

# AGENDA

## Special Meeting

### Intergovernmental Collaborative Group

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

**Thursday, May 23, 2024 at 6:00 p.m.**

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

You can join this meeting by using the following methods:

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

In the event of technical difficulties, at least one of the methods above will be accessible to the public. Please try all methods first before emailing [carolyn@co.jefferson.wa.us](mailto:carolyn@co.jefferson.wa.us) to report any issues.

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

To view meeting materials and any public comments received click here: [www.co.jefferson.wa.us](http://www.co.jefferson.wa.us) – Services – Laserfiche Web Portal (username and password is: public) – Board of Commissioners – Boards & Committees – Intergovernmental Collaborative Group – ICG 2024 – And then the month/date of meeting

- I. **WELCOME** (5 min)  
Call to order & framing by Rotating Chair Jeff Randall (Jefferson PUD No. 1)
- II. **PUBLIC COMMENT PERIOD** (15 min)
- III. **APPROVAL OF MINUTES:** February 15, 2024
- IV. **PRESENTATION** re: Community Wildfire Protection Plan and Interagency Partnership and Inspections (30 min)
- V. **UPDATE** re: Jefferson County Drought Conditions (10 min)
- VI. **UPDATE** re: Growth Management Steering Committee (10 min)
- VII. **UPDATE** re: Healthier Together/Pool Initiative (10 min)

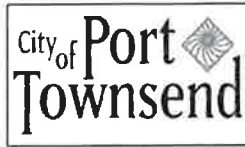
**VIII. AGENCY ROUNDTABLE (45 min)**

Jurisdiction updates

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

**IX. NEXT STEPS/FUTURE AGENDA ITEMS**

**X. ADJOURN (8:00 p.m.)**



**DRAFT**

## MINUTES

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

Thursday, February 15, 2024 at 5:00 p.m.

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

ICG Members and staff present:

**Jefferson County Board of Commissioners:**

Commissioner Kate Dean, Commissioner Heidi Eisenhour, Commissioner Greg Brotherton

Staff present: County Administrator Mark McCauley, and  
Department of Community Development Director Josh Peters

**Port Townsend City Council:**

Mayor/Councilmember David Faber, Councilmember Ben Thomas, Councilmember Owen Rowe,  
and Councilmember Monica Mick-Hager

Staff present: Long-Range Planner Adrian Smith

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

President/Commissioner Jeff Randall, Commissioner Dan Toepper, and Commissioner Kenneth Collins

Staff present: General Manager Kevin Streett

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

President/Commissioner Pam Petranek, Commissioner Pete Hanke, and Commissioner Carol Hasse

Staff present: Executive Director Eron Berg

**CALL TO ORDER:** Jefferson County Commissioner/Rotating ICG Chair Kate Dean called the meeting to order at 5:02 p.m. after establishing a quorum.

**PUBLIC COMMENT PERIOD:** Two comments were received.

**APPROVAL OF MINUTES:** Member Eisenhour moved to approve the Regular ICG Meeting Minutes of November 16, 2023. Member Randall seconded the motion. The motion carried.

**PRESENTATION re: Growth Management Steering Committee (GMSC):** Department of Community Development (DCD) Director Josh Peters, and City of Port Townsend Long Range Planner Adrian Smith were present to provide an update on the GMSC which included a review of the membership, their role, data used, reporting and recommendations to the ICG, Jefferson County Commissioners to will be approving allocations, and Jefferson County and the City of Port Townsend will use GMSC's findings in their Comprehensive Plans, ensuring efficient resources for our population. Director Peters and Planner Smith answered questions posed by those in attendance.

**UPDATE re: Recompete Grant:** Member Brotherton provided a report on the Recompete Grant which included status on projects, noting that some projects were not quite ready. The goal is to address the Prime Age Employment Gap (PAEG) and assist with barriers in the workforce, such as childcare costs, and social service programs. He added that there were quite a few subcommittees created during this process. Member Brotherton excused himself for the remainder of the meeting at 6:26 p.m.

**UPDATE re: Jefferson County Emergency Management:** Emergency Management Director Willie Bence was present and provided a presentation on the Jefferson County/Port Townsend Multi-Jurisdictional Hazard Mitigation Plan (HMP) and the Comprehensive Emergency Management Plan

(CEMP) renewal. He answered questions posed by those in attendance. More information can be found by going to: [bit.ly/jeffcohamit](https://bit.ly/jeffcohamit) and [bit.ly/jeffcocemp](https://bit.ly/jeffcocemp).

**AGENCY ROUNDTABLE:** The following topics were discussed:

- Port of Port Townsend:
  - Mobile travel lift grant award; crane to be built in 2025
  - Jetty work will be finalized today
    - March 1, 2024 there will be an event to welcome boats back to the marina
    - Grand reopening of Point Hudson will be held on April 24, 2024
  - 100 Year book regarding the history of the Port of Port Townsend will be published in April 2024
  - Shorts Farm update
  - 2024 Airport Master Plan
- Jefferson Public Utility District No. 1:
  - Addressing cold weather/low power issues
    - Led to improvements at substations
    - Over \$100 Million needed for improvements
    - New home fees will help fund projects for electric grid
  - Broadband update
    - Work is beginning in East Quilcene
  - Addressing lead abatement in water supplies
- City of Port Townsend:
  - Comprehensive Plan is moving forward
  - Wrapping up public hearing on sewer rate increases
  - Launched website re: Comp Plan and public outreach
- Jefferson County:
  - Update on the Port Hadlock Sewer Project
  - Aquatic Center; task force created
  - Update re: Community Wildfire Protection Plan

**NEXT STEPS and FUTURE AGENDA ITEMS:** The Commissioners and ICG members discussed the date of the first Growth Management Steering Committee meeting, which will be held on March 5, 2024 at 6:00 p.m. at the Jefferson County PUD No. 1. Also discussed was the date of the next ICG meeting, which will tentatively be held on May 23, 2024 at 6:00 p.m.

**NOTICE OF ADJOURNMENT:** Rotating Chair Dean adjourned the meeting at 7:13 p.m. until the next regular meeting or special meeting as properly noticed.

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Carolyn Gallaway  
Jefferson County Clerk of the Board

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Date