

**PORT COMMISSION SPECIAL MEETING– Monday, October 24, 2016**

The Port of Port Townsend Commission met in special session at the Commission Building, 333 Benedict Street, Port Townsend, WA

Present: Commissioners –Tucker & Clinefelter  
Executive Director – Gibboney  
Auditor – Berg  
Director of Operations & Business Development - Englin  
Minutes –Nelson  
Present via Speaker Phone: Commissioner Hanke

**I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:**

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

**II. SECOND READING:**

Ms. Berg presented the abbreviated (3<sup>rd</sup>) draft version of the Budget (included in meeting packet), as requested by the commission. She stated this version reflects a “cash neutral” budget. She also discussed the Budgeted Cashflow projections.

Ms. Gibboney briefed on the Capital Budget and on budgetary goals for the Port. She explained staff would work on rate restructuring and increases after the adoption of the Budget. She asked the commission if the presented draft Operating and Capital Budget reflects their budgetary goals. Ms. Gibboney explained that the approval of the Capital Improvement Plan (CIP) would provide authorization to staff to work on these projects. She stated the numbers would be fine-tuned as the years progress, which may bring about some changes to those figures.

Further discussion ensued amongst the commission and staff, and the following audience members presented comments and questions:

Jack Becker, Ron Hayes, Elizabeth Becker, Jim Heumann, Bill Putney and Frank Converse.

**Commissioner Tucker moved to send the Budget, as presented, to the Public Hearing (scheduled for October 26, 2016 at 5:30 p.m.).**

**Commissioner Clinefelter seconded the motion.**

**Motion carried by unanimous vote.**

**III. NEXT MEETING / 2017 BUDGET PUBLIC HEARING:**

Wednesday, October 26, 2016 at 5:30 p.m. in the Commission Building, 333 Benedict Street, Port Townsend, WA.

**IV. ADJOURNMENT:**

The Special Meeting adjourned at 1:46 p.m. with no further business to come before the commission.

ATTEST:

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Brad A. Clinefelter, Secretary

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Peter W. Hanke, President

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Stephen R. Tucker, Vice President