

## PORT COMMISSION MEETING – March 10, 2004

The Port of Port Townsend Commission met in regular session at the Point Hudson Marina Room, Port Townsend, 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 1:00 PM.

II. APPROVAL OF AGENDA:

Upon motion of Commissioner Sokol, the Agenda was unanimously approved as written.

III. CONSENT AGENDA:

- A. Approval of Minutes – February 25, 2004
- B. Approval of Warrants:
  - #29726 through #29751 in the amount of \$26,530.86
  - #29752 through #29758 in the amount of \$35,303.01
  - #29759 through #29811 in the amount of \$39,799.19
- C. Write-off Register

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

IV. PUBLIC COMMENTS (not related to Agenda): None

V. OLD BUSINESS:

- A. Mandatory Insurance Resolution No. 414-04

Mr. Crockett reviewed the Commission's previous discussions on the issue of liability insurance for vessels and the direction given to Staff to present a recommendation for adopting a mandatory liability insurance program. Based on research with other port districts, Mr. Radon then reviewed the Resolution establishing this policy, which is based on that used at the Port of Everett. This policy establishes the requirement of liability insurance for all vessels. However, the Port would not be required to maintain a copy of everyone's insurance on an ongoing basis and would instead only perform random checks. He reviewed how Staff had already been asking on its moorage agreement whether boaters were insured. For nightly guests, Staff felt that instead of asking for certificates or insurance proof, it would be better to ask on the registration forms whether the vessel is insured. Staff recommends this policy be implemented to all marina moorage tenants with a compliance date of July 1, 2004. Mr. Crockett mentioned the possibility for exclusions such as for vessels without power, a rowboat or skiff or other vessels with perhaps a small outboard engine, providing that they do not pose a fire hazard. Currently, the Resolution states "all boaters," but Staff might also be given discretion in enforcing this policy with transient boaters.

Commissioner Pirner suggested also asking guest boaters who the insurance carrier is.

**Commissioner Beck moved to adopt Resolution #414-04 requiring vessel liability insurance.** During discussion, the Commission clarified that on a policy basis, Staff be given the discretion when implementing this policy to exclude small vessels that they do not believe to be a hazard. **The motion carried by a unanimous vote.**

B. Point Hudson Marina Redevelopment

Mr. Crockett reviewed that since the Comprehensive Scheme adoption in December, Staff has had discussions about the priority of getting underway the redevelopment of in-water assets. He suggested that instead of issuing a Request for Qualifications (RFQ) for a consulting team to do engineering, permitting and public process, Staff take on as much as practical, such as for permitting. Staff felt an RFQ for the engineering component is warranted and recommended that with direction, the Commission approve the issuance of an RFQ for engineering services (firms listed on a handout). If approved, Staff would write an RFQ and get it submitted within the next two weeks. Commission input was also solicited on the idea of creating a Point Hudson Marina Advisory Committee (list of proposed names was given), the primary purpose of which would be to identify needs, requirements, issues, and concerns with redeveloping the marina. Staff also talked about getting architect assistance with upland work.

Commissioner Beck asked that Sandy Oen of Quilcene also be invited to participate on the advisory committee.

**Commissioner Sokol moved to direct Port Staff to prepare an RFQ for in-water engineering work and advertise it locally and in the *Daily Journal of Commerce* as soon as practical and contact individuals on the list as given inviting them to participate on the Point Hudson Marina Advisory Committee. The motion carried by a unanimous vote.**

VI. NEW BUSINESS:

A. Operations Report – Month of February 2004

Mr. Radon reported that nightly guest moorage in the Boat Haven was up significantly over a year ago. It was also a good month for the 60-70-ton hoist and, when combined with the 300-ton, the Port is up just slightly over a year ago. The lineal feet in the work yard is up significantly. In long-term storage, the numbers of boats has more than doubled. Point Hudson activities reflect nightly guests are down a little compared to last year. RVs and marina reservations are off to a good start.

B. Industrial Land Bank

Mr. Crockett distributed a WPPA March 5 legislative report listing SB6534 which clarifies the current law relating to the siting of industrial land banks and would allow distressed rural counties to create two industrial land banks outside any existing urban growth areas. Over the last few years, the Port has been approached by a number of local businesses that cannot expand where they are located because the property they own is not big enough and there is not land available adjacent or the land is too expensive. This has also been a topic of discussions in intergovernmental meetings. After seeking some legal advice and doing more research, the Port might want to send a request to the County to create these land banks, one of which might be the land adjacent to the airport, bordered by Hwy. 20, Hwy. 19 and Four Corners Road.

Ms. Winters provided a summary of the legislative history. She noted that if the Port wanted to pursue this, it would need to persuade the County that this is worth spending some staff resources to develop a land bank. She talked about the need to get more information about the intent of the legislation, to ensure there is flexibility.

Commissioner Sokol stated his understanding that they would bring existing zoned industrial lands into compliance with the Growth Management Act. He believes a broad general statement under industrial land strategy would be a good place to recognize the current legislation. The Executive Director agreed to draft a letter to the Board of County Commissioners requesting they give serious consideration to this legislation.

C. Port Development Potential at Boat Haven

Mr. Pivarnik reviewed that in response to requests about Port land available for storage, Staff has been considering the development of the Port's 50x100 parcel next to West Marine. While it is presently being used as a parking lot, it is zoned commercial, but could be used for industrial or marine trades business. Aside from the potential to create Port storage for liveaboards, fisherman, and residents in the vicinity, another option might be to build a 3,500 sq. ft. structure that could serve marine trades. He confirmed the Commission's support for Staff to do further research on developing that site either as storage or retail/office/shop space.

VII. STAFF COMMENTS:

Mr. Harris:

He should soon have more information on a possible arbitrator for the Jeffco Hangar lease dispute.

Mr. Taylor:

The Port has received reimbursement from its property insurance carrier on the damage to the commercial dock. The insurance money would substantially offset the contract approved at the last meeting.

*The Western Wind* was to go to auction again this Friday, however, the tenant sent another payment yesterday.

An individual who has municipal financing expertise might attend the next workshop to give the Commission some ideas for capital financing for Port projects.

He is also working on the Annual Report, which is due May 30.

Mr. Radon:

He circulated a Thank You from Sue Ohlson of the Wooden Boat Foundation for the roundtrip haulout included in the Spirit Award for the Shipwrights Regatta.

Volunteers from the Sheriff's Department have asked for more active water access and would like to keep the Sheriff's patrol boat in the marina two weeks a month, alternating with the Port Ludlow marina. A spot has been designated right behind the Port boat at the registration dock. They would also become more active on vessel registration inspections starting in July.

He thanked the Commissioners for their participation in the March 3-7 NMTA boat show in Everett. Sunday was a busy day. With the Commission approval, even though attendance was down this year, he believes it would be good to attend next year's program, which will reach a different market: smaller boats. Mr. Crockett suggested free moorage or ramp use might be more attractive to that group than a haulout. He reviewed the two winning drawings for free haulouts in the 60/70-ton. Commissioner Sokol commented that advertisements were for trailerable boats, so he believes the Port should think of it as more of a transient boaters show versus a marine trades show and consider the value of such participation.

Mr. Pivarnik:

The roofs of buildings at Point Hudson are being pressure washed.

Point Hudson lease negotiations are beginning and should be wrapped up by the end of the month, since leases expire March 31, 2004.

He noted that the Port of Port of Angeles prints their meeting agendas in the *Peninsula Daily News* and wondered if we should also. The Commission was not supportive of this expense since this information is already available on the Port's website.

Mr. Crockett:

A business holding a land lease at PTBH, with the Port, has asked permission to paint a marine trades/sea life mural on the side of their building. The Commission asked that the draft mural concept be presented to ensure it is appropriate.

VIII. PUBLIC COMMENT:

Gloria Bram:

Asked if all moorage patrons sign the registration form, which Staff confirmed.

Keith Swisher:

Agrees that more Port storage would be of great benefit.

Clair Candler:

He noted that many Ports have dingy storage.

IX. COMMISSIONER COMMENTS:

Commissioner Sokol:

He submitted his comments on the Port rules and regulations.

Commissioner Beck:

He recognized the need to replace floats on A & B dock and floats at the Quilcene marina – and the need to figure out how to finance them.

Commissioner Pirner:

He would not be here for the next meeting.

X. NEXT MEETING:

Wednesday, March 24, 2004 at 7:00 PM at the Tri-Area Community Center, Port Townsend, WA.

XI. EXECUTIVE SESSION

At 2:20, the Commission recessed into Executive Session for 10 minutes to discuss real estate issues, with no expected decision.

XII. ADJOURNMENT:

The meeting was adjourned at 2:40 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