

## PORT COMMISSION REGULAR BUSINESS MEETING – July 10, 2019

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

Present: Commissioners – Putney, Hanke (via phone) & Tucker  
Executive Director Pivarnik  
Finance Director & Port Auditor Berg  
Deputy Director Toews  
Minutes – Exec. Asst. Erickson  
Attorney Chmelik (via Skype [audio/visual])

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

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

### II. APPROVAL OF AGENDA (00:00:52):

**Commissioner Hanke moved to approve the Agenda as presented.  
Commissioner Tucker seconded the motion.  
Motion carried by unanimous vote.**

### III. PUBLIC COMMENTS (00:01:04):

Bertram Levy commented on the IDD and made a suggestion that the Commission consider.  
George Yount commented on IDD process.

### IV. CONSENT AGENDA (00:08:00):

- A. Approval of Regular Meeting Minutes – June 26, 2019
  - a. Commissioner Putney had a correction to section XII: “extend the Executive Director’s contract through June 30, 2019” should be “...June 30, 2020”.
  - b. Commissioner Tucker had a correction to page 4, second paragraph. He would like the words “fire district or” removed. The sentence should read, “He would like to see it run like a school bond.”
- B. Approval of Warrants  
Warrant #060735 through #060750 in the amount of \$68,445.93 for Payroll & Benefits  
Electronic Payment in the amount of \$99,011.38 for Payroll & Benefits  
Warrant #060751 through #060795 in the amount of \$166,076.95 for Accounts Payable

**Commissioner Tucker moved to approve the Consent Agenda with corrections to the minutes.  
Commissioner Hanke seconded the motion.  
Motion carried by unanimous vote.**

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

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

#### A. 2020 Operating & Capital Budget Development Schedule (Draft) (00:09:29)

Executive Director Pivarnik introduced this item as the Port’s annual draft schedule and asked the commissioners if the schedule looked viable to them.  
Commissioner Tucker asked if it was the same timing as in the past, and stated that he thought it worked well then. Commissioners Putney and Hanke stated they had no problem with it.

### VII. REGULAR BUSINESS:

#### A. 2020 Seattle Boat Show Participation (00:10:49):

Executive Director Pivarnik stated that the Port’s participation in the Seattle Boat Show has been discussed for many years, and the Port would like to ask the commissioners about 2020 participation. The question is, is it worth \$14,000 for the Port to participate in the Seattle Recreational Boat Show? He shared a spreadsheet with all the costs listed, and stated that he couldn’t show \$14,000 worth of benefit from our participation, but it does put us on the map.

Commissioner Tucker felt that it may not show on the balance sheet, but by not participating we’re not known as a place to go by boaters in the area. However, he feels that there are ways to trim costs; for instance, the drawing for a free 300-ton haul out is something we could cut, because it doesn’t appeal to pleasure boaters.

Commissioner Putney discussed the idea of using volunteers from constituent groups to staff the booth.

Executive Director Pivarnik stated that we'd used folks from the marine trades in the past and we could investigate this.

**Commissioner Putney made a motion to vote for approval of the Port to participate in the Seattle Boat Show, asking that the Port look into costs of using volunteers.**

**Commissioner Tucker seconded the motion, Commissioners Putney and Tucker voted yay, Commissioner Hanke voted nay, and the motion passed, 2 to 1.**

B. Resolution 704-19, Rescinding Resolution No. 698-19, Multi-year Levy (00:31:35):

Commissioner Putney gave a brief history of the petition drive mounted, consistent with the RCW that allows the Port to do a levy for industrial development. There are differing opinions on whether or not we need to have a vote on this.

Attorney Chmelik explained the RCW 53.36.100 on taxing limits. If intentions change, the vote could be an advisory vote.

Mr. Toews clarified that the resolution that the commission adopted and the authority that they were proceeding under was RCW 53.36.160, subsection 2.

Attorney Chmelik agreed, and the Port selected a multi-year program, they moved forward with the process under that statute, now there is a petition. The question is whether the Port intends to move forward.

Commissioner Hanke gave a summary of the history behind this topic, and stated that we're in a crisis mode in terms of the state of our infrastructure and finances. If we withdraw now and come back next year with a levy lid lift, we're telling our constituents that if you vote no this year, we'll just ask again next year.

Commissioner Tucker stated that a levy lid lift would be permanent and therefore a longer-term investment in the Port. Either way, for this to pass, we'll need a groundswell of public support.

Executive Director Pivarnik reminded the commission that August 6<sup>th</sup> is our deadline, and we have another meeting between now and then, so it is possible to defer and have the attorneys talk to the county civil deputy to get more clarity on this issue.

Commissioner Putney asked the commission to postpone this decision until the meeting on July 25, 2019.

C. Quarter 2 Project Status (00:57:35):

Executive Director Pivarnik provided the commission with the 5 projects the Port is working on for informational purposes, and asked if there were any questions.

Commissioner Putney thought that substantially these projects are fine, just wanted to make sure we had a closed loop on projects where the commission has oversight.

Executive Director Pivarnik stated that the Port would continue to do these updates quarterly, and if there are any questions you may ask Ms. Berg any financial questions and Mr. Toews for updates on progress.

Mr. Toews made a comment that these were intended to be big snapshots on where we are with the projects, with expenses to date.

D. Mott MacDonald Contract Amendment #1 (01:02:09):

Mr. Toews reminded the commission of the history on the situation at Point Hudson Jetty project. Mott MacDonald was selected to do some permit-level drawings. For final design and to be bid ready, we now have a budget and scope amendment from Mott MacDonald for approximately \$154,000, which is largely covered by a public infrastructure grant awarded to us by Jefferson County. He then described the design that is being proposed for the south jetty.

Commissioner Hanke asked if there would be a presentation on this to approve.

Executive Director Pivarnik said the commission would be sent the conceptual drawings so they could look at what is proposed, but until we hear from Fish and Wildlife on what their mitigation is going to be, we won't have a final design.

**Commissioner Tucker moved to approve this Amendment. Commissioner Hanke seconded. Motion passed unanimously.**

E. Parametrix Contract Amendment (01:09:06):

Mr. Toews informed the commission about the stormwater issues at Boat Haven, and the current status. Parametrix did an excellent job testing our system and went slightly over

(approx. \$600) the \$25,000 limit of the Executive Director's spending authority. This is asking permission from the commission to spend the money needed to pay this bill.

**Commissioner Tucker moved to approve. Commissioner Hanke seconded, and this was approved unanimously.**

F. Work yard Resurfacing Contract Award (01:11:33):

Mr. Toews informed the commission about the ongoing work for re-graveling in 2019. This went to bid last month for unit-priced, multi-year contract. Seton Construction was the apparent low bidder and due diligence is now complete. The Port is requesting permission to award the contract for this boatyard work in the summer of 2019.

**Commissioner Tucker moved to approve the awarding of this contract, Commissioner Hanke seconded. Motion passed unanimously.**

VIII. STAFF COMMENTS (01:14:14):

Mr. Pivarnik introduced Karen Erickson, the new Executive Assistant. He announced that he's going to a Port Directors' conference, and will be out the rest of the week.

IX. COMMISSIONER COMMENTS (00:58:05):

Commissioner Tucker attended a S'Klallam Tribe Totem Pole installation, and stated that he is pleased that we're working together with local tribes.

Commissioner Putney also attended the Totem Pole raising and said it was a nice ceremony. He thought that the City rescinding Ordinance 3 was a great new step forward, giving the local Tribes more privilege in town.

X. NEXT PUBLIC WORKSHOP/SPECIAL BUSINESS MEETING:

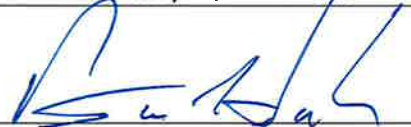
Thursday, July 25, 2019 meeting at 5:30 p.m. in the Port Commission Building, 333 Benedict St, Port Townsend.

XI. Meeting Adjourned (01:17:01)

ATTEST:

  
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Steven R. Tucker, Secretary

  
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William W. Putney III, President

  
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Peter W. Hanke, Vice President