

## **PORT COMMISSION MEETING – September 12, 2007**

The Port of Port Townsend Commission met in regular session in the Port Commission Chambers, 375 Hudson Street, Port Townsend, WA

Present: Commissioners – Beck, Sokol, Thompson  
Executive Director - Crockett  
Deputy Director – Pivarnik  
Marine Facilities Director - Radon  
Auditor – Taylor  
Senior Accountant/Recorder – Hawley  
Attorney – Harris

### I. CALL TO ORDER

The meeting was called to order at 1:00 PM.

### II. APPROVAL OF AGENDA

**The agenda was amended to reflect the additions to: Old Business of Item D – Quilcene Operators Contract and Item E – Shipwrights Co-op Proposal for Building Extension, and to New Business: Item E – Port of the Year and Item F – Contract for Centerline Construction. Upon motion of Commissioner Beck, the amended agenda was unanimously approved.**

### III. CONSENT AGENDA

- A. Approval of Minutes – 8/22/07
- B. Approval of Warrants  
#37687 through #37690 in the amount of \$332,073.65  
#37691 through #37725 in the amount of \$44,901.47  
#37726 through #37735 in the amount of \$68,816.86  
#37736 through #37817 in the amount of \$261,634.79  
#37632 and #37635 as VOIDS

**Upon motion of Commissioner Beck the Consent Agenda, as presented was unanimously approved.**

### IV. PUBLIC COMMENTS (Not related to agenda)

Forrest Rambo suggested the term Length Over Water (LOW) be used to describe the way in which boats were measured.

Glen Paris-Stamm suggested that the Port consider purchasing an electric car for Port Security employees as, in her opinion, it would eliminate any problems incurred with bicycle usage.

A brief discussion followed which included that purchase of a newer truck for security had been budgeted for and that use of the bicycle was effective in that it was quiet and economical.

### V. OLD BUSINESS

#### A. Amendment to Contract for Creative Design Solutions:

Mr. Pivarnik informed that this amendment was for the Quilcene septic designer who was now required, by the Jefferson County Health Department, to provide on-site construction supervision during installation. Mr. Pivarnik reminded that the septic design permitting had taken longer than expected due to various problems. The amendment increased the contracted amount by \$5,000.

**Commissioner Beck made a motion to accept the Amendment to the contract with Creative Design Solutions in an amount up to \$5,000. Motion carried by unanimous vote.**

#### B. Water and Electric for Quilcene:

Mr. Pivarnik reminded the Commission that the concrete holding tank (located approximately 500 feet away from the wellhead) for water from the Quilcene well, (located approximately 3,000 feet away from the Marina) had been “red-tagged” by Washington State, Department of Labor and Industries two years ago. He informed that since installation of water meters, it had been noted that large quantities of water were being lost due to the numerous breaks in the water pipe coming down the hill. He stated that, as a Class A water system, the State and County would not let us continue to operate the waterline without upgrades to the system, which would include routing 2,500 feet of new 6 inch water line pipe down the hill. Doing so, he stated, would increase the fire flow. At the same time, all new electrical power needed to be installed to the top of the hill. He advised that a preliminary estimated

cost of the proposed project was \$110,000. He advised that the project had not been budgeted for in 2007 and that Staff was unsure of exactly where the revenue for the proposed project would come from.

Discussion followed regarding the Quilcene Marina, the septic drain field and the many problems still to be dealt with at that Marina. It was also established that electricity was needed to power the septic pump.

Mr. Pivarnik advised that a temporary, band-aid fix, to the problem would cost approximately \$20,000 and would provide electricity to the septic system. However, he noted, the Department of L&I requirement was for the Port to replace all the electrical wiring to the wellhead. The additional problem of the water leaks would still need resolution. It was Staff's belief that if the Port was going to continue operation of a Class A water system, that a capital investment in the water line should be made.

Discussion followed regarding the 14 water connections currently hooked to the system, one of which was residential; the cost of the re-design; the cost of digging the trench up the hill and that expansion of the reservoir, which is currently too small, would cost approximately another \$100,000.

**Commissioner Beck made a motion to direct Staff to begin the bid process for the water and electric for the Quilcene System.**

Mr. Crockett advised that Staff, at present, had no idea on how to fund the improvements and asked that the Commission give thought to where the money was going to come from.

Mr. Taylor informed that funding for the proposed upgrade would come from the Capital Budget. However, he reminded, that just about every Capital Project this year had cost more than what had been originally budgeted. He reminded that the Quilcene Septic System had been originally budgeted for \$125,000 and that, at present, the costs were pushing \$300,000. He stated that, currently, the Port had \$1,900,000 in approved engineering and construction contracts on the books and that approximately \$800,000 of that would be offset by FAA Grant funds. He reminded that the 2007 Operating Budget, on a cash basis, was forecast to generate \$500,000 less than had been generated from operations in 2006. Mr. Taylor emphasized that he was not stating that there was a cash flow problem but he was pointing out that we had started out 2007 with a little over \$2,000,000 in unencumbered reserves and that the number would be half of that by the end of the 2007.

Mr. Crockett remarked that, perhaps, he had not stated strongly enough in his "white paper" presented at the morning's workshop, about Quilcene, that the money for all of the Quilcene repairs and projects was not going to be generated from the Quilcene revenue stream. Those projects, he noted, would have to be funded from other revenue streams and would impact other projects. He advised that he recommended, for 2008, a slowing down, reflecting and then prioritizing projects, not just in Quilcene, but in general.

Mr. Taylor reminded that we are 4 weeks away from having the first draft of the 2008 budget completed and that we know right now that we are running under budget on revenues from the work yard, ship yard and the nightly RVs, as well as other items that were probably going to come in under budget projections for 2007.

Commissioner Sokol stated that he appreciated the words of caution, however, he asked, was the proposed project one that could be delayed or because it was a Class A water system and that there was a major tenant in Quilcene who depended on clean water if the project should move forward.

Mr. Crockett responded that the answer was "yes" it was critical but that the project could be delayed. However power was still needed for the septic to power the pump.

Mr. Pivarnik reminded that he had said that a temporary fix would run approximately \$20,000 and would provide a Band-Aid fix for a number of years.

Commissioner Sokol wanted clarification of the term "for a number of years"

Mr. Radon informed that he did not think the project should be delayed. He advised that, at present, approximately 500 gallons a day of water was leaking from the old waterline and that it cost money to pump that water. He advised water meters had

been installed in anticipation of the new State regulations placed on Class A Water Systems. He said that with the impact of those regulations and those regulations imposed by the new water efficiency rule coming on line meant that the Port had to be accountable for the water being taken from the ground and how it was distributed. He stated that before the water meters had been installed the full amount of leakage had not been determined.

Commissioner Beck advised that with 21 – 26 people employed there, the project was a priority to him.

Commissioner Thompson stated that it was his opinion that we should complete this project.

Mr. Radon clarified that the project, although the costs were initially steep, would provide critical infrastructure that would be used well into the future perhaps for the next 20 years in Quilcene.

**Commissioner Beck made a motion to go forward with the \$110,000 water and electric for Quilcene for the well and the septic.**

Mr. Crockett cautioned that the \$110,000 was an approximation, not an established bid.

Mr. Pivarnik clarified that the Port had not gone through a formal bid process and that the \$110,000 was a rough estimate given by the septic contractor on site. He said once the Commission provided direction to Staff to move forward, formal bids would be sought.

**Commissioner Beck amended the motion to read: that Staff be directed to move forward with the water and electrical project for Quilcene and to secure bids for the proposed project. Motion carried by unanimous vote.**

A brief discussion followed regarding whether a contractor would be sought from the small works roster and possible project completion timelines.

Forrest Rambo questioned if the project would add feasibility to putting in RV sites at Quilcene as had been discussed at earlier meetings.

C. 2008 Operating Budget Update:

Mr. Taylor inquired if there was more discussion desired after what had taken place during the morning's workshop.

Commissioner Thompson stated that he would like to recommend, for discussion only, not as a motion, that a 20% discount be given to boat owners who bring their boats in for work done on them by the Marine Trade businesses on their "lay days". He suggested that the Marine Trades business doing the work would notify the Work Yard office when they were not working on a particular boat project

Mr. Crockett informed that we already gave a discount in the Ship Yard for large projects that took 90 or more days to complete. He saw administrative problems in the proposal made by Commissioner Thompson which would need resolution before the proposal would be feasible. He suggested that Staff review it and come back to the Commission with four or five scenarios.

Discussion followed which included who would benefit, if it would be applicable to leasehold businesses only and not apply to independent contractors, how it would be administered and who would be responsible for keeping track of the work done.

Commissioner Beck reminded that there were problems now in getting the Marine Trades to pay the 3% monies as stipulated in the Ship Yard.

Discussion regarding the 3% contribution and how it began developed as well as the fact that the Marine Trades were, initially, supportive of the idea and finally how the payment was on the "honor system".

Mr. Taylor stated that it seemed apparent the proposal was made with the intent of increasing Yard business. He reminded that in 2006 there were two rates in the Work Yard, one rate for projects under 30 days which was .40 cents and another, lesser rate (.35 cents), for projects over 30 days. He reminded that the 2007 budgeted rates were a flat .50 cents for everyone in the Work Yard. He recommended returning to the 2006 model of two rates in the Work Yard, which in

his opinion, would provide a similar end result as Commissioner Thompson's proposal but would be easier to administer.

Discussion followed to include the fact that the lower lay days were what was affecting the yard revenues and that the idea had been to create more turnover in the yard when the rates were raised for 2007 and that getting together with the Marine Trades to see what their opinion was would be entertained, as well, but that the independent contractor should be included also if such a program was begun.

Forrest Rambo suggested that whatever rates were developed for moorage that they go into effect in May 2008 to coincide with the relocation of the boats in the marina from long-term status to a transient status. He also agreed with Mr. Crockett's proposal made in the morning's workshop that any rate change adoption be delayed until spring.

Mr. Taylor informed that unless he heard otherwise, he would develop the budget using the 1% tax levy increase (which could go into the Boat Haven Renovation Reserve) plus new construction.

Commissioner Beck advised that he favored going ahead with adoption of rates during the budget process and not waiting until spring because the problems were not going to go away.

Commissioner Sokol wanted to know what the budget implication would be in changing from the January 1<sup>st</sup> date which the Port had done historically, to April or May to change rates.

A discussion followed regarding rates; deferral of adoption of rates; the fact that we would have a new Commissioner in 2008; going to annual rates instead of three-year rates; and that Paul Sorensen would have had time to provide data regarding the A/B Dock/Commercial Dock upgrade.

Forrest Rambo suggested, in his opinion, one year rates were a much better option and recommended that the Commission adopt a one-year rate plan.

Commissioner Beck stated that the three-year rate plan schedule seemed to work well and that it could be changed in the future if the new Commission chose to do so

**Commissioner Beck made a motion to direct Staff to go ahead with the three year rate schedule as presented during the workshop and get it taken care of and if there is adjustment to be made that they be made at that time.**

Commissioner Thompson stated that he was in agreement with Commissioner Beck and thought that the three-year permanent moorage rate schedule had worked well in the past and that it appeared to be bringing us more in line with the square footage concept.

**\*\*Motion carried by unanimous vote.**

Mr. Taylor stated that he needed direction on whether or not to continue with the Marine Trades 3% surcharge.

Commissioner Sokol asked that Mr. Taylor research the language in the CERB loan first before any decision was made on the surcharge.

Discussion followed to include the CERB loan topic, the fuel dock operation, fuel, and staffing levels for 2008.

Forrest Rambo suggested that, perhaps, a supplier might be willing to supply new pumps at the fuel dock which would defray some of the costs of pump replacement.

D. Quilcene Operator Agreement:

Mr. Radon presented an agreement, which, essentially outlined the arrangements made with Jim Speer to remain at the Quilcene Herb Beck Marina. Mr. Radon informed that the monthly compensation to Mr. Speer was \$500.00 a month and that either partner could terminate the agreement after giving thirty days notice.

**Commissioner Beck moved that we accept the operator agreement, with Jim Speer as presented.**

Forrest Rambo asked if there was a requirement for bonding in the agreement.

Mr. Radon said, "No, there is not".

Mr. Harris informed that Mr. Speer was required to have insurance.

**Motion carried by unanimous vote.**

E: Shipwrights Co-Op

Mr. Crockett reminded that this had been brought up at a meeting a month or so ago and that the Shipwrights Co-op wished to add an extension onto the west side of the existing building. There were two options and diagrams had been provided. Mr. Crockett informed on the details of the extension. He stated that Staff recommendation was that the Commission direct Staff to move ahead and negotiate a lease amendment.

A short discussion about the extension took place.

**Commissioner Sokol made motion to direct Staff to move forward in working with the Shipwrights Co-Op to develop a plan and negotiate a lease amendment for the building extension as presented.**

Commissioner Beck asked Commissioner Thompson if he was still a member of the Co-Op.

Commissioner Thompson responded that he did maintain a relationship with them.

Mr. Crockett advised that Commissioner Thompson might want to abstain from voting on the motion.

**Motion carried by unanimous vote of two Commissioners, with Commissioner Thompson abstaining.**

VI. NEW BUSINESS

A. Operations Report – Month of August, 2007:

Mr. Radon reviewed the monthly operations reports. He advised that permanent moorage was at 385 for August 2007 compared to 393 for the same period in 2006. As had been discussed previously, he stated, a conscious decision had been made earlier in the season to hold down the number of monthly guests. He advised that the Moorage Supervisor at Boat Haven had begun the process of assigning some permanent slips, now that Labor Day and Wooden Boat Festival were over. Nightly guest totals stood at 946 for this year compared to 1159 for August 2006. Mr. Radon advised that the numbers were still significantly ahead for the year at 4828 compared to 4081. Ramp fees, he stated, were strong for dailies: 181 compared to 156 for August 2006. Annual ramp passes sold in August were 25 and were below the 2006 total of 36. The wait list, he explained, remained fairly constant with around 200 folks on the waiting list, most of those in the 35' and up slips.

He continued with the Yard operations and stated there were 90 “outs” in August compared to the record year of 2006 when there were 106 “outs”, there were 94 “ins” compared to 96 for last year and these numbers, he advised brought us closer to 2006 numbers than had been anticipated. He stated that at the beginning of August there were 104 boats in the yard and at the end of the month there were 99 compared to 129 for August 2006. He said that the difference was most apparent in the lay days in the yard, and that projects were being completed quicker and not just sitting in the yard. Long term storage was at 19 boats compared to 22 last year.

He continued by stating that Ship Yard numbers were the same for this August compared to last year with 8 “outs” and 5 “ins”. Cumulative figures for total boat moves were down a bit at 222 compared to 244 for last year at this time. He advised that the graphs now show the running daily totals of how many boats were billed in the Work Yard and the Ship Yard.

Commissioner Thompson requested that a daily list of empty slips be compiled which would show how many empty slips and how many feet of linear moorage was empty on a daily basis.

Commissioner Thompson suggested that under “remarks” that a daily record of empty slips be listed so that at the end of the month a daily figure could be shown. Mr. Radon advised that staff would start doing that.

Mr. Radon proceeded to the Hudson Point information and explained that August was the first full month in the new Marina. The nightly guests for August were 1331 compared to 1109 during 2006.

Mr. Radon finalized his report by stating that, as has occurred all year, the number of RV nightly guests was down to 1147 during August 2007 compared to 1209 in August 2006.

B. Double D Electric Contract

Mr. Pivarnik informed that this contract was for the actual electrical hookup of the electrical to the individual buildings at Hudson Point. The Port received two bids, of which Double D was the low bid at \$20,396.00 plus WSST.

Mr. Crockett stated that coordination between the contractor and the individual businesses for actual hook-up was still needed.

**Commissioner Sokol made a motion to approve the Double D contract for \$22,109.27 including WSST for the connecting of the underground power to the various buildings in Hudson Point. Motion carried by unanimous vote.**

C. Quincy Street Dock

Mr. Crockett stated that he had received a telephone call from American Marine Bank regarding the long term Quincy Street Dock lease held by Kevin Harris. Mr. Harris had applied for a loan to obtain funding to finish the Cannery condominium project.

Attorney Harris informed that the Bank, for security purposes, wanted an assignment of the lease on the dock. The bank would use the lease as collateral in the event of default for foreclosure. Attorney Harris had reviewed the documents and made a few changes.

Commissioner Thompson inquired as to the remaining term on the lease (40 + years) and what the lease conditions. (The Lessee had to maintain the dock).

A brief discussion followed and included that property development would have to conform with local regulations, ordinances, state laws and that since it was over the water it would also have to be in compliance with the Shoreline Master Program just updated by the City of Port Townsend.

Attorney Harris disclosed that he had represented Kevin Harris at the time of the condominium document preparation. He stated that had been the only service he had provided to Kevin. Attorney Harris thought the documents were consistent with the Port policy following the Boat Haven in terms of allowing a tenant to assign a lease for security purposes. He advised that if Mr. Harris defaulted on his loan with the bank then the bank could foreclose, take over the leasehold interest along with the building.

**Commissioner Sokol made a motion to direct the Executive Director to sign the paperwork as required by American Marine Bank for assignment of the Quincy Street Dock Lease as collateral. Motion carried by unanimous vote.**

D. Sale of the Landfall Restaurant

Mr. Pivarnik announced that Tony and Betty Harriman, of the Landfall Restaurant, had approached him last week with notification that they had reached an agreement with two of their employees (Peter and Gina Brown) to buy out the Landfall Lease. The Harriman's plan was to finance the project and their names would remain on the lease document. By the lease terms, he stated, they needed Commission approval to allow the lease to be assigned to the Browns. Mr. Pivarnik advised that there were four years remaining on the lease and it was his opinion that another long-term lease was unwanted by the Port and the Browns had been notified of that fact. He informed there were no negative comments listed on the credit report.

**Commissioner Sokol made a motion that subject to Port Attorney's review and approval of the document that the Executive Director be authorized to sign the lease document assigning the lease to Peter and Gina Brown. Motion carried by unanimous vote.**

E. Port of the Year (POY):

Commissioner Sokol stated that the reason he had added this topic to the agenda was that each year the Washington Public Ports Association (WPPA) Executive Committee selected a Port of the Year. It was apparent, he continued, that 2007 had been an extremely busy year for the Port and he thought we would make a good candidate for selection.

Commissioner Sokol reiterated all the projects the Port had been involved in during the past year. He also reminded of the projects the Port had worked on in cooperation with other governmental agencies. He recommended that Staff put

together four pages of narrative, include project photographs and submit it to the WPPA for review.

**Commissioner Sokol made a motion to direct Port Staff to compile a listing of Port of Port Townsend 2007 projects alone and in cooperation with other governmental agencies and present it to the WPPA for consideration as Port of the Year. Motion carried by unanimous vote.**

A brief discussion followed about what should be included in the presentation and that it had been a very intense year.

F. Contract with Centerline Construction:

Mr. Taylor informed the contract was for the bio-swale ditch along the blacktop on Jackson Street. The Port had received two bids. The one from Centerline at \$9,430.80 including WSST was the low bid. Mr. Taylor reminded that this contract and the one for Double D Electric which had just been approved would be funded out of the LTGO Bond that had been issued for the Hudson Point facility.

Mr. Crockett provided some background by stating that the Port had coordinated with the City of Port Townsend on the project through numerous meetings and negotiations

A discussion followed regarding the proposed boardwalk to be installed in the future and how planting natural sea grass would help with the mitigation of the rain water and also would provide a visual separation between the boardwalk and the road.

Mr. Pivarnik informed that the City Engineer, Dave Peterson, had actually designed the system for us “in house” at no charge to the Port.

**Commissioner Sokol made a motion to authorize the Executive Director to sign the contract to Centerline Construction for \$9430.80 including WSST for the bio swale ditch. Motion carried by unanimous vote.**

VII. STAFF COMMENTS

Mr. Harris suggested that while Clark Land Office was surveying in the Boat Haven that they could also take the opportunity to research and resolve some of the street rights of way and confused platting within the Boat Haven area.

Mr. Pivarnik responded that after being briefed by Mr. Harris a meeting with Clark had taken place and that they were preparing documents for a binding site plan for his review.

A discussion followed which included that one or two meetings would be scheduled with Clark Land Office, Mr. Harris and Port Staff to go over the details on the requested items and issues with the City of Port Townsend.

Mr. Radon informed that filming of the BMP training video was 95% to 99% complete, that edits were in process and that narration had been started and that the Department of Ecology representative was going to be back from vacation and available to do his part of the video. The project had taken longer than anticipated, he said, because of various vacation schedules and the busy summer season.

He informed, additionally, that the Port had submitted its proposal to be part of the joint storm water study the NMTA & Puget Sound Keeper Alliance was putting together and that we are one of the five finalists to be selected to have the testing equipment placed in our yard. He stated that we should know by the end of the week whether we have been selected for the program, which is for testing of ecological treatment solutions to the storm water off the boat yard.

Mr. Harris informed that he had received back from the City of Port Townsend the documents requested regarding the storm water issue.

Mr. Pivarnik stated that it was time for the third Annual Dinghy Fest at Port Hadlock sponsored by the Ajax Café and the Northwest School of Wooden Boats. He advised that insurance documentation, and other Port requirements, had been received.

He informed that the residents of Port Hadlock were most appreciative of the new dock and that we had done a good job of providing the community with access.

Mr. Crockett advised that he had received a phone call from a customs agent from the Port Angeles office and that they wanted to set up a meeting with the Port Security Staff to brief them on certain activities of interest to customs. He said that we would not act as enforcement but would call if suspicious activity was noted.

Mr. Crockett informed that he and Mr. Pivarnik had attended on September 11<sup>th</sup> a meeting at the Port Townsend Yacht Club which had been well attended by Yacht Club members (a

very supportive group). It was evident, throughout the meeting, stated Mr. Crockett that the Yacht Club would like us to not only get on with the proposed A/B Dock, Commercial Dock Rehabilitation project, but also add another 200 slips. He informed that a Yacht Club representative sits on the Advisory Committee for that proposed project.

Mr. Crockett advised that he was going to arrange a meeting with Shannon Kinsella of Reid Middleton, Port Senior Management, Maintenance Supervisor, Larry Aase, Hudson Point Moorage Supervisor, Chris Wenger, Alex Little of Little and Little Construction and others concerned with Hudson Point Marina Project and check off a final punch list on the project. After completion of the punch list, he would send a formal letter to Caicos Corporation informing them on items in need of resolution and giving them a time in which to respond. In that way, he stated, all items would be codified if legal action was necessary in the future.

Commissioner Thompson asked if Reid Middleton would be willing to make a presentation to the Commission. He expressed that he would like to get their feelings on the project as well as get a written report. He informed that he had talked to the lead engineer, Jack Seipel, at Reid Middleton who had suggested to him that there might be grounds for a breach of contract suit.

Mr. Crockett cautioned that things had not yet been finalized and that we should delay making accusations until an attempt was made to resolve issues and reminded that the project was not yet finished.

#### VIII. PUBLIC COMMENTS:

Forrest Rambo asked for a breakdown by boat or slip size of those slips occupied by Jefferson County residents, citing the recent announcement that 85% of the marina permanent moorage customers resided within Jefferson County.

He stated that in regard to the operating budget for the year, that, currently, the line items for travel and training were grouped into one line item and suggested that the items be separated out so that it could be readily seen what had been spent on actual training (seminar costs, books, class-room, etc) vs. mileage and hotel costs for the 2008 budget.

Clair Candler stated that the word down in South Sound was that Hudson Point was a really great marina and if people wanted to stay here, they'd better hurry and make reservations.

Glen Paris-Stamm expressed concern regarding parking availability in Hudson Point if the corner building was actually turned into a restaurant and felt that it would just add to the already congested parking problems.

Another concern of Ms. Paris-Stamm was that of low flying airplanes over Discovery Bay. She stated that she has friends living there and recently planes are flying right across them, she said that apart from the noise, it was frightening because if there was an accident the plane could crash right into the houses there.

Commissioner Sokol informed that it was uncontrolled air space and that contacting the FAA with the tail number of the plane would be the course of action.

John Collins inquired what impact the proposed new marina in Brinnon might have on the Port and its operations.

A brief discussion followed to include that additional moorage would most likely increase business for the Marine Trades since Port Townsend was about the only, local place to have work performed and that the Pleasant Harbor Marina was condo based with slips selling for as much as \$40,000. There was agreement that the more boats the greater the benefit.

#### IX. COMMISSIONER COMMENTS

Commissioner Thompson inquired as to the progress made on the moorage audit at Boat Haven.

Mr. Crockett responded that work on the audit would proceed now that the Labor Day holiday and Wooden Boat Festival were over.

Mr. Radon informed that the Moorage Supervisor was working on the audit and had, as mentioned during the operations report, been assigning some permanent slips.

Commissioner Beck remarked that he had enjoyed the time he had spent at the Port booth during the Wooden Boat Festival. He stated that he received only compliments regarding how pleased people were with the new facility.

He inquired if the permit to allow clean-up of the Quilcene ramp had been found and if so, the ramp needed cleaning.

Mr. Radon informed that there was a five-year maintenance permit in place with Washington State Department of Fish and Wildlife for the Quilcene dock cleanup.

Commissioner Sokol remarked, that he, too, had greatly enjoyed the time he had spent at the Port booth. He said that there were accolades for the new marina from both local people and visitors. He said that before Festival weekend, he had gone down and walked on the docks wearing a logo shirt or hat and had received, on-going compliments during those times also. He especially liked the fact that the docks were now handicapped and wheelchair accessible.

Commissioner Sokol stated that the docks were designed and were built to the highest level and standards and the number of people on the docks over the long weekend was a true test of their structural integrity. Please see attached document for complete text.

X. NEXT MEETING: will be held *Tuesday, September 25, 2007*, at 6:30 PM, Port Commission Chambers, 375 Hudson Street, Port Townsend

XI. EXECUTIVE SESSION

The regular meeting adjourned into executive session for discussion of a personnel matter at 3:22 PM for an expected duration of 10 minutes with no expected action. The regular meeting reconvened at 3:33 PM and then adjourned into a second executive session with the Commission and Attorney Harris for discussion of a personnel matter with no expected action at 3:34 PM and was continued at 3:50 PM for another 24 minutes until 4:14 PM.

XII. ADJOURNMENT:

The regular meeting reconvened at 4:14 PM and adjourned at 4:15 PM there being no further business to come before the Commission.

ATTEST:

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President

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Secretary

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Vice President