

PORT COMMISSION MEETING – June 25, 2003

The Port of Port Townsend Commission met in regular session at the Tri-Area Community Center, Chimacum, WA.

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

I. CALL TO ORDER: The meeting was called to order at 7:00 PM.

II. APPROVAL OF AGENDA:

Upon motion of Commissioner Beck, the Agenda was unanimously approved as amended as follows:

The deletion of the following:

- V. Old Business Item
 - A. Demolition Ordinance (Deferred to the next workshop)
 - C. WSDOT – Airport Aid Grant Update
- VI. New Business
 - D. Monthly Guest Moorage (Deferred to the next workshop)

Moving to the Consent Agenda the following:

- VI. New Business
 - B. Approval of Additional Warrants

The addition of the following:

- VII. New Business
 - B. NOAA Emergency Radio System

III. CONSENT AGENDA:

- A. Approval of Minutes – June 11, 2003
- B. Approval of Warrants:
 - #28213 through #28238 in the amount of \$26,189.27
 - #28239 through #28243 in the amount of \$13,086.19
 - #28244 through #28310 in the amount of \$194,158.15

Commissioner Pirner asked why the vessel in the Write-Off Register was unchained if the owner had not yet paid. Mr. Radon said he does not yet know why the vessel was unchained. **Upon motion of Commissioner Pirner, the Consent Agenda was unanimously approved as amended.**

IV. PUBLIC COMMENTS (not related to Agenda):

Gloria Bram:

She referred to a quote in the June *Smithsonian* magazine by Thomas Litwin, an ecologist and science administrator at Smith College. During his 2001 retracing of an 1899 expedition (sponsored by Union Pacific Railroad) he came to ask himself “Why, in the light of what happened in Alaska over the past century, do we continue to treat the ecosystems that are essential to our survival in unsustainable ways? And if the answer is because somebody is making a lot of money, then we have to ask ourselves and our policymakers one final question: Is that a good enough answer?” She noted that the Port is the first of other public agencies to whom she plans to pose this question.

V. OLD BUSINESS:

- A. Public Open Houses – Comprehensive Scheme

Mr. Crockett noted that posted around town and published in today’s newspaper is a notice of four upcoming open houses, the first of which is tomorrow from 6-8 at the PT Yacht Club. The City Council has been notified and invited and the Port Townsend Chamber of Commerce and the Rotary Club have been briefed. A

notice of various ways the public can make comment on the alternatives – including at regular Port Commission meetings and at the Port office – was distributed. As of tomorrow, the Port website will offer a .pdf of the latest draft of the Alternatives Analysis document.

Commissioner Pirner asked Staff to make the past Comprehensive Scheme available at open houses. Staff agreed and added that while they could not provide people with their own copies of the Alternatives Analysis at the open houses, those interested could either print it off the website or come by the Port office and pay to receive a copy.

VI. NEW BUSINESS:

A. Year 2004 Operating Budget and Capital Facilities Plan – Proposed Schedule

Mr. Taylor noted that the proposed 2004 budget schedule was included in the agenda packet. The only difference from last year is that the budget would also be the subject of an August workshop, making four workshops in total. He noted the first budget hearing would be held November 12, with the final deadline of December 1st.

Mr. Crockett urged that the Comprehensive Scheme and Airport Master Plan be adopted sometime during September or October, in the event that something surfaces during those processes that might impact the budget.

Commissioner Sokol moved to approve the 2004 Budget Schedule as presented. The motion carried by unanimous vote.

B. NOAA Emergency Radio System

Mr. Crockett reported that the County has received \$15K from the National Oceanic and Atmospheric Administration (NOAA) to establish a radio system to warn of or respond to severe weather events, tsunamis or other natural and manmade disasters and would like the Boat Haven to be a test site. The signal mechanism could trigger any combination of a siren, strobe light or loud speaker; the Port needs only to provide the mounting pole. (Printed information about the system was available at the meeting.) A second location might later be established at Point Hudson. For the safety of Port tenants and the surrounding neighborhoods, Staff asked for Commission approval to implement this system. It is hoped that the system could be in place by National Tsunami Awareness Week, which takes place mid-September, (or by the time the tsunami hits, whichever is sooner).

Commissioner Beck asked about expected operation and maintenance expense, which Staff believes would be negligible.

Commissioner Sokol feels good that the County asked the Port to participate.

Commissioner Beck moved to authorize the Executive Director to implement the radio system as presented. The motion carried by unanimous vote.

C. New Hangars at the Airport

Mr. Pivarnik reported that hangar developers Neil Slater and Leo Landry have six people on their waiting list for new hangars and are anxious to break ground before winter. The 1994 Airport Master Plan showed an area for a fixed-based operators (FBO) hangar. (However, much of this area is now used under the Aero Museum a lease option.) Although Neil and Leo have taken the initiative to develop much of the airport property, the Port feels that once the Master Plan is complete, it should be proactive in developing sites – putting out RFPs for development while establishing size and design criteria and a taxiway plan. Staff also has some concern about putting private hangars in the FBO area.

Commissioners concurred with Staff's recommendation to wait until the Airport Master Plan is complete before developing layout and design criteria and issuing an RFP. They expressed interest in continuing to work with Neil and Leo, but making it clear to developers that there are not exclusive development rights.

D. May 2003 Financial Update

Mr. Taylor reported that May closed \$14K better than expected. Operating Revenues came in \$4K above budget and expenses were under budget by about \$6K. Work Yard revenues continue to be down – \$5K under budget for May and down \$36K compared to last year. As a result of transient RV and boater activity, Point Hudson was \$7K ahead of budget for May. Year-to-date (per the seasonally adjusted budget) the Port is still about \$32K below budget.

Commissioner Pirner pointed out that fuel sales are also beginning to climb.

VII. STAFF COMMENTS:

Ms. Winters:

She has forwarded comments on the Demolition Ordinance to Staff since she will be unable to attend the workshop.

On July 1st, she would be requesting another 90-day extension from the Growth Management Hearings Board on the Airport Master Plan.

Mr. Taylor:

Tomorrow, the fuel price is going up .07 cents/gal. to \$2.49 gal.

In the additional batch of warrants there were two items: 1) the final payment on the Erisman property where the maintenance shop is situated and 2) the first payment on the Community Economic Revitalization Board loan (\$112K).

Mr. Radon:

As a result of Ecology's recent routine stormwater inspection at the airport, hoses have been removed from the aircraft washdown area. The Port had been out of compliance by allowing the airplanes to have a washdown facility. The available catch basin is inadequate for the Port's needs. Mr. Crockett asked whether Department of Transportation funding might be appropriate for expanding the retention pond. Commissioners recommended posting a notice at the former washdown facility.

Mr. Pivarnik:

The GatheringPlace is moving into the duplex this week, with their staff/volunteers excitedly painting and gardening. Commissioners suggested this is an item for the Port newsletter.

A lot of Port buildings around the Boat Haven are being painted.

A representative of the Woodall's RV Directory suggested ways to increase the Port's RV business, such as inclusion of, or ad stating the fact that we accept Visa and MasterCard, and providing guests a phone line modem station for accessing their email. Staff plans to install a desk and phone line for this purpose in the Boat Haven and Point Hudson laundry rooms.

Mr. Crockett:

Rosemary Sikes requested Port permission to install a memorial bench along the water for Stephen Gerbil, who passed away at the Kah Tai. Although she would like an answer by July 2nd, he needs to get more information about the type of bench and whether the City would require any permits. It was also suggested that she make her request to the City Parks and Rec. Advisory Committee.

At last week's Marine Resources Committee (MRC) meeting, they continued to discuss the Anchor Protection Zone project off the City waterfront. At a separate meeting this morning, Nancy Borino, Tim Caldwell, and Ann Avery, etc. they indicated they received calls from the MRC asking for letters of support and they were looking for more details. At the same meeting, Pete Hanke recounted a recent incident in which a recreational boater anchored near enough to the navigation ways that the Glacier Spirit's wake allegedly caused his boat to pitch enough to knock over a lantern. Anchoring farther out might create problems with boat traffic. The MRC would like to brief the Commission again and might attend

the July workshop in Quilcene. Mr. Crockett noted that the Maritime Center is also considering mooring buoys, which might eliminate most normal anchoring.

VIII. PUBLIC COMMENT:

Bill Curry:

Although federal law requires anchored vessels to show anchor lights from dusk to dawn, the Boat School is concerned about liability issues due to increasing numbers of boats anchoring in Lower Hadlock. It might instead be possible to have a Special Anchorage Area (SPA) designated, which would then be shown on navigational charts. He agreed to do some more research, but said such a designation might require Port assistance. Commissioner Beck pointed out that there is also liability associated with mooring buoys.

Referring to the Comprehensive Scheme process, he asked about the Port's plans for Port Hadlock. He noted that the Boat School spent a lot of time seeking a grant through IAC and the County to add a parking lot for trailers, etc. Although it was turned down, he believes there is still a good chance of getting grant funds. He would like to see added to the scheme "additional property acquisition for parking, etc." Staff suggested emailing this suggestion to Staff. Mr. Crockett provided background information about the recommendations contained in the Draft Alternatives Analysis regarding the Port Hadlock launch ramp.

Clair Candler:

His RV group really appreciated their visit at Point Hudson.

Gloria Bram:

The Leader has an article about the Resort at Port Ludlow, which has recently added data links.

She suggested adding a column in the financials for the variance, either in percentage or dollars.

IX. COMMISSIONER COMMENTS:

Commissioner Beck:

He read a nice letter from Joe and Cindy Leach of Quilcene, who spoke about their enjoyable visit in June to the Point Hudson RV site.

Commissioner Pirner:

He visited the Port Hadlock boat ramp on the way to the meeting and asked if the Port would soon be cleaning it. Staff noted that they had cleaned the ramp on June 19.

He noticed that today's *Leader* compared sales tax revenues between the City and County, but did not show previous years.

X. NEXT MEETING:

Wednesday, July 9, 2003, at 1:00 PM – Quilcene Yacht Club, Port Townsend, WA. Workshop begins at 9:30 AM. With an Open House following the regular meeting at approximately 3:00 PM.

XI. EXECUTIVE SESSION:

At 8:27 PM, the Commission recessed into Executive Session for approximately one hour to discuss real estate and legal issues, with no expected decision.

XII. ADJOURNMENT:

The meeting was adjourned at 9:30 PM, there being no further business to come before the Commission.

ATTEST:

President

Secretary

Vice President