

## PORT COMMISSION REGULAR MEETING– June 13, 2018

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

Present: Commissioners – Tucker, Hanke and Putney  
Executive Director Gibboney  
Auditor Berg  
Director of Operations & Business Development Englin  
Director of Planning, In-house Counsel Toews  
Communications Coordinator Matej  
Minutes – Nelson  
Attorneys Frank Chmelik and Katherine Deets

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

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

### II. APPROVAL OF AGENDA:

**Commissioner Hanke moved to approve the Agenda as presented.**

**Commissioner Putney seconded the motion.**

**Motion carried by unanimous vote.**

### III. PUBLIC COMMENTS (00:00:59):

George Yount expressed thanks to the commission for the productive morning workshop. He also commented that the situation with the John Wayne Marina in Sequim is similar to the Point Hudson situation, based on articles in the Peninsula Daily News.

### IV. CONSENT AGENDA (00:02:05):

A. Approval of Public Workshop Minutes – May 23, 2018

Approval of Regular Meeting Minutes – May 23, 2018

B. Approval of Warrants

Warrant #059157 through #059166 in the amount of \$60,034.82 for Payroll & Benefits

Electronic Payment in the amount of \$114,574.82 for Payroll & Benefits

Warrant #059167 through #059215 in the amount of \$117,212.90 for Accounts Payable

C. Resolution No. 680-18 – Declaring Certain Items Surplus

**Commissioner Putney moved to approve the Consent Agenda as presented.**

**Commissioner Hanke seconded the motion.**

**Motion carried by unanimous vote.**

### V. SECOND READING (Action Items):

### VI. FIRST READING (Discussion Only):

#### A. Alternative Fuels – Draft Resolution (00:02:22):

Attorney Chmelik explained the State Legislature in 2015, passed a law for State and local agencies, that consume more than 200,000 gallons of fuel/year, to convert their fleets to alternative fuels (electric and biofuels) by June 1, 2018. He added the Department of Commerce recognizes the practicality with small governments. Mr. Chmelik explained the resolution calls for Port consideration of the use of biofuels in all future vehicle, vessel and/or construction equipment purchases, making decisions on practicality.

### VII. REGULAR BUSINESS:

#### A. Funding Alternatives/Opportunities for Point Hudson Jetty (00:09:00):

Director Gibboney explained the next step in the Jetty's future is how the commissioners wish to proceed.

Commissioner Tucker stated he has spoken with Governor Inslee and Representative Chapman, and suggests meeting with the City (LTAC) and the County (Public Infrastructure Fund - PIF). He stated Rep. Chapman advised to get all players together and come to the State Legislature as a unified body. Commissioner Tucker envisions a checklist listing contacts made for possible Jetty funding participation to present to the Legislature. He will start working on this list.

Commissioner Putney stated he had a similar conversation with Representative Tharinger, to consider local and private money, bonds, LTAC and PIF money. He stated he has spoken with Mayor Stinson, and with County Commissioners Dean and Sullivan who advised the Port to put together a request for the PIF.

Ms. Gibboney stated staff would come back with a strategy for various funding sources. She added the project would most likely be delayed until 2020/21, due to funding cycles. She stated staff is working on efforts to lower the project cost. She would like the commission to be realistic about the time frame.

Commissioner Tucker suggested funding planning for the entire jetty (north and south) to cut costs.

Commissioner Putney stated if the project happens later, it would allow more time for mitigation issue planning with the NW Maritime Center for Wooden Boat Festival and other affected businesses.

Commissioner Hanke asked what the engineer's direction is now. Director Gibboney explained the design is at 100% and staff would like to have another engineering firm analyze the design, constructability and come up with construction alternatives. Mr. Toews reported he has done some initial outreach to two of the original bidders and asked how we might realize some cost savings on the project. He said there are two ways to save: 1) tweaks to the design, including possible changes or down scoping of the project, and 2) increase the work hours and time frame for project completion; go with the early start date, and few to no restrictions on construction hours, keeping within City code.

Commissioner Hanke would like to see comments from the contractors using a September 15 start date with complete closure of the marina.

Mr. Toews reported he has not yet submitted a formal grant extension request, but has been communicating with RCO and the recommendation is to provide greater clarity on the project in order for extension consideration.

After hearing further questions from the commission and staff, Mr. Toews asked to have questions and ideas submitted to him prior to a conversation with engineers, Mott MacDonald. Mr. Toews added that the funding agencies are unlikely to fund the project with major variations to the design. Minor tweaks to the project may pass.

Ms. Berg asked the status of the bond. Director Gibboney answered it is still on hold.

B. Commission Workshops & Meetings Calendar (32:33):

Ms. Gibboney discussed the presented calendar, pointing out the additional workshops. After comments from Commissioner Hanke, a decision was made to change the June 20 workshop agenda to the 2018 Capital Plan, only. Later in September or October, add the five-year Capital Plan to the workshop schedule. Discussion included the Comp Scheme Update, and leasing and business practices, to be presented in a policy discussion at the July 25 workshop, with first reading scheduled for the August 8 regular meeting. Other workshops agendas were discussed. Director Gibboney emphasized this is a draft document and Ms. Berg will bring a budget schedule later for adoption.

VIII. STAFF COMMENTS (49:16):

Mr. Englin expressed thanks to the yard crew for their hard work. He stated year-to-date, the 300 and 75-ton lifts are ahead in numbers compared to the past five years. He also expressed his appreciation to Shawn Wiles and Terry Khile for their response to a power outage at the Point Hudson docks last week.

Mr. Toews reminded of the airport runway closure on Tuesday, June 19 from 8 am to 5 pm for stormwater site investigative work by Landau and Seton for the Phase I runway project.

IX. COMMISSIONER COMMENTS (51:35):

Commissioner Putney stated he attended the WPPA Spring Meeting in Vancouver. He will provide his meeting calendar at each commission meeting.

Commissioner Putney attended a CERB Broadband meeting on June 4, where the State wants rural counties to have Broadband services. He briefed on some of the many grants available and added the Port and PUD should collaborate.

He stated he attended the County Comp Plan hearing and questioned a warrant payment.

Commissioner Tucker reported he recently returned from vacation, where he observed other Ports and commented on their facilities.

Commissioner Hanke stated he would like to see more time for discussion on the Leasing Policy before the first reading on August 8. Commissioner Putney suggested bringing a list of ideas to a workshop.

Commissioner Hanke reported he attended a passenger only ferry meeting in Seattle, where many communities were represented, and noted the City of Port Townsend's absence. He would like to see our Port consider a place for a possible passenger ferry dock.

X. NEXT PUBLIC WORKSHOP / REGULAR MEETING:

Workshop: Wednesday, June 20, 2018 at **1:00 pm**

Workshop: Wednesday, June 27, 2018 at **3:00 pm**

Regular Meeting, June 27, 2018 at 5:30 pm

Port Commission Building, 333 Benedict St, Port Townsend.

XI. EXECUTIVE SESSION:

The regular session recessed into Executive Session at 2:08 pm to Review the Performance of a Public Employee, pursuant to RCW 42.30.110 (g), duration of thirty minutes with no action. The session was extended twenty minutes,

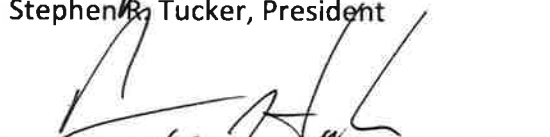
XII. ADJOURNMENT:

The meeting reconvened and adjourned at 2:58 pm there being no further business to come before the Commission.

ATTEST:



William W. Putney, III, Secretary

  
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Stephen R. Tucker, President  
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Peter W. Hanke, Vice President