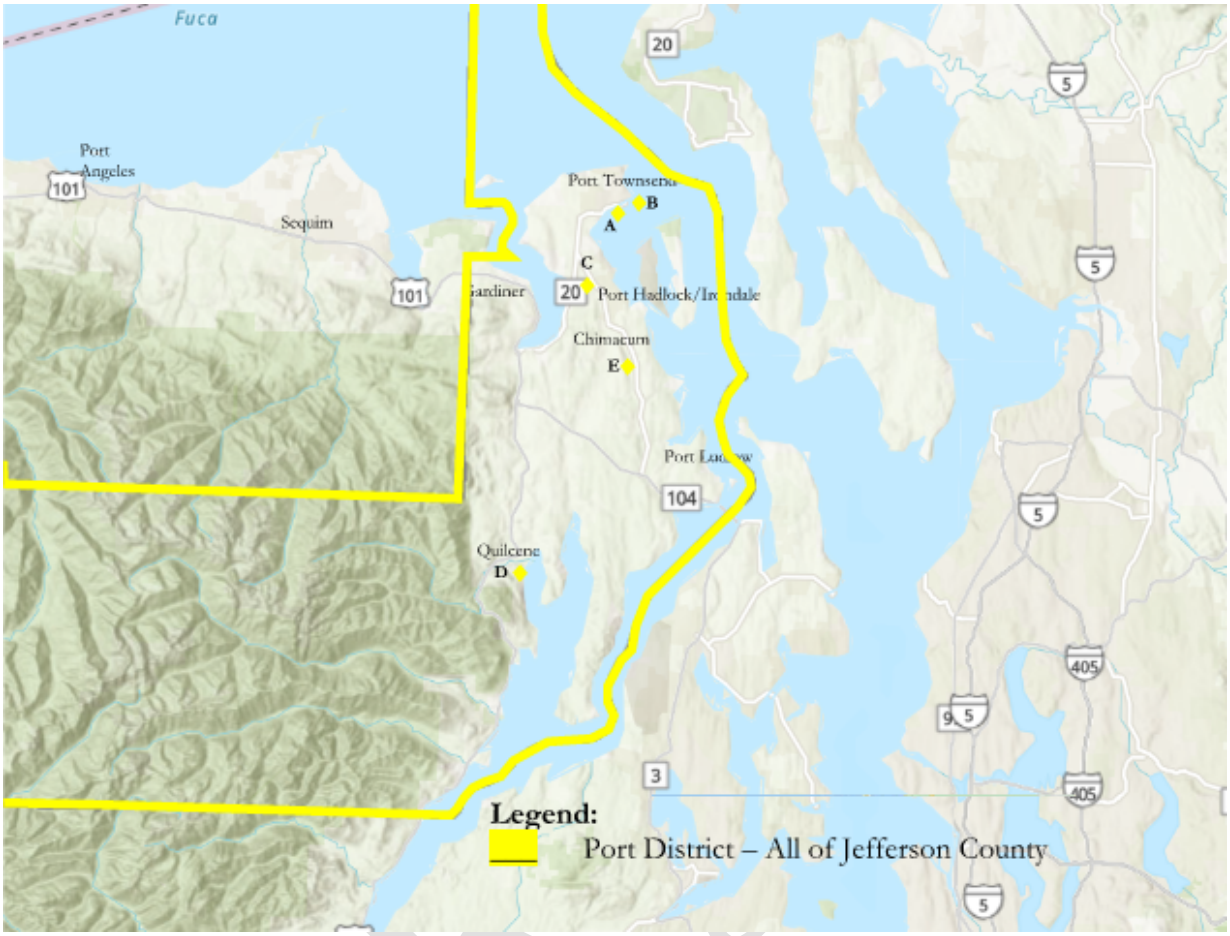
Table #1: CSHI Amendments – 2003 to Present, continued		
Resolution No.	**Adoption Date**	**Subject Matter**
860-25	November 12, 2025	Adopting the 2026 Operating & Capital Budget
861-25	November 12, 2025	Amending the CSHI to Incorporate the Projects Described in the 2026 Operating & Capital Budget

Table #2: Properties (Land and/or Improvements) Acquired by the Port January 1, 2026, to Present		
Property Name	**Date & Method of Acquisition**	**Property Description**
Port Townsend Yacht Club Building	March 1, 2026; reversion - ownership of tenant (lessee) constructed improvements reverted to Port (lessor) at end of land lease term	An approximately 3,100 s.f. building located at 2503 Washington Street, located at the Port's Boat Haven facility in Port Townsend
Port Townsend Aircraft Services Building	July 9, 2026; purchase of tenant (lessee) constructed improvements by Port (lessor) prior to end of land lease term	An approximately, 4,750 s.f. hangar building at 191 Airport Road, located at the Port's Jefferson County International Airport (JCIA) facility in Port Townsend
Jochems Building	November 1, 2026; reversion - ownership of tenant (lessee) constructed improvements reverted to Port (lessor) at end of land lease term	An approximately 4,664 s.f. multi-tenant marine trades building located at the Port's Boat Haven facility in Port Townsend (i.e., immediately west of the Port Administration Building)
Andersen Machine Shop Building	November 1, 2026; purchase of tenant (lessee) constructed improvements by Port (lessor) prior to end of land lease term	An approximately 1,300 s.f. shop building at 2702 Washington Street, located at the Port's Boat Haven facility in Port Townsend

Table #3: Properties Declared Surplus to Port Needs January 1, 2026, to Present		
Resolution No.	**Adoption Date**	**Property Description**
N/A	N/A	N/A - No properties were declared surplus to Port needs in 2026

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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 9
B - Point Hudson Marina & RV Park	#3, Page 10
C - Jefferson County International Airport	#4, Page 11
D - Herb Beck Marina, Quilcene	#5, Page 12
E - Short's Family Farm, Chimacum	#6, Page 13
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 14
G - Launch Ramps: G-1 - Gardiner G-2 - Hadlock G-3 - Mats Mats	#8, Page 15

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)

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

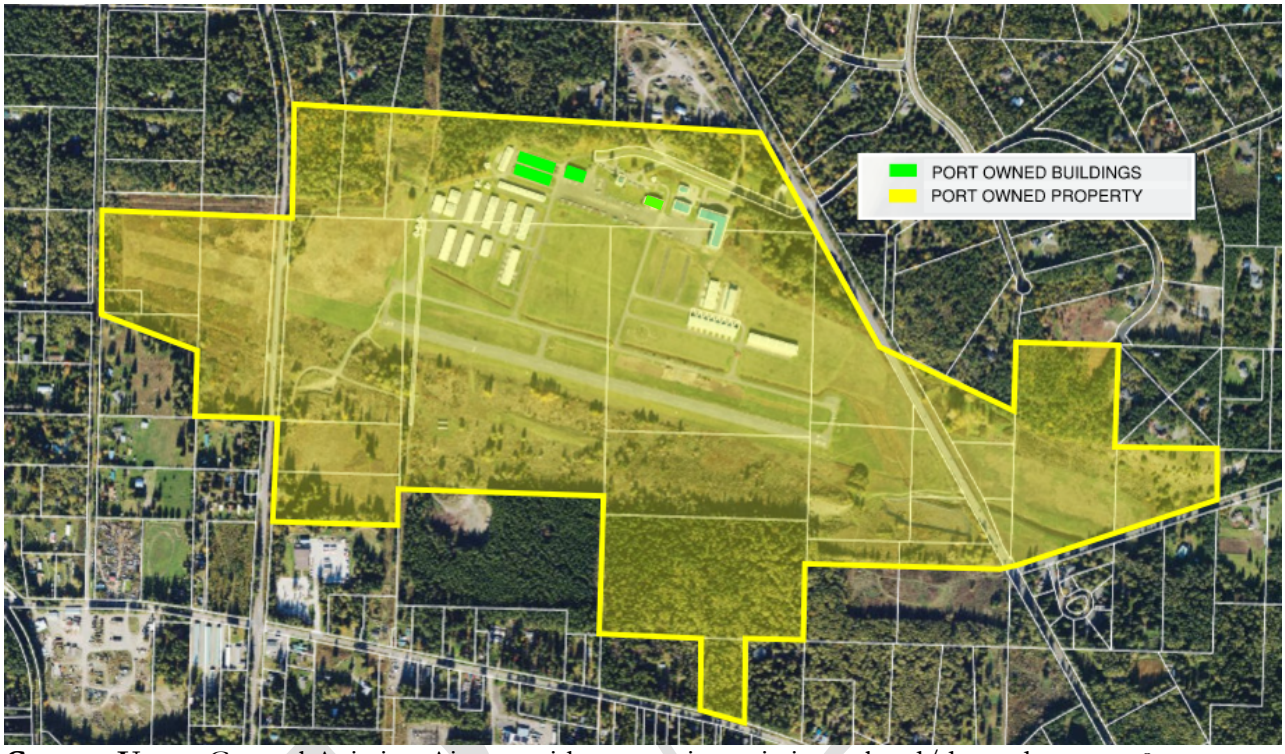


Current Uses: RV Park & Marina as described in the 2020 CSHI Update (pp. III-16 – III-27)

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)

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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)[10] and the current Operating & Capital Budget (i.e., including Annual Capital Budget and Five-Year Capital Improvement Plan)

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[10] At the time of this writing (October 2026), the Jefferson County International Airport (0S9) Airport Master Plan is in the process of being updated. The Master Plan will be subject to a separate, subsequent, public review and adoption process, including review and threshold determination under the State Environmental Policy Act (Chapter 43.21C RCW).

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

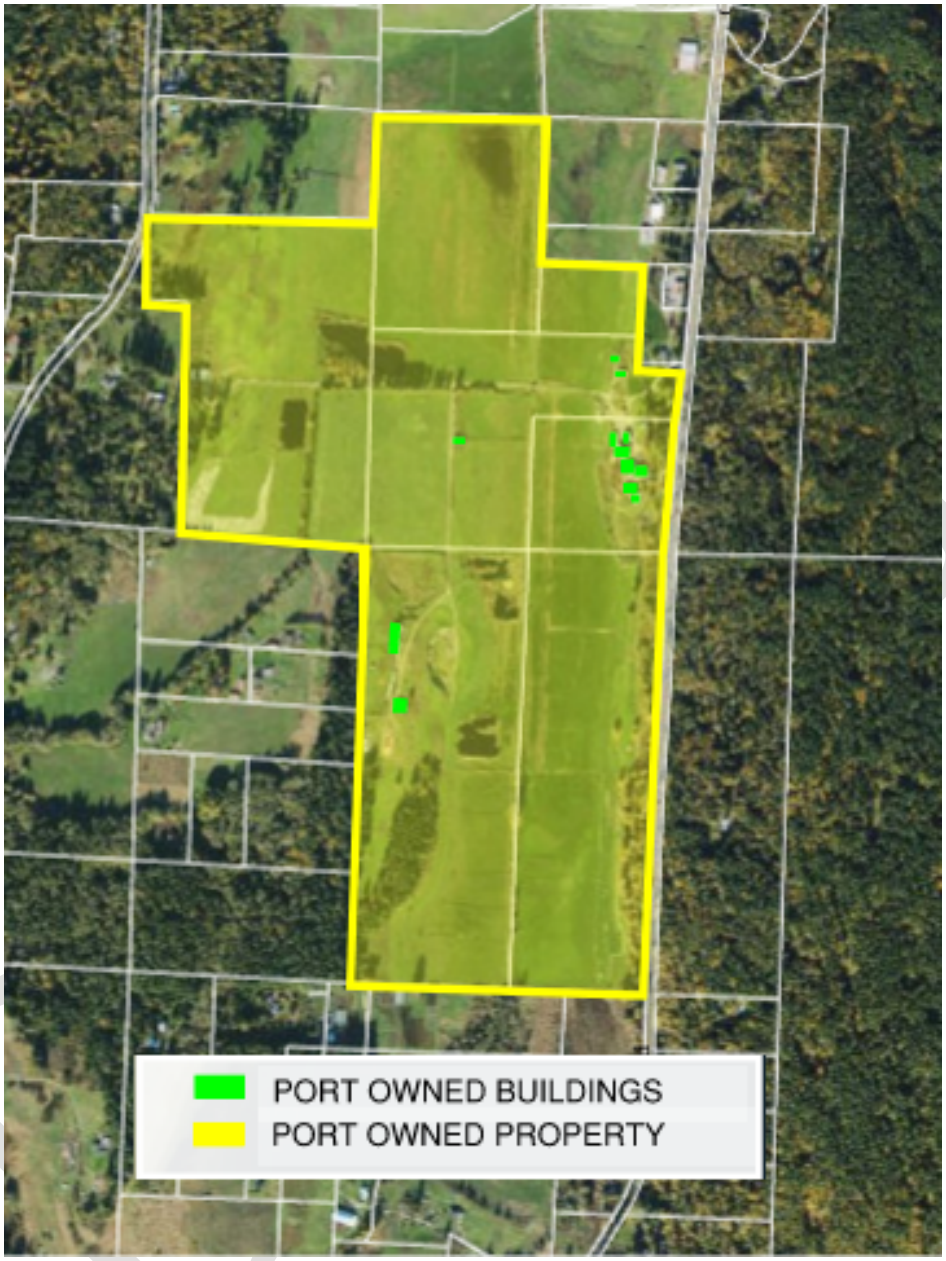


Current Uses: Marina and Launch Ramp as described in the 2020 CSHI Update (pp. III-28 – III-30)

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)

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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



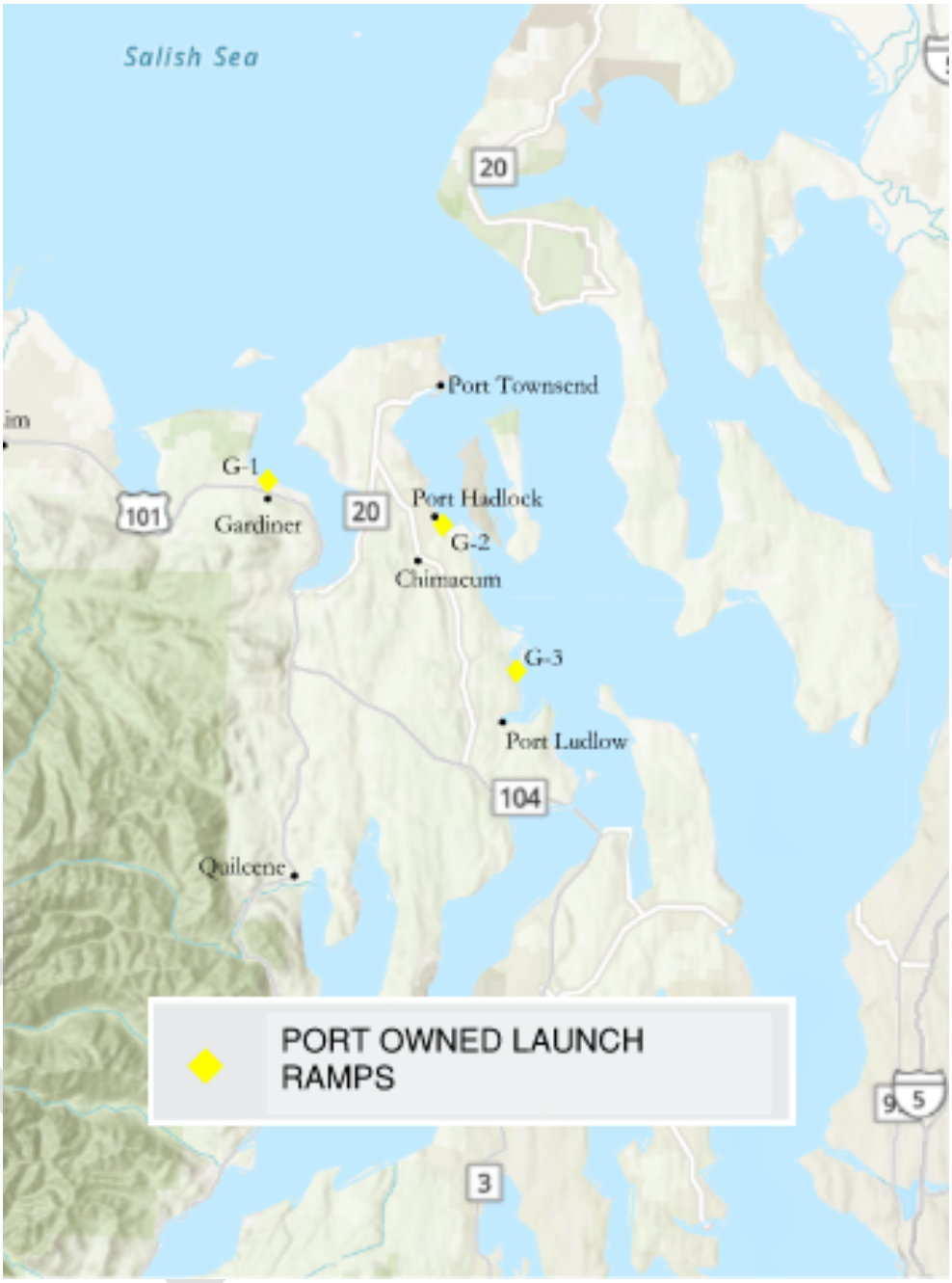
Map Key: F-1 - Union Wharf; F-2 - Quincy Street Dock; F-3 - City ("Cotton") Dock; F-4 - Fort Worden Beach[11]

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)

[11] 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 #890-26

RESOLUTION NO. 890-26
A Resolution of the Commission of the Port of Port Townsend

Amending the Port of Port Townsend's Comprehensive Scheme of Harbor Improvements to Reflect the Acquisition of Buildings at Boat Haven and the JCIA and the Capital Projects Described in the 2027 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 14 and 21, 2026, in the Port Townsend-Jefferson County Leader, and on October 17 and 24, 2026, in the Peninsula Daily News, respectively; and

WHEREAS, on October 28, 2026, the Commission conducted an open-record public hearing to accept public testimony on proposed CSHI amendments to reflect the Port's acquisition of certain buildings at its Boat Haven and JCIA facilities and the capital projects in the Port's proposed 2027 Operating and Capital Budget; and

WHEREAS, on November 10, 2026, after a duly noticed public hearing, the Port of Port Townsend adopted its 2027 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 2027 Operating & Capital Budget.

ADOPTED in open session at a meeting of the Board of Commissioners of the Port of Port Townsend on the 10th day of November 2026 and duly authenticated by the signatures of the Commission and the seal of the Commission affixed hereto.

ATTEST:

_____
Pamela A. Petranek, President

_____
Peter W. Hanke, Vice President

_____
Carol L. Hasse, Secretary

APPROVED AS TO FORM:

_____
Port Attorney

2027 CAPITAL BUDGET & 5-YEAR CAPITAL IMPROVEMENT PLAN

2027 Capital Budget

Project	2027
Boat Haven	-
Sea Level Rise Project	-
(PL) Planning	5,000
(URC) Staff Compensation (Engineering)	(5,000)
Building/Facility Preservation (Interior Refurbishment, Exterior Improvements)	-
Capital Maintenance	50,000
(URC) Staff Compensation (Maintenance)	(16,500)
Capital Maintenance (Sperry Buildings)	50,000
(IDD) Port Funds	(33,500)
(IDD) Staff Compensation (Maintenance)	(16,500)
(URC) Port Funds	(33,500)
Yard Electrical Upgrades	-
(PE) Design	20,000
(IDD) Port Funds	(15,000)
(IDD) Staff Compensation (Engineering)	(5,000)
Microgrid Feasibility	-
(PL) Planning	5,000
(URC) Staff Compensation (Engineering)	(5,000)
Sims Gateway & North Boatyard Expansion	-
(CA) Construction Administration	117,000
(CN) Construction (Yard Widening, Pathway, Landscaping)	1,763,000
(IDD) Port Funds	(1,180,000)
(S) Jefferson County PIF Grant 2021 (Port)	(275,000)
(S) Jefferson County PIF Grant 2021 (City)	(75,000)
(S) Jefferson County PIF Grant 2023 (City)	(300,000)
(IDD) Staff Compensation (Engineering)	(50,000)
Puget Sound to Pacific (PS2P) Trail Project	-
(PL) Planning (J282 Segment - Larry Scott Trail to Park & Ride)	253,000
(PL) Planning (J284 Segment - Boat Haven to Ferry Terminal)	303,000
(S) USDOT FHWA RAISE Program Grant J282	(250,000)
(S) USDOT FHWA RAISE Program Grant J284	(300,000)
(URC) Staff Compensation (Engineering)	(6,000)

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2027 Capital Budget, Continued

Project	2027
Boat Haven West End Improvements	-
Stormwater Improvement Project (Sims Way)	-
(CN) Construction (Sims Way Component)	1,400,000
(S) WA Dept. Commerce MTCA Grant	(500,000)
(IDD) Port Funds	(885,000)
(IDD) Staff Compensation (Engineering)	(15,000)
Port Townsend Bay Estuary	-
(PE) Design	482,000
(CA) Construction Administration	156,000
(CN) Construction	1,079,000
(IDD) Industrial Development District Levy	(1,579,000)
(IDD) Staff Compensation (Environmental)	(10,000)
(IDD) Staff Compensation (Engineering)	(128,000)
Boat Haven Trail Improvements	-
(PE) Design	236,000
(IDD) Industrial Development District Levy	(60,300)
(IDD) Staff Compensation (Engineering)	(10,500)
(U) RCO WWRP Trails Grant	(165,200)
West Boatyard Expansion	-
(PE) Design	300,000
(S) WA Commerce 2025 Local and Community Projects Grant	(250,000)
(IDD) Staff Compensation (Engineering)	(10,000)
(U) Unsecured Funding	(40,000)
Point Hudson	-
Sail Loft Building Structural Repairs	-
(PE) Design	25,000
(CN) Construction	150,000
(IDD) Port Funds	(97,500)
(IDD) Staff Compensation (Maintenance)	(75,000)
(IDD) Staff Compensation (Engineering)	(2,500)
Building/Facility Preservation & Energy Efficiency Improvement	-
(CN) Commander's Beach House Interior Improvements	50,000
(CN) Commander's Beach House Exterior Improvements (Paint)	45,000
(CN) Hospital Building Exterior Improvements (Paint)	70,000
(PE) Salish Grill Building HVAC/DOAS Design	22,500
(IDD) Port Funds	(167,500)
(IDD) Staff Compensation (Maintenance)	(10,000)
(IDD) Staff Compensation (Engineering)	(10,000)

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2027 Capital Budget, Continued

Project	2027
JCIA	-
Rural Light Industrial Park (24 acres)	-
(PE) Design (90-100%)	75,000
(IDD) Port Funds	(65,000)
(IDD) Staff Compensation (Engineering)	(10,000)
Wetland Delineation	-
(PL) Planning	55,000
(S) FAA Funding AIP No. 027 (95%)	(50,000)
(URC) Staff Compensation (Engineering)	(2,368)
(URC) Port Funds	(2,632)
Jefferson Timber Cooperative Industrial Symbiosis	-
(CN) Construction	570,000
(S) Public Infrastructure Fund (PIF) Grant	(275,000)
(S) WA Dept. Commerce Industrial Symbiosis Grant	(275,000)
(IDD) Staff Compensation (Engineering)	(20,000)
Quilcene	-
Boat Launch & Facility Improvements	-
(CN) Construction (Boat Launch)	1,366,000
(CN) Construction (Parking Lot)	542,000
(CN) Construction (Bathroom)	202,000
(S) RCO Boating Facilities Program Grant	(813,000)
(IDD) Staff Compensation (Maintenance; Bathroom Remodel)	(32,000)
(IDD) Port Funds	(1,154,500)
(IDD) Staff Compensation (Environmental)	(37,500)
(IDD) Staff Compensation (Engineering)	(73,000)
Short's Family Farm	-
Chimacum Creek Bridge Replacement	-
Chimacum Creek Bridge Replacement	10,000
(URC) Unreserved Cash	(10,000)
Nature Trail & Fencing	-
Nature Trail & Fencing	50,000
(URC) Unreserved Cash	(50,000)
Well & Water Distribution System Improvements	-
System Improvements	50,000
(URC) Unreserved Cash	(50,000)
Water Access	-
Hadlock Boat Launch Replacement	-
(PE) Design	305,000
(IDD) Staff Compensation (Engineering)	(10,000)
(U) Unsecured Funding	(295,000)

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2027 Capital Budget, Continued

Project	2027
Other	-
Port Wide - Yard/Parking/RV Resurfacing	-
Yard/Parking/RV Resurfacing	25,000
(URC) Port Funds	(25,000)
Port Wide - Dock Renovations & Piling Replacement	-
Dock Renovations & Piling Replacement	250,000
(URC) Port Funds	(250,000)
Equipment/Vehicle Replacement	-
Electronic Records Management System	50,000
Port-Wide Computer Replacement	10,000
Administrative Vehicle	50,000
Maintenance Vehicle	50,000
Miscellaneous Administrative Projects	100,000
(URC) Port Funds	(260,000)
Emergency	-
Small Capital Projects	-
Unplanned Small Capital Projects	100,000
(URC) Port Funds	(100,000)
DR-4650: Boat Haven Bulkhead Backfill Repair	-
Bulkhead Backfill Repair	61,103
(URC) Unreserved Cash	(3,055)
(U) Public Assistance (Federal Share)	(54,993)
(U) Public Assistance (State Share)	(3,055)
DR-4650: Boat Haven Pavement Repair	-
Pavement Repair	16,592
(URC) Unreserved Cash	(830)
(S) Public Assistance (Federal Share)	(14,933)
(S) Public Assistance (State Share)	(829)
DR-4593: City Dock Repair	-
(PE) Final Design	400,000
(U) Unsecured Funding	(400,000)

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5-Year Capital Improvement Plan (CIP)

Project	2027	2028	2029	2030	2031	5 Year Total
Boat Haven	**2,566,000**	**1,393,000**	**1,556,000**	**7,967,000**	**8,415,000**	**21,897,000**
Building/Facility Preservation (Interior Refurbishment, Exterior Improvements)	100,000	100,000	100,000	100,000	100,000	**500,000**
Marina Entrance Dredging	-	150,000	550,000	-	-	**700,000**
Microgrid Feasibility	5,000	-	-	-	-	**5,000**
Sea Level Rise Project	5,000	-	-	-	-	**5,000**
Yard Electrical Upgrades	20,000	280,000	-	-	-	**300,000**
Marina Rehabiliation & Dock Replacement Program	-	863,000	906,000	7,867,000	8,315,000	**17,951,000**
Puget Sound to Pacific (PS2P) Trail Project	556,000	-	-	-	-	**556,000**
Sims Gateway & North Boatyard Expansion	1,880,000	-	-	-	-	**1,880,000**
Boat Haven West End Improvements	**3,653,000**	**1,809,000**	**5,370,000**	**-**	**-**	**10,832,000**
Stormwater Improvement Project (Sims Way)	1,400,000	-	-	-	-	**1,400,000**
Port Townsend Bay Estuary	1,717,000	607,000	-	-	-	**2,324,000**
Boat Haven Trail Improvements	236,000	1,102,000	-	-	-	**1,338,000**
West Boatyard Expansion	300,000	100,000	5,370,000	-	-	**5,770,000**
Point Hudson	**362,500**	**1,580,000**	**1,517,500**	**1,425,000**	**4,777,000**	**9,662,000**
Building/Facility Preservation & Energy Efficiency Improvement	187,500	580,000	867,500	1,050,000	1,502,000	**4,187,000**
Cantilevered Esplanade	-	-	-	375,000	3,275,000	**3,650,000**
RV Park Upgrades & Restoration	-	1,000,000	650,000	-	-	**1,650,000**
Sail Loft Building Structural Repairs	175,000	-	-	-	-	**175,000**
JCIA	**700,000**	**700,000**	**4,122,222**	**5,088,889**	**1,270,403**	**11,881,514**
Rural Light Industrial Park (24 acres)	75,000	700,000	3,700,000	3,700,000	-	**8,175,000**
Wetland Delineation	55,000	-	-	-	-	**55,000**
Jefferson Timber Cooperative Industrial Symbiosis	570,000	-	-	-	-	**570,000**
Relocate Windcone and Segmented Circle	-	-	422,222	-	-	**422,222**
Reseal Runway 9/27	-	-	-	1,388,889	-	**1,388,889**
Reconstruct Taxiway Lighting and Signage	-	-	-	-	1,270,403	**1,270,403**
Quilcene	**2,110,000**	**654,500**	**2,713,500**	**-**	**-**	**5,478,000**
Boat Launch & Facility Improvements	2,110,000	-	-	-	-	**2,110,000**
Campground	-	20,000	180,000	-	-	**200,000**
Marina Dredge, Dock, and Gangway Replacement	-	634,500	2,533,500	-	-	**3,168,000**
Short's Family Farm	**110,000**	**790,000**	**200,000**	**-**	**-**	**1,100,000**
Chimacum Creek Bridge Replacement	10,000	90,000	-	-	-	**100,000**
Cold Storage Facility	-	350,000	-	-	-	**350,000**
House Renovation	-	150,000	150,000	-	-	**300,000**
Nature Trail & Fencing	50,000	-	-	-	-	**50,000**
On-Site Septic System Improvement	-	-	50,000	-	-	**50,000**
Well & Water Distribution System Improvements	50,000	200,000	-	-	-	**250,000**
Water Access	**305,000**	**1,008,000**	**878,000**	**-**	**-**	**2,191,000**
Mats Mats Bay Facilities	-	30,000	-	-	-	**30,000**
Union Wharf Electrification & Mooring Dolphins	-	334,000	878,000	-	-	**1,212,000**
Hadlock Boat Launch Replacement	305,000	644,000	-	-	-	**949,000**
Other	**535,000**	**275,000**	**275,000**	**275,000**	**275,000**	**1,635,000**
Equipment/Vehicle Replacement	260,000	-	-	-	-	**260,000**
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	250,000	**1,250,000**
Emergency	**577,695**	**182,000**	**100,000**	**100,000**	**100,000**	**1,059,695**
Small Capital Projects	100,000	100,000	100,000	100,000	100,000	**500,000**
DR-4593: City Dock Repair	400,000	-	-	-	-	**400,000**
DR-4650: Boat Haven Bulkhead Backfill Repair	61,103	-	-	-	-	**61,103**
DR-4650: Boat Haven Pavement Repair	16,592	-	-	-	-	**16,592**
DR-4682: Point Hudson Marina Eastern Bank Armor Permanent Repair	-	82,000	-	-	-	**82,000**
Grand Total	**10,919,195**	**8,391,500**	**16,732,222**	**14,855,889**	**14,837,403**	**65,736,209**

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PORT OF PORT TOWNSEND
AGENDA COVER SHEET

MEETING DATE	November 10, 2026
AGENDA ITEM	☐ First Reading ☐ Second Reading ☒ Regular Business
AGENDA TITLE	VIII. A. Resolution 894-26 Pursuant to RCW 53.36.160(3), to Submit to its Voters a Proposal to Authorize a Third Industrial Development Multiyear Levy for up to Six Years.
STAFF LEAD	Eric Toews, Deputy Director
REQUESTED	☒ Motion ☒ Action ☒ Discussion
ATTACHMENTS	1. Memorandum 2. Resolution 894-26, Exhibit “A” the Ballot Proposition

PORT OF PORT TOWNSEND
INFORMATIONAL MEMO

DATE: 11/5/2026

TO: Port Townsend Port Commission

FROM: Eric Toews, Deputy Director

SUBJECT: Resolution No. 894-26, Approving Placement on the Ballot of a Proposal to Authorize a Third Industrial Development District Multiyear Levy

---

ISSUE: Should the Commission adopt Resolution No. 896-26 (attached) and submit a proposition to the voters of Jefferson County at the special election to be held on February 9, 2027, requesting approval of a third multiyear Industrial Development District (IDD) tax levy?

BACKGROUND & DISCUSSION: Chapter 53.25 of the Revised Code of Washington (RCW) authorizes Washington port districts to establish Industrial Development Districts (IDDs) for the development and redevelopment of marginal lands. The Port exercised this authority in 1966, with the passage of Commission Resolutions 194-66 and 196-66, establishing IDD "units" in various non-contiguous locations throughout east Jefferson County. On October 28, 2026, and after proper notice and hearing, the Commission adopted Resolution No. 891-26 creating a new IDD co-extensive with the limits of the Port district (i.e., all of Jefferson County).

Once established, ports may pursue multi-year levy periods for the purpose of raising tax revenues to redevelop lands within the boundaries of an IDD (see RCW 53.08.160 which repealed and replaced RCW 53.08.100). Revenues generated from IDD levies must be used exclusively on capital infrastructure projects, property acquisition, environmental remediation, and to retire general obligation debt. The Port of Port Townsend retired the last of its general obligation debt on December 1, 2025. IDD levy monies help to build and sustain physical infrastructure that supports jobs. Importantly, and unlike General Levy revenues, IDD tax revenues may not used for operations, such as Port staff salaries.

Most port districts in the state are limited to two multi-year IDD levy periods, which may range from between six and twenty years. However, port districts that border on the Pacific Ocean, like the Port of Port Townsend, may seek voter approval of a third multi-year IDD levy period. The Port of Port Townsend has exercised its IDD levy authority two times previously: first in 1966 ("IDD #1"); and then again in 2019 ("IDD #2"). IDD #2 will expire at the end of 2027. The nearly $17M in revenues that have been, or will be, raised over the eight year duration of IDD #2 have been instrumental in rehabilitating Port infrastructure. Examples include: reconstruction of the Point Hudson Breakwater; construction of a new Boat Haven Boatyard Stormwater Treatment System, and repairs to the Boat Haven Main Breakwater. All told, IDD #2 monies have been leveraged as "match" to secure more than $55M in other funding (e.g., state and federal grants) to advance infrastructure projects.

While IDD #2 monies have enabled the Port to shore up critical basic infrastructure that supports the community's economic vitality, much important infrastructure work has yet to be completed, including, for example: rebuilding in-water infrastructure at the Boat Haven Marina in Port Townsend and the Herb Beck Marina in Quilcene; development of infrastructure at Jefferson County International Airport (JCIA) industrial park; and rehabilitation of core infrastructure (e.g., roads and utilities) at Point Hudson. Revenues generated from a third IDD levy, if approved by Jefferson County voters, would generate an

estimated $28M that would again be leveraged as match to secure outside funding for these and other projects essential to the community's well-being and economic vitality.

Following the Commission's capital budget discussions on October 14, the initial public hearing and Commission deliberations on the 2027 Operating and Capital Budget which took place on October 28, and the Commission's hearing and final action creating an IDD co-extensive with the limits of Jefferson County which also occurred on October 28, staff now presents proposed Resolution No. 894-26 for Commission consideration and action at its November 10, 2026 regular meeting. If adopted, Resolution No. 894-26 would authorize staff to file the ballot proposition attached to the resolution as Exhibit "A" with the Jefferson County Auditor, thereby placing the question before Jefferson County voters for approval or rejection at a special election to be held on February 9, 2027.

If a simple majority of voters elect to approve IDD #3, the Port would then be entitled to levy and collect approximately $28M (not including timber tax revenues) over the ensuing six year period (i.e., January 1, 2028 to December 31, 2033). Please note that unlike IDDs #1 and #2 which could be levied over a six to twenty year period, IDD #3 must be collected over a six year period. If IDD #3 is approved by voters, the Port's IDD levy authority will be fully exhausted.

The deadline for submitting ballot resolutions for the February 9, 2027 special election is December 11, 2026. If Resolution No. 894-26 is approved by the Commission, staff would bring forward a separate resolution at a special meeting on December 2, 2026 concerning the appointment of a committee to prepare the "for" and "against" arguments included in the Voters' Pamphlet issued prior to the election (see Section 2 of the attached resolution).

FISCAL IMPACT: As outlined above, and only in the event Jefferson County voters elect to approve the ballot measure outlined in Exhibit "A" to Resolution 894-26, an estimated $28M in IDD #3 levy monies would be generated to advance Port capital projects identified in the Port's Comprehensive Scheme of Harbor Improvements. On a per $1,000 of assessed valuation (A/V) basis, approximately $0.45 would be assessed under IDD #3, in addition to the Port's current General Levy of approximately $0.12 per $1,000 A/V. Unlike IDD revenues, which may only be used to advance capital projects, General Levy monies may be used for Port operations. The combined total of IDD #3, if approved, and the General Levy, would be approximately $0.57/$1,000 A/V. Once the six-year IDD #3 expires, Port-related property taxes for county residents would drop to $0.12/$1,000 A/V.

RECOMMENDATION: Adopt the following motion: "*Motion to approve the attached Resolution 894-26 directing staff to submit the proposition attached as Exhibit A to the resolution (the 'Proposition') to the voters of Jefferson County at the special election to be held on February 9, 2027, by filling a certified copy of this Resolution with the Auditor of Jefferson County and take such other action as is necessary therefor under applicable State law.*"

ATTACHMENTS: One (1) attachment is included: draft Port Commission Resolution No. 894-26, together with Exhibit "A" (the Proposition).

RESOLUTION NO. 894-26

A Resolution of the Commission of the Port of Port Townsend

A RESOLUTION OF THE PORT OF PORT TOWNSEND, PURSUANT TO RCW 53.36.160(3), TO SUBMIT TO ITS VOTERS A PROPOSAL TO AUTHORIZE A THIRD INDUSTRIAL DEVELOPMENT MULTIYEAR LEVY FOR UP TO SIX YEARS.

WHEREAS, pursuant to Resolution No. 194, adopted on September 13, 1966, as amended by Resolution No. 196, adopted on December 13, 1966, the Port of Port Townsend (the "Port") established an industrial development district in specific portions of Jefferson County and finding of the need for the improvement of the lands within the boundaries of such industrial development district to make the same suitable for industrial use and purposes, and for improvement of harbor facilities and harbor use within the Port; and

WHEREAS, the Port has adopted and approved a Comprehensive Scheme of Harbor Improvements, which may be amended, modified and restated in the future (the "Comprehensive Scheme"); and

WHEREAS, the Washington State Legislature has enacted RCW 53.36.160 to permit multiyear levy periods for the purpose of redeveloping lands within an industrial development district; and

WHEREAS, the Port has previously levied an industrial development tax levy pursuant to RCW 53.36.100; and

WHEREAS, the Port previously levied a second industrial development tax levy pursuant to RCW 53.36.160(2); and

WHEREAS, after proper notice and hearing under Chapter 52.25 RCW, the Port adopted Resolution 891-26 creating an industrial development district (the "IDD") which is co-extensive with the boundary of the Port district and finding that such IDD is proper and desirable in establishing and developing a system of harbor improvements and industrial development in the Port;

WHEREAS, the Port intends to provide for the redevelopment of lands in the IDD in accordance with the powers granted to the Port under RCW 53.25; and

WHEREAS, pursuant to RCW 53.36.160(3), if a ballot proposition authorizing such levy is approved by a simple majority vote, then port districts located in a county bordering the Pacific Ocean, including the Port, can impose a third multiyear industrial development tax levy for a period not to exceed six years at a levy rate not to exceed forty-five cents per thousand dollars of assessed value in any year;

WHEREAS, the Port desires to submit the question to the voters at the special election to be held on February 9, 2027, whereupon should a simple majority of the voters approve a third multiyear industrial development tax levy, the Port shall be entitled to collect the same as set forth in this Resolution.

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

Section 1. The Port Commission directs staff to submit the proposition attached as Exhibit "A" hereto (the "Proposition") to the voters of Jefferson County at the special election to be held on February 9, 2027, by filling a certified copy of this Resolution with the Auditor of Jefferson County and take such other action as is necessary therefor under applicable State law. The Port Commission further requests that the Auditor of Jefferson County, as ex officio supervisor of elections, submit the attached Proposition to the voters of Jefferson County at the special election to be held on February 9, 2027, for their approval or rejection.

Section 2. Pursuant to RCW 29.A.32.280, the Commission of the Port of Port Townend will endeavor to appoint a committee of not more than three members to prepare arguments advocating voters' approval of the measure, and a committee of not more than three members to prepare arguments advocating voters' rejection of the measure to be included in the February 2027 Voters' Pamphlet. If made, such appointments shall be accomplished by way of a resolution adopted by the Commission of the Port of Port Townsend at a special meeting to be held on December 2, 2026.

Section 3. If the Proposition is approved by the voters, the aggregate dollar amount to be collected over the third multiyear levy period shall be determined and limited as described in RCW 53.36.160. The levies may not be collected in each year, during the third multiyear period, but shall only be made with approval by the Port Commission in the year prior to each collection year. The revenues derived from levies made under RCW 53.36.160 not expended in the year in which the levies are made may be paid into a fund for future use in carrying out the powers granted under Chapter 53.25 RCW, which fund may be accumulated and carried over from year to year, with the right to continue to levy the taxes provided for under RCW 53.36.160 for the authorized purposes. In the event a levy authorized under RCW 53.36.160 produces revenue in excess of the requirements to complete the projects under the Port's Comprehensive Scheme within an industrial development district, the excess must be used solely for the retirement of general obligation bonded indebtedness.

Section 4. The Port's General Counsel is hereby authorized to make such minor adjustments to the wording of the Proposition set forth in Exhibit A as may be recommended by the Jefferson County Auditor, provided that the Proposition remains clear and consistent with the intent of this resolution as approved by the Commission of the Port of Port Townsend.

Section 5. This resolution shall take effect immediately upon its passage and adoption.

ADOPTED this 10th day of November 2026, 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:

_____
Pamela A. Petranek, President

_____
Peter W. Hanke, Vice President

_____
Carol L. Hasse, Secretary

APPROVED AS TO FORM:

_____
Port Attorney

EXHIBIT "A"
BALLOT PROPOSITION

PORT OF PORT TOWNSEND
PROPOSITION NO. 1
AUTHORIZATION OF MULTIYEAR INDUSTRIAL DEVELOPMENT TAX LEVY

The Commission of the Port of Port Townsend adopted Resolution No. 894-26 concerning authorization of a third multiyear industrial development tax levy. This measure would authorize the Port of Port Townsend to collect a multiyear industrial development tax over a period of up to six (6) years at a levy rate of no more than forty-five cents per thousand dollars of assessed value in any given year to be used for the purposes authorized by Chapter 53.25 RCW throughout the entirety of Jefferson County.

Should this proposition be approved?
☐ . . . . Yes
☐ . . . . No

PORT OF PORT TOWNSEND
AGENDA COVER SHEET

MEETING DATE	November 10, 2026
AGENDA ITEM	☐ First Reading ☐ Second Reading ☒ Regular Business
AGENDA TITLE	VIII. B. Harbormaster Report
STAFF LEAD	Kristian Ferrero, Harbormaster
REQUESTED	☐ Information ☐ Motion/Action ☐ Discussion
ATTACHMENTS	2026 Marina & Yard Data

75T Boatyard

The 75T Boatyard finished October with 706 year-to-date hauls, down 3.6% from the same period in 2025 but remaining 6.1% above the five-year average of 665 hauls. October yard occupancy increased to 88%, up from 82% in September and three percent above October 2025. Overall, haul activity continues to exceed historical averages, while increased yard occupancy reflects steady demand heading into the winter season. Haul outs for November have a scheduled total of twenty-six, below the 5-year average.

	75T (Small Yard) Hauls and Occupancy					
	Year					
Year	2021	2022	2023	2024	2025	2026
Jan Hauls	45	22	41	33	32	25
Feb Hauls	33	38	32	31	29	38
Mar Hauls	44	58	65	55	64	73
Apr Hauls	91	77	82	96	100	97
May Hauls	66	75	95	102	90	83
Jun Hauls	74	40	99	78	101	90
Jul Hauls	52	80	72	72	84	90
Aug Hauls	56	93	88	78	89	66
Sep Hauls	66	100	61	81	69	69
Oct Hauls	56	72	65	61	74	75
Nov Hauls	35	39	31	42	38	
Dec Hauls	30	15	28	23	27	
Year Total	648	709	759	752	797	706
Year to Date	583	655	700	687	732	706

Year	2021		2022		2023		2024		2025		2026	
Jan Occ	109	86%	112	88%	126	99%	102	70%	107	73%	110	75%
Feb Occ	124	98%	126	99%	126	99%	111	76%	115	79%	111	76%
Mar Occ	127	100%	127	100%	132	104%	124	85%	123	84%	131	90%
Apr Occ	127	100%	124	98%	143	98%	130	89%	130	89%	132	90%
May Occ	126	99%	127	100%	134	92%	130	89%	130	89%	130	89%
Jun Occ	127	100%	124	98%	136	93%	128	88%	130	89%	128	88%
Jul Occ	118	93%	122	96%	136	93%	123	84%	127	87%	130	89%
Aug Occ	100	79%	124	98%	130	89%	123	84%	126	86%	124	85%
Sep Occ	102	80%	128	101%	126	86%	124	85%	123	84%	120	82%
Oct Occ	126	99%	130	102%	124	85%	123	84%	124	85%	128	88%
Nov Occ	124	98%	124	98%	117	80%	114	78%	120	82%	0	
Dec Occ	109	86%	113	89%	111	76%	105	72%	112	77%	0	

300T Boatyard

The 300T Boatyard finished October with 136 year-to-date hauls, an increase of thirty-two hauls or 30.8% over the same period in 2025, and approximately 11% above the five-year average of 123 hauls. October yard occupancy was 74%, down from 84% in October 2025 and slightly below the five-year October average of 80%. Despite lower occupancy heading into the winter months, haul activity remains strong and is currently the highest recorded through October in the six-year comparison. Haul outs for November have a scheduled total of eleven hauls, setting a pace for a 5 year high.

	300T (Big Yard) Hauls and Occupancy					
	Year					
Year	2021	2022	2023	2024	2025	2026
Jan Hauls	10	10	9	14	8	14
Feb Hauls	17	7	13	12	8	11
Mar Hauls	12	20	17	15	10	15
Apr Hauls	13	13	11	18	8	16
May Hauls	12	18	19	14	14	14
Jun Hauls	12	7	13	12	6	8
Jul Hauls	12	8	10	10	10	12
Aug Hauls	6	12	9	8	7	9
Sep Hauls	10	20	17	15	22	18
Oct Hauls	12	13	15	16	11	19
Nov Hauls	8	9	7	9	9	
Dec Hauls	4	12	3	10	14	
Year Total	128	149	143	153	127	136
Year to Date	116	128	133	134	104	136

Year	2021	2022	2023	2024	2025	2026
Jan Occ	74%	72%	72%	72%	72%	79%
Feb Occ	76%	76%	77%	70%	76%	81%
Mar Occ	74%	88%	82%	68%	75%	86%
Apr Occ	62%	84%	86%	79%	90%	95%
May Occ	62%	82%	85%	74%	93%	77%
Jun Occ	53%	77%	75%	63%	79%	67%
Jul Occ	60%	56%	61%	62%	69%	67%
Aug Occ	48%	63%	85%	67%	65%	67%
Sep Occ	57%	72%	77%	70%	77%	77%
Oct Occ	79%	75%	88%	72%	84%	74%
Nov Occ	74%	79%	80%	72%	86%	
Dec Occ	67%	68%	61%	70%	79%	

Point Hudson Nightly RV

Point Hudson's RV Park and Marina continue to show mixed results through October. The RV Park has recorded 7,312 reserved nights, approximately 4% below 2025 and 8% below the five-year annual average. October RV reservations reached 752 nights, an increase of 113 nights or 17.7% over October 2025 and 24% above the five-year October average of 608 nights.

Marina nightly moorage has recorded 3,881 nights, exceeding the 2025 annual total of 3,729 by 4.1% and the five-year annual average of 3,761 by 3.2%. October marina reservations reached 141 nights, more than double the 70 nights recorded in October 2025 and approximately 25% above the five-year October average of 113 nights. Both facilities experienced stronger October activity compared to last year, helping offset slower reservation totals earlier in the season.

Nightly RV

Year	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Total
2021	220	251	477	693	906	1223	1381	1301	1112	821	360	169	8914
2022	180	371	454	596	736	1000	1194	1242	416	507	353	146	7195
2023	145	257	534	669	878	1183	1402	1300	768	517	309	206	8168
2024	78	207	393	613	814	1018	1283	1249	930	554	404	199	7742
2025	165	165	271	487	788	1071	1287	1275	935	639	356	181	7620
2026	188	165	305	421	837	909	1248	1286	872	752	210	119	7312
Variance from Avg	30	-85	-121	-191	13	-190	-61	13	40	144	-146	-61	-616
5 year average	158	250	426	612	824	1099	1309	1273	832	608	356	180	7928

Nightly Moorage

Year	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec	Total
2021	65	52	64	159	488	753	1038	1005	697	119	54	24	4518
2022	31	29	57	155	550	647	886	863	147	0	0	0	3365
2023	2	37	84	204	481	606	963	779	161	0	0	0	3317
2024	0	0	86	200	397	551	927	933	522	149	78	34	3877
2025	36	12	81	217	398	585	898	879	461	70	57	35	3729
2026	66	33	54	128	397	601	884	877	605	141	59	36	3881
Variance from Avg	22	1	-20	-59	-66	-27	-58	-15	45	28	-4	5	120
5 year average	44	33	74	187	463	628	942	892	560	113	63	31	3761

2024 Transient Nights			2025 Transient Nights			2026 Transient Nights		
	RV	Moorage		RV	Moorage		RV	Moorage
Jan	0	0	Jan	3300	261	Jan	3353	394
Feb	4686	984	Feb	4311	499	Feb	3942	655
Mar	5143	1199	Mar	4835	836	Mar	4415	951
Apr	5466	1469	Apr	5230	1174	Apr		
May	6033	1975	May	5757	1821	May	5456	1610
Jun	6344	2412	Jun	6133	2334	Jun	5848	2211
Jul	6600	2952	Jul			Jul	6221	2843
Aug	7014	3451	Aug	6807	3282	Aug	6606	3391
Sep	7269	3687	Sep	7016	3498	Sep	6942	3638
Oct	7515	3798	Oct			Oct	7312	3881
Nov	7695	3851	Nov	7576	3687	Nov		
Dec	7742	3877	Dec	7620	3729	Dec		

Boat Haven Moorage

Longterm moorage increased going into the winter season as fishing vessels docked for the season and final waitlist assignments occurred. The linear dock experience maxed out capacity on several days due to a late season fishery bringing commercial vessels to the area. Nightly moorage has been consistently increasing but still about three hundred nights behind last year's total.

	Boat Haven Permanents Assigned/Occupancy, Transient Nights Sold and Assignments from the Waitlist									
Year	2022		2023		2024		2025		2026	
Jan	277	93%	302	101%	279	93%	296	99%	280	94%
Feb	276	92%	281	94%	286	96%	295	99%	280	94%
Mar	277	93%	279	93%	279	93%	292	98%	286	96%
Apr	280	94%	274	92%	281	94%	299	100%	289	97%
May	275	92%	279	93%	283	95%	295	99%	282	94%
Jun	277	93%	274	92%	277	93%	292	98%	279	93%
Jul	274	92%	270	90%	272	91%	291	97%	274	92%
Aug	270	90%	265	89%	276	92%	291	97%	275	92%
Sep	289	97%	284	95%	278	93%	292	98%	284	95%
Oct	290	97%	282	94%	284	95%	289	97%	298	100%
Nov	289	97%	285	95%	283	95%	291	97%		0%
Dec	294	98%	283	95%	299	100%	294	98%		0%

Year	2022		2023		2024		2025	2026
Total Transient Nights Billed (ytd)	5088		5273		4271		4693	4378

VIII. C. Quarterly Capital Project Update

No advance materials. To be presented at meeting.

VIII. D. 2027 Legislative Agenda/Priorities with Insight Strategies

No advance materials. To be presented at meeting.

PORT OF PORT TOWNSEND
AGENDA COVER SHEET

MEETING DATE	November 10, 2026
AGENDA ITEM	☐ Consent ☐ 1st Reading ☐ 2nd Reading ☐ Regular Business ☒ Informational
AGENDA TITLE	Informational Items
STAFF LEAD	Eron Berg, Executive Director
REQUESTED	☒ Information ☐ Motion/Action ☐ Discussion
ATTACHMENTS	• Lease Brief • Contract Update • Commission Meeting Schedule

PORT OF PORT TOWNSEND
AGENDA MEMO

DATE: 11/10/2026

TO: Commission

FROM: Heron Scott, Lease & Contracts Administrator

SUBJECT: November 2026 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 52 land leases, 38 building leases, and 68 rental agreements.

DISCUSSION

New Agreements:

- Holms Heritage Painting – Jochems building; month to month
- Raab, Steve- Jochems building; month to month
- Revision Marine, LLC – Boat Haven ground rental; month to month
- Shanghai Restaurant – Point Hudson Main building; 5-year agreement
- Starboard Services – Boat Haven ground; month to month
- Stephen's Marine – Jochems building; month to month
- Waterline Boats - Jochems building; month to month

New License & Use Agreements: None

Lease/Rental Amendments:

- Revision Marine, LLC – Amendment to shift leased Boat Haven location slightly

Exercising Options: None

Assignments/Assumptions: None

Terminations, Vacations, or Expirations:

- Cashin, Andrew – Point Hudson Main Building office #11 vacation on 10/31/2026
- Jochems Property Management – Boat Haven ground lease end of term on 10/31/2026
- Shanghai Restaurant – Point Hudson Main Building lease end of term on 10/31/2026
- Andersen Machine Shop – Boat Haven ground lease termination on 10/31/2026
- Impact Naval Architects – Point Hudson Main Building office #1 vacation on 11/09/2026
- Flying Knucklehead Ranch – Short's Farm field #4 vacation on 11/30/2026
- Octopus Gardens – 2410 Washington Street vacation on 04/16/2027

November Rent Increases:

- ***CPI Increase (2.4%):*** Aurora Aircraft Maint. & Restoration; Washington Dept. Fish & Wildlife (Cupola Annex, 987 sf + 120 sf land); Coote, Norman; Finnriver d/b/a The Grainery; The Shop Cooperative; One Straw Ranch, Inc.; Quilcene Harbor Yacht Club; Blue Moose Café
- ***Market Rate Increase:*** None
- ***Step Increase:*** None

2026 Expiring Leases:

- Marina Café, exp 12/31/2026

Available Properties:

- Pad sites #1, 2, 3, and P at JCIA ($0.0727/sf)
- Hangar #103, #203, & #207, JCIA @ $285.45/month
- 2503 Washington Street, 2,500 sf @ TBD price
- 333 Benedict Street, 1,300 SF @ $2,015/month
- 2702 Washington St (Andersen Machine Shop) @$1,458/month
- Main Building Office #1 @ $319.58/month
- Main Building Office #11 @ $304.02/month

ATTACHMENTS

1. November 2026 Lease List

RECOMMENDATIONS

For information only

SHORTS FARM - PROPERTY	NOVEMBER 2026			
LEASE NAME	Lease Amount	Lease Expiration	NEXT CPI/ Step Incr.	REMARKS
One Straw Ranch, Inc.	27.61	10/31/2027	11/1/2027	
One Straw Ranch, Inc.	791.99	10/31/2027	11/1/2027	Month to month land use for dog training
Puget Sound Voyaging Society, Inc.	485.87	Mo/Mo	3/1/2027	*Two 1-yr options, CPI at beginning of each term. Added field 19 and barn Aug 25.
Finnriver d/b/a The Grainery	405.82	10/31/2027	11/1/2027	Two 2-yr options, CPI at beginning of each term. Amended in Aug 25 to exclude field #19 and barn. CPI
Flying Knucklehead Ranch	$ 110.18	11/30/2027	12/1/2026	On-site water quality monitoring services provided by tenant to the Port
Community Wellness Project	184.58	Mo/Mo	12/1/2027	*Two 1-yr terms, CPI at beginning of each term. Excercised option 1 2025.
CZK9	224.00	Mo/Mo	7/1/2027	*Two 1-yr terms, CPI at beginning of each term. Excercised option 1 2025.
Jefferson Co. Conservation District	1.00	Mo/Mo		Mo-Mo agreement. Applied for WA State tax exemption 2/4/25.

QUILCENE - PROPERTY	NOVEMBER 2026			
LEASE NAME	Lease Amount	Lease Expiration	NEXT CPI/ Step Incr.	REMARKS
Coast Seafoods	6,873.60	12/31/2039	1/1/2027	Bond-annual renewal. $2708.16 cash dep as well. MR every 3-years.
Quilcene Harbor Yacht Club	615.88	10/31/2027	11/1/2027	Tax based on market value.Rent + 106/hrs in-kind labor/yr. Non-exclusive use of deck.

Boat Haven - PROPERTY	OCTOBER 2026			
LEASE NAME	Lease Amount	Lease Expiration	NEXT CPI/MR STEP Incr.	REMARKS
Admiral Ship Supply	2,727.94	1/31/2030	2/1/2027	Exercised last option, lease expires 1/31/2030. Amend 2 increases premises to 3000 sf.
Blue Moose Café	943.48	10/31/2031	11/1/2027	5 +5 yr lease. CPI @ mo 25/ MR beg yr 5 (11/1/25). Last of steps 5/1/23.
Fine Yacht Interiors	1,576.70	5/31/2028	6/1/2027	4% max CPI,per lease. All options have been exercised.
Haven Boatworks, LLC	3,951.24	9/30/2031	10/1/2027	JNS Building and Land
Jefferson Healthcare	4,012.00	3/31/2027	4/1/2027	Ops taken over from Skookum.
Key City Fish Co.	2,886.99	8/31/2028*	9/1/2027	Commercial space/industrial space/land. Annual CPI/MR every three years.
Key City Fish Co.	1,006.81	11/30/2029	12/1/2027	5 yr with two 5-yr options.
Marine Craft Services	1,261.95	09/31/2031	10/1/2027	Former Pete's Marine
Marine Surveys & Assessments Co-op	1,799.48	1/31/2028	3/1/2027	Builidng + 2 car spaces.
NW Maritime Center (marine thrift)	747.47	1/31/2030*	2/1/2027	New 5-yr lease + one 5-yr option.
Port Townsend Sailing Association	786.67	12/31/2027	12/1/2027	5-yr + 5-yr, includes 50% kitchen use. Annual CPI, MR beg. year 3. CPI
Port Townsend School District	2314.20	5/31/2027	6/1/2027	Nomura Bldg 1st floor
PT Brewing Sands, Guy & Kim	4,208.65	5/31/2031	6/1/2027	Exercising second of three 5-yr options 6/1/26 thru 5/31/31.
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	750.70	1/31/2030*	2/1/2027	5 yr + one 5-yr option.
Revision Marine, LLC	2,676.70	12/31/2029	1/1/2027	New lease/ 5-yr + one 5-yr option.
Sunrise Coffee Co.	2,333.08	9/30/2031	10/1/2027	Ann. CPI/MR every 5 yrs. 10-yr w/ two 5-yr options.
Takaki, Jennifer Alys	788.34	12/31/2026	1/1/2027	Garbage $60 per Mo. New 5-year lease.
Marine Services)	6,560.75	5/31/2031	6/1/2027	Lease Assignment from Stein/Compass.
Yackel Scuba Services	1,599.08	4/30/2030	5/1/2027	Assigned/Assumed from Octopus Gardens Diving.
Crown Castle	1,459.41	6/30/2030	6/1/2027	*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	1,193.82		5/1/2027	Annual escalation rate 6.5% 2018-22-Decreases to 3% in 2023.
Flye, Todd dba On The Flye	446.11	1/31/2028*	2/1/2027	New lease. 3-yr + two 1-yr options.
Kimmel's Crab Shack	2,777.26	4/30/2049	5/1/2027	Land lease. Beginning year 2 annual CPI. MR every 3-yrs.
PT Rigging, Inc.	611.50	3/31/2030	4/1/2027	Port Adjustment every 3 yrs/CPI annually.
PT Shipwrights, Inc.	9,105.34	7/31/2050&2058	8/1/2027	CPI begins year 7. MR incr 8/1/30-every 10 yrs. Deposit increase @16 yrs/then every 10 yrs. CPI
Scow Bay Boats	643.23	9/30/2029	10/1/2027	Step agreement for rent. 18 security deposit payments
U. S. Coast Guard	6,360.68	8/31/2027	N/A	Lease No.: HSCG89-25-1-0035.
Armstrong Consolidated, LLC	4,543.45	9/30/2024	10/1/2027	Assignment. Exercised last one-year option, exp 8/31/24. *HOLDOVER RENT APPLIED 10/1/24
Armstrong Consolidated, LLC	18,648.75	Mo/Mo	12/1/2027	Rental agreement.
Eagle Harbor Marine	291.58	Mo/Mo	9/1/2027	From yard tenant @ high rate to mo-mo tenant @ $0.25/sf.
EDC Team Jefferson	835.90	Mo/Mo	6/1/2027	TJ is searching for compatible tenants for upstairs offices.
Heather Johnson Photography	210.06	Mo/Mo	9/1/2027	Mo-to-mo. Marine trades photographer.
Holms Heritage Painting	907.95	Mo/Mo	11/1/2027	Jochems Unit B
Jefferson County	2,260.99	Mo/Mo	n/a	New month to month
Katz, Alan	1,214.85	Mo/Mo	6/1/2027	Land rental agreement-5,517 sf, tenant doing active work in a temporary structure-Yard.
Key City Fish Co.	783.69	9/31/2028	10/1/2027	New lease for office space. 3 year plus one 5 year option to match lease terms for other premises
North Olympic Salmon Coalition	225.75	Mo/Mo	12/1/2027	New month-to-month rental agreement.
Olympic Crane	61.47	Mo/Mo	2/1/2027	Relocated crane only to Pete's Marine Metals.
Olympic Neighbors	156.09	Mo/Mo	1/1/2027	Non-profit
Peninsula College	127.10	Mo/Mo	8/1/2027	Month to month.
Perpetual Boatworks, LLC	1,310.55	Mo/Mo	9/1/2027	five year lease
Pete Stein & Compass Woodwork	120.41	Mo/Mo	6/1/2027	40x8' spot for storage container & 7'x8' spot for planer.
PT Brewing, Sands, Guy & Kim	198.38	Mo/Mo	10/1/2027	Mo-to-mo. Outdoor dining area.
PT Rigging, Inc.	825.09	Mo/Mo	10/1/2027	2,720 additional sq ft land for rigging related work & storage.
Raab, Steve	558.60	Mo/Mo	11/1/2027	Jochems Unit D
Revision Marine, LLC	3,511.20	Mo/Mo	11/1/2027	Month to month for BH land
Sail Port Townsend	236.82	Mo/Mo	5/1/2027	New month-to-month rental agreement.
Sea J's Café, Jevne, Florence (Estate of)	1,371.47	Mo/Mo	6/1/2027	NOW A MONTH-MONTH BUILDING & LAND LEASE.
Sitewise Design, PLLC	191.62	Mo/Mo	6/1/2027	Mo-to-mo. Civil engineering firm.
Starboard Services	48.00	Mo/Mo	11/1/2027	Land for 8x20 conatiner storage
Stephen's Marine	63.10	Mo/Mo	2/1/2027	Temporary storage - moving into Jochems building.
Stephen's Marine	1,418.10	Mo/Mo	11/1/2027	Jochems Unit A
Takaki, Jennifer Alys	130.93	Mo/Mo	10/1/2027	Month-to-month. Outdoor dining area.
The Shop Cooperative	92.92	Mo/Mo	9/1/2027	Land for placement of 8'x40' contianer.
The Shop Cooperative	1,272.78	Mo/Mo	11/1/2027	Bldg. 1 rental agreement. Will add to lease in the spring.
Waterline Boats	120.00	Mo/Mo	8/1/2027	Month to month land rental for boat storage
Waterline Boats	751.50	Mo/Mo	11/1/2027	Jochems Unit C

Point Hudson - PROPERTY	NOVEMBER 2026			
LEASE NAME	**Lease Amount**	**Lease Expiration**	**NEXT CPI/ STEP Incr.**	**REMARKS**
Best Coast Canvas	796.42	9/30/2029	10/1/2027	SW end,ground floor. New lease. Ann. CPI/MR beg yr 3, every 3 yrs (deposit follows MR schedule)
Brion Toss Yacht Rigging	1,999.75	9/30/2029	10/1/2027	New 5 + 5 lease. 1154 sf marina-facing; 1246 sf int floor space; 43 sf paint locker. Ann CPI/MR-3yr
Chums A Shop by the Sea	701.01	11/30/2026	12/1/2027	1 year lease with 1 year option.
Commanders Beach House	2,877.18	4/30/2030	5/1/2027	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. CPI
Hudson Point Café-(Flanigan)	1,940.41	6/30/2030	7/1/2027	CPI/MR increases. Assigned to Laura Flanigan & Luke Flanigan 4/1/24. Exercised option 3/11/25.
Marine Resources Consultants Inc.	577.22	9/30/2029	10/1/2027	
Puget Sound Express	2,402.27	5/1/2034	6/1/2027	1600 sf Carpenter's Bdg; 850 sf shop in Armory Bdg; 4 car spaces.
Puget Sound Express	2,818.08	9/1/2031	9/1/2027	
Salish Grill / TNT Restaurants LLC	3,765.04	4/30/2027	5/1/2027	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	3,166.29	10/31/2031	11/1/2027	
The Artful Sailor	1,056.05	11/30/2027	12/1/2027	Combined 2 agreements into one lease. 1+1+1.
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. Bldg inspection passed 8/15/24-rent increase, per lease.
Northwest Maritime Center	1,584.83	6/30/2051	7/1/2027	Amend 1: commence building structure by 6/30/2031, complete w/I 12 mos.
Shannon Partners LLC/SEA Green Partners	4,035.46	9/30/2038	10/1/2027	*7/1/27 rent incr to $5,090.71.Ann CPI. Beg 7/1/2032 and every 5 yrs after market rent incr.
Brooks, Cindy	48.17	Mo/Mo	7/1/2027	Month to month storage for wherry.
Chapin, Steve	214.08	Mo/Mo	5/1/2027	Mo/Mo, continued rental of land in Back 40 for storage containers.
Chums A Shop by the Sea	38.40	Mo/Mo	7/1/2027	Month to month used for sales
Hall, Jason	304.13	Mo/Mo	9/1/2027	
Klontz Engineering	1,240.00	Mo/Mo	9/1/2027	
Lilac & Fig LLC	428.67	Mo/Mo	7/1/2027	
Mark Kielty Design	319.00	Mo/Mo	8/1/2027	Rental agreement for PH water-viw office. CPI Annually.
Northwest Maritime Center	95.15	Mo/Mo	6/1/2027	Temporary storage of Conexbox for WBF items.
Northwest Maritime Center	435.54	Mo/Mo	10/1/2027	Fenced storage space, ground floor of Armory Bldg.
OM LLC	319.00	Mo/Mo	6/1/2027	Small office, Main Building.
Salish Grill / TNT Restaurants LLC	43.20	Mo/Mo	4/1/2027	Month to month agreement for a parking spot next to Salish Grill
Seaside Sauna	600.00	Mo/Mo	5/1/2027	Month to month agreement for suana operation
University of WA - Sea Grant	692.22	1/31/2030	2/1/2027	5 year lease. CPI/MR.
Washington Dept. Fish & Wildlife	19.81	Mo/Mo	6/1/2027	Storage of spare boat motor in a crate.
Washington Dept. Fish & Wildlife	34.19	Mo/Mo	7/1/2027	Strip of land on N side of Cupola Annex for crab pot, tool, misc storage.
Washington Dept. Fish & Wildlife	163.92	Mo/Mo	8/1/2027	Old Customs fenced storage area
Washington Dept. Fish & Wildlife (DES)	1,852.69	Mo/Mo	11/1/2027	Cupola Annex. Add to master lease at option date 3/31/24.
Wolfe, Katrina	650.93	Mo/Mo	4/1/2027	Issued a No Rent Access Period" agreement for mo of Mar 2025 for specified improvements

JCIA - PROPERTY	NOVEMBER 2026			
LEASE NAME	Lease Amount	Lease Expiration	NEXT CPI/ Step Incr.	REMARKS
Aurora Aircraft Maint. & Restoration	670.55	10/31/2031	11/1/2027	*Option 1: 11/1/21 thru 10/31/26(exercised). Option 2: 11/1/26 thru 10/31/31.
A Hangar Condo Association	1,451.22	11/20/2045	12/1/2027	E & F Condos/Hangars. Amend 2 corrected 'E' land to 10,112 sf & 'F' land to 9,880 sf (19.992 sf)
Dow, Jeffery	443.50	12/31/2028	8/1/2027	11/2010 Assumed lease. Port Policy Adj./CPI Annually.
Erickson, Warren & Karen	238.46	7/26/2057	3/1/2027	Port Adjustment every 3 yrs/CPI annually (Ins w/Grandy & Piper)
G Hangar Condo Assoc.	764.88	6/30/2047	7/1/2027	Port Policy Adj./CPI Annually. Replacement issued as Amend 1 never notarized.
Grandy, Richard	238.46	7/26/2057	3/1/2027	Port Adjustment every 3 yrs/CPI annually (Ins w/Erickson & Piper)
Hangar C Group LLC	815.93	4/30/2053	12/1/2027	MR every 3 yrs/ann CPI/term extended to2053. Amend #6. CPI
H-Hangar Corp. @ JCIA	733.21	6/22/2049	7/1/2027	Port Adjustment every 3 yrs/CPI annually.
Jeffco Flyers	1,176.53	12/31/2075	1/1/2027	Port adjustments every 3 yrs/CPI annually. Deposit increase every 3 yrs.
JEFFCO Hangar Assoc., Inc.	853.30	11/30/2041	12/1/2027	New 20-yr lease. Annual CPI, MR every 5-years.
Jefferson Co Airport Condo Owners Assoc	2,443.67	7/26/2057	3/1/2027	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. IN HOLD OVER
Jefferson Timber Cooperative	3,140.85	3/31/2055	4/1/2027	30-yr lease, one 10-yr option. MR adj beg yr three/annual CPI.
K-Hangar Assoc. @ JCIA	723.77	12/9/2049	5/1/2027	Port Adjustment every 3 yrs/CPI annually.
L Hangar Condo Assoc @JCIA	725.56	10/31/2048	10/1/2027	Port Adjustment every 3 yrs/CPI annually.
Morrison, Neil	218.54	4/30/2053	5/1/2027	Port Adjustment every 3 yrs/CPI annually.
Morrison, Neil	218.54	4/30/2053	5/1/2027	Port Adjustment every 3 yrs/CPI annually.
Piper, James E.	238.46	7/26/2057	3/1/2027	Port Adjust every 3 yrs/CPI annually (Ins w/Erickson & Grandy). Assignment 9-13-24. $302 fee.
Port Townsend Aero Museum	1,327.53	7/31/2052	5/1/2027	3 Amendments. MR every 3 years.
Port Townsend Aero Museum	317.03	4/30/2053	5/1/2027	Port Adjustment every 3 yrs/CPI annually.
Puget Sound Express	449.39	10/8/2050	10/1/2027	Port Adjustment every 3 yrs/CPI annually.
Sellick, Kim	72.70	Mo/Mo	4/1/2027	Purchased t-hangar from D. Pratt.
Spruce Goose Café (Goosin Around)	290.26	9/30/2029	10/1/2027	Assigned, Assumed, Amended 7/1/24 from Casual Affair to Goosin Around.
Station Prairie, LLC	685.77	4/30/2072	5/1/2027	50-yr lease for hangar construction. Bruce Seton. *Annual deposit adjustments.
Wexman, Scott & Diana Levin	307.42	3/31/2053	4/1/2027	Assumed Odom lease 10/03/14-CPI Annually/MR every 3-years.
Coote, Norman	74.33	Mo/Mo	11/1/2027	Purchased from Dennis Broderson estate.
Eber, Lorenz	80.00	Mo/Mo	1/1/2027	Purchased hangar from Tom Brotherton. Month-to-month land agrmnt.
Islam, Marc	72.70	Mo/Mo	5/1/2027	Purchased t-hangar from Garth Roethle.
JCIA PORT-OWNED HANGAR #101	285.45	Mo/Mo	1/1/2027	Port-owned hangar
JCIA PORT-OWNED HANGAR #102	285.45	Mo/Mo	1/1/2027	Port-owned hangar
JCIA PORT-OWNED HANGAR #107	285.45	Mo/Mo	1/1/2027	Port-owned hangar
JCIA PORT-OWNED HANGAR #108	285.45	Mo/Mo	1/1/2027	Port-owned hangar
JCIA PORT-OWNED HANGAR #201	285.45	Mo/Mo	1/1/2027	Port-owned hangar
JCIA PORT-OWNED HANGAR #202	285.45	Mo/Mo	1/1/2027	Port-owned hangar
JCIA PORT-OWNED HANGAR #203	285.45	Mo/Mo	1/1/2027	Port-owned hangar
JCIA PORT-OWNED HANGAR #205	285.45	Mo/Mo	1/1/2027	Port-owned hangar
JCIA PORT-OWNED HANGAR #206	285.45	Mo/Mo	1/1/2027	Port-owned hangar
JCIA PORT-OWNED HANGAR #207	285.45	Mo/Mo	1/1/2027	Port-owned hangar
JCIA PORT-OWNED HANGAR #208	285.45	Mo/Mo	1/1/2027	Port-owned hangar
Lemanski, Tom & Linda	70.00	Mo/Mo	2/1/2027	Purchased from Brendon Townshend
Lemanski, Tom & Linda	80.00	Mo/Mo	4/1/2027	
Port Townsend Aero Museum	80.00	Mo/Mo	5/1/2027	7/01/2013 Bought T-Hangar next to his bldg.

PORT OF PORT TOWNSEND
INFORMATIONAL MEMO

DATE: November 10th, 2026

TO: Commissioners

FROM: Heron Scott, Lease & Contracts Administrator, & Natalie Toews, Project Administrator

CC: Eron Berg, Executive Director

SUBJECT: **November 10th, 2026 Commission Meeting** – Commission Update: New/Amended Contracts of $100,000 or less, Approved by Executive Director Eron Berg, per Delegation of Authority Resolution No. 835-25, and any New Contracts Executed Since Prior Commission Meeting.

Port of Port Townsend Contracts – Admin/Oper- New

Contractor	Project	Port Contact	Contract Value/Not to Exceed
Marketing Services	Boat Geeks Media	Kristian Ferrero	$72,000.00

Port of Port Townsend Contracts - Eng/Cap – New

None

Port of Port Townsend
Upcoming Commission Meetings Calendar 2026 (Tentative Agenda Items)

Date/Time		Item/Topic	Location	Absent
Wed., Nov. 11		*Holiday -Port Offices Closed - Veteran's Day*		
Mon-Wed. Nov. 16-18	Spec. Mtg.	North Olympic Development Council (NODC) 2026 North Olympic Peninsula Energy & Environmental Resilience Conference (Quorum: Hasse and?)	Northwest Maritime in Port Townsend, Washington	
Tues., Nov. 24 1 pm	Spec. Mtg.	Hold for Special Meeting (if needed) to Adopt 2027 Budget	Pav	
Thurs.Nov.26-27		*Holiday -Port Offices Closed*		
Wed., Dec. 2 1pm	Spec. Mtg.	Committee Appointments to Prepare Arguments for the Third Industrial Development District Levy	Pav	
Wed-Fri. Dec.9-11	Spec. Mtg.	WPPA Winter Meeting	Vancouver, WA 301 W. 6th	PH
Wed., Dec. 16 9:30 am	Workshop	2027 Committee Assignments	Pav	
Wed., Dec. 16 1 pm	Meeting	Harbormaster Report 2026 Financials Contract/Lease Update	Pav	
Wed., Dec. 16 5pm	Spec. Mtg.	24th Legislative District Social Gathering	Pav	
Thurs., Dec. 17 5pm	Spec. Meeting	Intergovernmental Collaborative Group	Pav	
Fri., Dec. 18 12 pm	Spec. Meeting	Tentative - All Port Offices Close at 11:30 a.m. and Staff Employee Recognition/Holiday Gathering (Commission quorum)	Pav	
Thurs/Fri Dec. 24-25		*Holiday- Port Offices Closed*		
Fri., Jan. 1		*New Year's Day - Holiday-Port Offices Closed*		
Wed., Jan. 13 9:30 am	Workshop		Pav	
Wed., Jan. 13 1pm	Meeting	2027 Organizational Topics (Election of Commission Officers, Committee Assignments, Review Commission Meeting Procedures, Delegation of Management Authority, Commission Annual Meeting of Industrial Development		

Port of Port Townsend
Upcoming Commission Meetings Calendar 2026 (Tentative Agenda Items)

		Corporation of the Port of Port Townsend (Elect Officers, Minutes, Review Financial Statement 2026)		
Mon., Jan. 18		*Martin Luther King Jr. Holiday-Port Offices Closed*		

Not Yet Scheduled Topics:

Economic Development Strategy	Ongoing/TBD
Energy Resilience	TBD
Manufacturing hub	TBD
Future industrial land opportunities	TBD
Skills & trade training	TBD