

PORT COMMISSION MEETING – July 13, 2005

The Port of Port Townsend Commission met in regular session at the Quilcene Harbor Yacht Club in Quilcene, WA.

Present: Commissioners – Beck, Pirner and Sokol
Executive Director – Crockett
Deputy Director – Pivarnik
Operations Manager – Radon
Auditor – Taylor
Attorney – Harris

I. CALL TO ORDER

The meeting was called to order at 1:03 PM.

II. APPROVAL OF AGENDA

Upon motion of Commissioner Sokol, the Agenda was unanimously approved with the addition of acknowledging Commissioner Pirner's birthday.

III. CONSENT AGENDA

- A. Approval of Minutes – 6/22/05
- B. Approval of Warrants
 - #32580 through #32608 in the amount of \$31,676.94
 - #32609 through #32615 in the amount of \$47,592.63
 - #32616 through #32692 in the amount of \$193,359.69
- C. Write-off Register

Upon motion of Commissioner Pirner, the Consent Agenda was unanimously approved.

IV. PUBLIC COMMENTS (Not related to agenda)

There were no public comments not related to agenda.

V. OLD BUSINESS

A. Shoreline Master Program (SMP) Update

Mr. Crockett gave a description of the SMP process, and handed out some pertinent draft sections that are going to the Planning Committee. He explained everything is subject to change. Mr. Crockett laid out the timeline for approval, and reviewed the essential elements, which included the Boat Haven, Kah Tai, Point Hudson and a restoration chapter. There was brief discussion by Commissioners Sokol and Beck.

B. Airport Bid Update

Mr. Crockett reported three bids received by the bid opening. The low bid had some missing information, and there is some concern with relation to “minority/disadvantaged business” factors and the FAA. Apparently that bid is a company that falls into that category, but they did not initially supply that information. The other two bidders have claimed various irregularities in the competing bids. The Commission and Port counsel discussed whether to continue this matter in executive session to determine the next steps they should take. There are time constraints on this matter. FAA grant money requires a contract by August 2, 2005. After further discussion, it was agreed that for legislative issues, an executive session was appropriate on this topic.

VI. NEW BUSINESS

A. Operations Reports – Month of June 2005

Mr. Radon reviewed June: another good month across all levels of operation. Boat Haven: nightly guest moorage was up, 516 vs. 491 in June 2004; haulout has continued to be real busy, a very close pace to the record year of 2004. The shipyard is doing more than the same time last year; lineal feet were up in both the boat yard and the shipyard. Point Hudson: while we were down slightly in June over same time last year for boat moorage, we are ahead of 2004 on the year overall. RVs are showing a slight increase, 654 this June vs. 618 for June 2004, despite the price increase for the premium spaces.

Commissioner Pirner asked for clarification of how the boatyard capacity can top 100% on a couple days. Mr. Radon explained they found additional room and got creative in placement of boats, in order to meet the demand. They also got more jack stands in to meet the needs, as they nearly ran out of those resources. Commissioner Beck inquired about the employment numbers of the marine trades in the Boat Haven. Exact numbers are not known, but the businesses seem more active than in the last 5 years and there are new faces.

B. Intergovernmental Meeting

Mr. Crockett has issued a call for topics for the next intergovernmental meeting. PUD will be hosting it Sept. 13, 2005. By next regular Port Commission meeting we can come up with no more than three topics. It's early, yet.

C. Year 2006 Operating Budget and Capital Facilities Plan – Proposed Schedule

Mr. Taylor discussed the schedule for developing the 2006 budget, beginning with next week. He remarked it is pretty much in keeping with previous years' schedules. Mr. Taylor asked if anyone would like to go back to seeing supervisors present their own budgets on the department level. Commissioner Sokol remarked that based on feedback he received, supervisors invited to do so felt that someone listened to them, and it had a lot of value. He also pointed out that there could possibly be a new item for consideration. EDC discussed ex-officio members be assessed a membership fee. This could affect Port of Port Townsend. As of right now there is no indication what could come of this.

Mr. Crockett indicated that previously the Port has handled EDC matters by contract, on a project-by-project basis. He said he would seek information at the Port Director's meeting later this week as to what other port's arrangements are with their EDC's.

D. Bond Underwriter Selection Process

Mr. Taylor discussed need in the next year or two for construction funds, and therefore will interview four firms for Bond Underwriter. Alan Dashen will assist in process. It will probably be a \$7 million + bond issue. Hope to have a recommendation by first Commission meeting in August. Discussion followed. Interviews are Aug. 2, 2005.

VII. STAFF COMMENTS

Mr. Crockett indicated need for 30-45 minutes for executive session, and there could be a decision.

Mr. Radon discussed the Mats Mats launch ramp issue. Process was moving along, then came to a halt when Corps of Engineers did not approve permit; they want more information; they discourage pouring concrete ramp in-place and instead want excavation and pre-poured panels constructed upland then craned into place. This will involve much more cost; project cost will be elevated above that requiring shoreline exemption and would have to go another route. Not feasible at this time; will continue to pursue solution to this problem.

Mr. Pivarnik said 46 applications were received for maintenance position being vacated by retiring employee Steve Van Pelt. Interviews in early August. Separate matter, still negotiating with aircraft maintenance company for 20,000 sq. ft. building at airport.

Mr. Crockett remarked that if FBO, airport taxi lane / hangar project, museum, and other things get going out at airport, the airport will be far different in 6 months. Separate matter, Mr. Crockett made mention of a helicopter operating inappropriately at airport. Numerous complaints are now prompting a letter from Port. Separate matter, recycling bins: more people happy they were moved from industrial shipyard than unhappy. Meeting next week among Port, City and County officials will try to determine new location.

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Mr. Crockett will be gone through Friday at the annual WPPA Port Director's conference.

VIII. PUBLIC COMMENTS

Clair Candler inquired about height restrictions on restaurants at Point Hudson. Mr. Crockett said there is a 35-foot height restriction by State Shoreline Master Act within 200 ft. of water.

Gloria Bram questioned divergences in three bids for airport. Mr. Harris and Commissioner Beck indicated this would be discussed in the executive session. Ms. Bram also asked for clarification on public hearing and workshop dates for SMP.

IX. COMMISSIONER COMMENTS

Commissioner Pirner thanked others for birthday cake.

Commissioner Beck remarked on the Quilcene community water system and recommended sending letter of support to PUD, on core business section. They're in a comment period.

X. NEXT MEETING: **Wednesday, July 27, 2005 at 7:00 PM, Tri-Area Community Center, Chimacum**

XI. EXECUTIVE SESSION

The Commission recessed at 2:19 PM in order to move to executive session.

XII. REGULAR SESSION (Reconvened):

The regular meeting reconvened at 2:59 PM with no action taken.

XIII. ADJOURNMENT

The regular meeting was adjourned at 3:00 PM.

Recorder: D. Kilburn

ATTEST:

President

Secretary

Vice President