

PORT COMMISSION MEETING – March 10, 2010

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

Present: Commissioners – Collins, Thompson, Erickson
Executive Director – Crockett
Deputy Director – Pivarnik
Auditor – Taylor
Attorney – Lake and Klose- Goodstein Law Group
Senior Accountant/Recorder – Hawley

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Thompson called the meeting to order at 3:30 PM and then turned the meeting over to Commissioner Collins at 3:32 PM.

II. APPROVAL OF AGENDA:

The Agenda was amended to reflect the addition to Old Business of – Item E – February 2010 Operations Report and Item D – Impact to the Port of the City of Port Townsend Traffic Roundabouts on Upper Sims Way.

Commissioner Thompson moved to approve the Agenda as amended.

Motion carried by unanimous vote.

III. CONSENT AGENDA:

- A. Approval of Minutes – February 24, 2010
- B. Operations Reports – February, 2010 – moved to Old Business – Item E
- C. Approval of Minutes – Special Meeting – March 4, 2010

Commissioner Collins moved to approve the Consent Agenda as amended.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda):

None

V. OLD BUSINESS:

D. City Roundabouts:

The Commission decided to move the topic to the beginning of the meeting.

Mr. Crockett summarized concerns expressed to him from some of the Marine Trades, citizens and the Commission regarding the City of Port Townsend roundabouts being installed on upper Sims Way. He advised that the City had offered opportunities for public comments during the decision part of the process – whether to put in stoplights or install roundabouts, however, the Port had not participated in the process. He informed that now, with many of the cement forms poured for the sidewalks and pedestrian safe islands, it was easier to visualize the roundabouts and to get a spatial view of what they would actually look like and the possible impact they would have on large trucks towing in boats on trailers. There was, he advised, concern on the part of boaters and some marine trades personnel that there would be difficulty in bringing large vessels into the Yards, as they would have to maneuver through the roundabouts.

City of Port Townsend Engineer, Dave Peterson presented engineering drawings and explained that the roundabouts had been designed to accommodate fire trucks, other safety vehicles as well as large WB67 size trucks. He stated that Sims Way was a State Highway and as such, all engineering plans had received WSDOT reviews of the designs throughout the entire process and the City had been assured that emergency vehicles and large WB67 size trucks (the maximum size allowed on non-interstate highways) could maneuver through the roundabouts. He informed of additional details of the designing process and of the roundabouts themselves, comparing them to the ones located in Sequim. He was unsure if a vehicle, a “low-rider” with a three-inch clearance would be able to maneuver, however.

Discussion followed.

A Citizen suggested signage at the entrance to town advising of the two upcoming roundabouts stating that, in her opinion, such signage would allow large, low rigs to choose to use Discovery Road or go around down the Mill Road to avoid the roundabouts.

A. Kah Tai Update:

Mr. Crockett informed that the next meeting between Jefferson Land Trust, the City and the Port was scheduled for March 29 at which time further discussion of the proposed Land Trust Easement would take place. Mr. Crockett advised that, in his

opinion, it might be very useful to schedule the topic for discussion during a Commission workshop. He provided additional details and information about the process explaining that the Comprehensive Scheme of Harbor Improvements would need modification.

A brief discussion followed.

Rosemary Sikes informed that the Admiralty Audubon was definitely interested in putting together their vision of the park. She advised they were in the process of drafting that vision which they hoped to have approved at their March 26, 2010 meeting. After approval, the document would be brought to the Port for further discussion.

B. Point Hudson-based Boat Charter Operations Annual Review:

Mr. Crockett reminded of previous discussions regarding the annual review of the existing Charter Boat Operations in Point Hudson to ascertain that the businesses were active and met Port requirements advising that the review process was now underway. He informed that staff would provide a brief activity statement of each charter for the Commission to review. He informed, additionally, that the policy of the “no live-aboard” permitted in business spaces was undergoing review.

Discussion followed about how to define and maintain the policy and staff suggested that it would bring back a revised policy for Commission review at the March 24, 2010 meeting.

Mr. Crockett advised that staff had received two requests to locate two more charters at Point Hudson and that both seemed to be good, legitimate businesses and therefore staff needed to consider carefully the space limitations of Point Hudson. However, he informed, it had recently come to staff's attention, that there were a number of charter businesses operating from Boat Haven where, currently, no policy existed. He reminded that charter boat operators needed to have both a current City of Port Townsend Business License as well as a UBI number from the Washington State Department of Revenue.

Further discussion of proposed changes to the Charter Boat Policy (to include Boat Haven) followed.

Jim Peacock, charter business owner in Boat Haven, inquired if he would owe B&O taxes to the City of Port Townsend even though his business ran out of Olympia but was based in Port Townsend. He also informed that he would really like to relocate to Point Hudson if there was room available for him to do so, especially during the summer months.

Mr. Crockett advised that all businesses operating within the city limits of Port Townsend were required to have a valid City of Port Townsend Business License.

C. Airport GPS Approach:

Mr. Pivarnik updated on the topic by reminding that the Port had been trying to get a GPS Approach at Jefferson County International Airport for over a year using a grant offered by the FAA. However, in researching the system, the determination was that due to geographical issues at the airport a true GPS approach system would not work. In an effort to clarify the issues involved, Mr. Pivarnik advised of a conference call held recently between Mary Vargas (the Chief Engineer of Flight Procedures at the FAA), the President of the Pilots Association and himself to try to come up with what could be done. Instead of a true GPS Approach System, the FAA advised that a Circle to Land Approach could be substituted. Essentially, that system would allow a pilot to reduce elevation to 700 feet and visually see if landing was possible or if the runway was totally "socked in". If a landing was out of the question, the pilot would still be able to return to his prior elevation and leave the airport. In conclusion, Mr. Pivarnik stated, the issue was whether the Port wanted to spend \$230K (\$20K would be the Port match) to move forward with the substitute landing approach.

A short discussion followed about the length of time to complete the proposed approach (approximately two years) safety concerns, whether it could be used on both runways (only on 09), and that although it would aid in air traffic safety it would not bring in Fed Ex or some other commercial venture. Also discussed was that the expenditure most likely would affect 2012.

**Commissioner Collins moved to direct Staff to proceed with the GPS landing as was technically capable and possible.
Motion carried by unanimous vote.**

E. Operations Report – February 2010:

Commissioner Collins opened a dialogue regarding the February Operations reports as presented in the Agenda Packet.

Mr. Pivarnik, responding to the inquiry regarding the reduction in the wait lists, informed that there had been some very aggressive staff work to assign permanent slips and to get active boaters on the wait lists. He advised that there was a drop off in people requesting slips but that staff was also moving quite a few people through the system.

Commissioner Collins noted that the 35-foot category wait list actually increased. He also noted that the number of haul-outs in the small hoist looked strong. He also pointed out that the RV Park had done very well during February. However, visitors to the Marina were down, partly, it was thought, because of the cancellation of the Discovery Bay Fishing Derby this year.

VI. NEW BUSINESS:

A. Regional Rowing Regatta:

Mr. Pivarnik introduced Rob Sanderson from the Maritime Center and C. Jacobs from the Rowing Challenge to talk about the programs they are offering. He advised that they were also asking for Port sponsorship opportunities and help in working with them to put the functions together. He advised that Port staff was supportive of both topics.

Steve Chapin stated that he was involved in the Rowing Regatta and explained that the challenge was scheduled for June 20, 2010 with an anticipated 150 competitors from around the county. He provided more details of the challenge and advised that one of the items most needed was additional space to park as there would not be enough off site parking at the Northwest Maritime Center. He asked for Port consideration of the event use of the “back 40” for off site parking. He also asked if some of the shoreline along the same area be allowed to be used as possible launch sites in the morning if folks were made aware of the necessity of not disturbing any of the tidelands or wildlife in the area.

A short discussion followed regarding the event. Also discussed was the Rat Island Race, which would start and finish at the kitchen shelter in Fort Worden so it would occupy some of the same water area but would have a different start and finish site. In closing Mr. Chapin advised that what he would like from the Port would be use of the “back 40” for overflow parking and permission to put in a couple of portable restrooms for that weekend.

Mr. Pivarnik advised that staff had no issues other than to be assured that there was insurance coverage in case of any liability issues. Since the event was a community wide one, he recommended that the Port not charge for use of the “back-40” for the overflow parking.

Commissioner Collins refrained from participating in the discussion because he was helping in the organization of the event.

Mr. Pivarnik offered that a motion was not necessary as long as the Commission agreed that they wanted the event to happen.

B. Pacific Challenge:

Mr. Pivarnik informed that the Pacific Challenge was a little more formal and provided information regarding the event.

Mr. Sanderson of the Pacific Challenge advised that the event was a gathering of long boat crews from around the Pacific Northwest. The crews were primarily made up of youth teams as part of a yearlong school program in which youth participate. He was asking of the Port participation in donating slips so that they could raft the boats together for the event. He went on to provide additional details regarding the Challenge scheduled for May 21 - 23.

Mr. Pivarnik advised that staff recommended waiving the boat launch fees at Boat Haven. He also advised that the event had the potential for displacing revenue and needed to be sure the Commission was aware of that aspect, but still recommended support as it was a community event.

Discussion followed regarding how the Port, as a sponsor, would get advertising credits on the t-shirts given out to each event participant.

Mr. Crockett asked that a letter informing of what the Port would receive (advertising) in exchange for the elimination of regular fees/charges be sent to the Port, which would go into the appropriate file for future audit history as the Washington State Auditor's Office was very specific regarding gifting of public funds.

Commissioner Collins moved to go forward with Port participation in the Pacific Challenge and to waive the moorage and launch ramp fees for the event. Motion carried by unanimous vote.

C. Jefferson County Fair:

Mr. Crockett advised that the Commission needed to decide whether it wanted to have a Port booth and participate in the annual Jefferson County Fair, in August, as had been done the last two years.

After a short discussion, the Commission decided not to participate in the Fair this year. No action was necessary.

D. Approval of Warrants:

Warrant #043845 through #043872 in the amount of \$34,756.00 for Payroll

Warrant #043873 through #043882 in the amount of \$51,191.34 for Payroll Benefits

Warrant #043883 through #043945 in the amount of \$67,504.73 for Accounts Payable

Commissioner Thompson moved to approve the warrants as presented. Motion carried by unanimous vote.

VII. STAFF COMMENTS:

Carolyn Lake of the Goodstein Law Group thanked staff and Commissioner Thompson for the visioning meeting held today to look at the path forward for the Port and the Law Group. She advised that Attorney Ralph Klose was also present, as a guest.

Mr. Pivarnik informed that things were moving forward with the A/B Dock Renovation; staff had met with PND Engineers to solidify the schedule. After a long conversation with the Army Corp of Engineers he had been assured that the Port would have the A/B Dock permits by the end of March.

Mr. Crockett informed that the old Coast Guard building had been moved from Benedict Spit to its new location alongside the Port Maintenance Shop without mishap. The building would be repurposed, enabling it to hold equipment, etc, for the Maintenance Department. He advised that he wanted to allay the rumors he had heard filtering around town that the Port had evicted the Coast Guard by reminding that a new Coast Guard Building was in process on Benedict Spit.

Mr. Crockett stated that, if all went as planned, the practice burn, and ultimate destruction of the old rental house at the Jefferson County International Airport ten-acre site would begin at 8:30 AM on Saturday, March 13. Since it was a "practice burn" for the local fire departments, fires would be set and put out numerous times until the total burn scheduled for around 12:30 PM. The FAA had been sent a notice advising it to notify the local pilots of possible smoke and haze from the burn.

He then brought up the topic for future discussion, that the Port would now have a 10-acre site, which had water, electricity and had highway access to Route 20 and ways in which to develop it needed to be discussed. He reminded that the property had been purchased with Port funds, not FAA funds, and so more development options were available.

VIII. PUBLIC COMMENTS:

Rosemary Sikes inquired if it was thought to be worthwhile to postpone the visioning session for the Kah Tai until after the meeting between the Port and City and the Land Trust on March 29, advising, in her opinion, the outcome of the joint meeting might affect the forward vision for the property.

Mr. Crockett advised that the joint meeting was one in which to "tee" up ideas and that no decisions or long term commitments would be made – advising again, that this was going to be a long process.

IX. COMMISSIONER COMMENTS:

Commissioner Erickson informed that he had recently attended the Quilcene Chamber of Commerce meeting held in Quilcene. He advised that five or six citizens were present including former Port Commissioner, Herb Beck.

Commissioner Thompson stated that he had attended the WRIA 17 meeting and informed that it seemed the organization was in the process of reinventing themselves to include a

new name of East Jefferson Conservation District. He advised that there had been no discussion of water issues for which the organization was originally founded.

A brief discussion followed regarding the name change and change, perhaps, in venue and activities.

Commissioner Collins updated on the meeting he had attended two weeks ago with the Peninsula Development District where the only agenda item was discussion of whether to transform the unit into a Council of Governments so it's a bit of wheel spinning, it seemed to him. The next meeting, he informed, was supposed to review annual goals and the mission.

Commissioner Collins updated regarding the recent meeting between Port staff and the Marine Trades Association and advised that it had been a good meeting.

Dave Griswold advised that the Marine Trades folks certainly appreciated the meetings with the Port and they kept to ever-present environmental concerns at the center of attention.

Mr. Crockett provided an update on the proposed Marine Trades survey currently in process. Originally, the time line had been for distribution of the survey by the middle of May, however, Mr. Crockett advised that a more realistic period is the middle of June. He envisioned the additional time leading to a more informative document.

Dave Griswold advised that his push to get the survey out quickly was due to the long standing stormwater issues, but agreed that it would be better to develop the best possible document.

X. NEXT MEETING: Next regular meeting will be held Wednesday, March 24, 2010 at 6:30 PM, Public Workshop at 3:30 PM, in the Port Commission Chambers, 375 Hudson St, Port Townsend.

XI: ADJOURNMENT: The regular meeting adjourned at 4:54 PM there being no further business to come before the Commission.

ATTEST:

John N. Collins, President

Leif W. Erickson, Secretary

David H. Thompson, Vice President