



**Jefferson County Resolution No. \_\_\_\_-20  
City of Port Townsend Resolution No. 20-\_\_\_\_  
Port of Port Townsend Resolution No. \_\_\_\_-20  
Jefferson County Public Utility District Resolution No. 2020-\_\_\_\_\_**

**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**

**WHEREAS**, the community of Jefferson County faces a myriad of issues that are interrelated and broadly involve community organizations, individuals, businesses, non-profits and governmental entities; and

**WHEREAS**, Jefferson County is a political subdivision of the State of Washington formed in 1852 to provide general purpose governmental services throughout Jefferson County; and

**WHEREAS**, the City of Port Townsend is a code city, incorporated in 1860, to provide general purpose governmental services within the city's limits; and

**WHEREAS**, the Port of Port Townsend is a countywide special purpose district formed in 1924 to own and operate facilities including maritime, aviation, commercial and industrial facilities and is specifically charged with a mission of broad economic development throughout Jefferson County; and

**WHEREAS**, Jefferson County Public Utility District Number 1 is a countywide special purpose district formed in 1939 to restore ownership of key public utilities to the people and currently owns and operates water, sewer, electric and fiber optic utilities; and

**WHEREAS**, the four entities have broad authority under state law to collaborate, including under RCW 39.34; and

**WHEREAS**, the four entities joined forces to work together with the community in 2020 to develop a COVID-19 Recovery & Resiliency Plan; and

**WHEREAS**, that experience was positive and demonstrated broad value in providing a regularly scheduled opportunity for the four entities' governing bodies to meet collectively for the purpose of collaborating; and

**WHEREAS**, Jefferson County, the City of Port Townsend, the Port of Port Townsend and the Jefferson County PUD desire to maintain a formal process of intergovernmental collaboration to address significant issues of mutual interest;

**NOW, THEREFORE, BE IT RESOLVED** by the Jefferson County Board of Commissioners, City Council of the City of Port Townsend, the Port of Port Townsend and Jefferson County PUD as follows:

**Section 1. Intergovernmental Collaborative Group (ICG).** The collective governing bodies of Jefferson County, the City of Port Townsend, the Port of Port Townsend and Jefferson County PUD, when meeting jointly for the purposes outlined in this resolution shall form the ICG. The express purpose of the ICG is to provide the forum within which community leaders from the County, City, Port and PUD may collaborate on significant issues of mutual importance. Those topics may include, for example, housing, economic development, infrastructure, including broadband, climate change, behavioral health and food security. Additionally, the ICG will monitor and support the implementation of the COVID-19 Recovery & Resiliency Plan. The ICG may express shared opinions and positions of the four bodies, and advocate for the same. The ICG may not expend any money, own any property, or obligate any of the four entities in any way.

**Section 2. Process.** All meetings of the ICG will be subject to the Open Public Meetings Act, actions will be taken by consensus, a quorum is a majority of each of the four entities' elected officials, meeting procedures will be established by the group, and the duty of chairing the meeting will rotate among the entities' presiding officers, in order of formation.

**Section 3. Meetings.** The 2021 regular meeting calendar (all meetings at 5:00 P.M.) is established as follows:

February 18  
May 20  
August 19  
November 18

In addition to the regular meetings, it is the desire of the parties to establish a schedule of "Community Conversations series" special meetings that include invited guests to provide relevant information to the ICG for the purpose of invigorating the discussion among the community and its elected leaders.

Special meetings may be called in accordance with RCW 42.30.080 by agreement of the ICG at a properly noticed meeting, or by joint agreement of the presiding officers of the four entities.

The principal location and website for ICG notices is that of Jefferson County. The main website reflecting workplan and related documents is at [www.jeffcotogether.net](http://www.jeffcotogether.net).

**Section 4.** The last meeting of the ICG shall be completed no later than December 31, 2021 at which time the entities may extend, modify and/or reform the ICG. The chairperson of that final meeting is authorized to approve the minutes from that meeting.

[APPROVAL SIGNATURES OF EACH JURISDICTION ARE ON FOLLOWING PAGES]

Jefferson County Resolution No. \_\_\_\_-20

**JEFFERSON COUNTY, WASHINGTON**

**APPROVED AND SIGNED** this 16<sup>th</sup> day of December, 2020.

SEAL:

JEFFERSON COUNTY  
BOARD OF COMMISSIONERS

Greg Brotherton, Chair

ATTEST:

Kate Dean, Member

Carolyn Gallaway  
Deputy Clerk of the Board

David Sullivan, Member

DRAFT

City of Port Townsend Resolution No. 20-\_\_\_\_\_

**CITY OF PORT TOWNSEND, WASHINGTON**

**ADOPTED** by the City Council of Port Townsend, Washington, at a special meeting thereof, held this 16<sup>th</sup> day of December, 2020.

\_\_\_\_\_  
Michelle Sandoval  
Mayor

*Attest:*

*Approved as to form:*

\_\_\_\_\_  
Joanna Sanders, MMC  
City Clerk

\_\_\_\_\_  
Heidi Greenwood  
City Attorney

DRAFT

Port of Port Townsend Resolution No. \_\_\_\_-20

**PORT OF PORT TOWNSEND**

**ATTEST:**

\_\_\_\_\_  
Pam Petranek, Secretary

\_\_\_\_\_  
Peter W. Hanke, President

\_\_\_\_\_  
William W. Putney III, Vice President

APPROVED AS TO FORM:

\_\_\_\_\_  
Port Attorney

DRAFT

**PUBLIC UTILITY DISTRICT NO. 1  
OF  
JEFFERSON COUNTY**

\_\_\_\_\_  
Dan Toepper, President

\_\_\_\_\_  
Kenneth Collins, Vice President

ATTEST:

\_\_\_\_\_  
Jeff Randall, Secretary

DRAFT