

PORT COMMISSION MEETING – January 26, 2005

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
Deputy Director – Pivarnik
Operations Manager – Radon
Auditor – Taylor
Attorney – Harris

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

II. APPROVAL OF AGENDA:

Upon motion of Commissioner Sokol, the Agenda was unanimously approved as amended with the following additions.

Under Public Comment:

Discussion of Gardiner Ramp & Fishing Derby
PUD Report on new Airport Well

Under New Business:

G. Landfall Restaurant and Associated Demolition Permit
H. Point Whitney Ramp

III. CONSENT AGENDA:

- A. Approval of Minutes – January 12, 2005
- B. Approval of Warrants:
 - #31629 through #31650 in the amount of \$26,731.70
 - #31651 through #31653 in the amount of \$12,752.56
 - #31654 through #31678 in the amount of \$32,351.14
 - #31679 through #31171 in the amount of \$16,044.60
- C. Contract for Legal Services: Port Attorney, and
Professional Services Agreement: Port Recorder
- D. Write-off Register

Upon motion of Commissioner Pirner, the Consent Agenda was unanimously approved as corrected. On page 4 of the minutes, Linda Swisher's reference should be to Old World Granite and Marble.

IV. PUBLIC COMMENTS (not related to Agenda):

Wayne King, Discovery Bay Salmon Derby:

Thanked Port for its past Derby support and asked the Port to waive this year's launch permit fee. He distributed a brochure explaining that funds from the Derby would go to support the Fire Department and mentions the Port as a supporter. With no Commission objection, Port Staff agreed to grant the waiver. Staff noted that the Port donated 3 annual launch ramp passes for prizes to the derby.

Wayne King, PUD No. 1 of Jefferson County:

Thanked the Commission and Staff for their cooperation on the new PUD well at the airport, which is now producing 177-gal. per minute. They might eventually request the Port's permission to drill another well.

V. OLD BUSINESS:

A. Recycle Bins

Port Staff reviewed the problems resulting from increased traffic due to recycle bins. Although the Port has tried many different locations, and even required Skookum to put up a fence to screen debris that comes from the containers, the arrangement is still not working. While the drop box was recognized as a needed/desired community service, since they were located in the Port, the resulting traffic through the shipyard has doubled, bringing objectionable levels

of dust and a need for constant re-grading. A draft of a letter notifying Skookum of the need to find a new location by June 1 was included in the packet.

Commissioner Sokol moved to direct Staff to send the letter to Skookum about relocating the recycling bins out of the Port. The motion carried by a unanimous vote.

VI. NEW BUSINESS:

A. Project Control Form – Port Hadlock Launch Ramp Renovation

Mr. Taylor reviewed that in November the Port had been awarded an IAC grant of \$96,744 for the design, property acquisition and permitting. Matching funds of \$36,696 (27%) is required of the Port. The project is estimated to cost \$148.5K. Staff recommends the Commission approve the Project Control Form. A certified appraisal would soon be sent to the IAC and Requests for Qualifications would be sent to engineering firms next week.

Commissioner Beck moved to approve Project Control Form for the Port Hadlock Launch Ramp Renovation as attached, in the amount of \$148,500. The motion carried by a unanimous vote.

B. Resolution No. 436-05 – Pledging Support and Matching Funds for WSDOT – Aviation Grant for JCIA

Mr. Crockett noted WSDOT Aviation Division's Eric Johnson had contacted the Port. Even though the Port had received WSDOT funds in the past for various projects, the agency declined to consider what it felt was the Port's "incomplete" packet. A resolution would be needed from the Commission when applying for some of the \$500K available for this next biennium. The Port applied for \$37K with a \$5K match to put up some security gates. Caution was expressed that this grant may not be approved.

There was some discussion about the increased safety concerns.

Commissioner Pirner moved to adopt Resolution No. 436-05, thus pledging Commission support and matching grant funds of \$5,000 (12%), for WSDOT Aviation Grant for JCIA. The motion carried by a unanimous vote.

C. Resolution No. 437-05 – Surplusing 60-ton Marine Travel Lift and Authorizing its Sale

The Port has received a cash offer to purchase the old 60-ton travel lift. Proceeds from this sale would go toward the purchase of the new lift. Port Staff would coordinate removal and delivery of this unit with the arrival of the new 75-ton lift.

Commissioner Sokol moved to adopt Resolution No. 437-05, thus surplusing the 60-ton Travellift and authorizing its sale. The motion carried by a unanimous vote.

D. Resolution No. 438-05 – Authorizing Acquisition of Personal Property and Approving Local Agency Financing Contract

Mr. Taylor reviewed documents in the packet requesting \$185K from Local Option Capital Asset Lending Program for financing of the new 75-ton Marine Travel lift. This would result in a debt service of approximately \$22K/per year. The resolution authorizes the debt service and requires signatures authorizing this debt.

Commissioner Pirner moved to adopt Resolution No. 438-05, thus authorizing the acquisition of the travel lift and execution of the financing contract, and related documents, as attached. The motion carried by a unanimous vote.

E. Boat Haven Breakwater Emergency and Resolution No. 439-05 – Declaring Recent Storm Damage to the Port Townsend Boat Haven Breakwater Now Considered to be an Emergency

Mr. Crockett reviewed that the storm event of Thanksgiving 2003 had caused erosion to the outside of the breakwater (the old section). While it was not thought at the time to be serious, another year of weather has created real concern that a breach in structure is just a matter of time. General Construction recently

surveyed the situation and confirmed the urgency of repairs. One bid of \$90K has been received but others will be sought once the resolution is approved. Staff noted that contractors could be selected from the small works roster.

Commissioner Beck moved to approve the enclosed resolution declaring an emergency and direct Staff to take immediate action to fix the outer Boat Haven Breakwater. The motion carried by a unanimous vote.

F. Jefferson Transit Facility Location

Mr. Crockett reported on Staff's meeting with Transit Staff and Cooke Architects about the possibilities in siting a new Jefferson Transit facility at JCIA. They would need about nine acres. Several properties at the airport are under consideration. Jefferson Transit's first choice would be the Fire District #6 property, which the Port has offered to take over. Although there are many factors – among them the potential relocation of fire station, future growth of the Tri-area UGA, available power and water infrastructure, traffic congestion and access problems on Airport and Prospect Roads, the development of an Industrial Land Bank would provide mutual benefit. Although they are considering other sites, Transit expects to move forward fairly quickly. Without objections, Staff would proceed with these discussions.

Wayne King added that the PUD would be interested in talking with the Port about the possibility of siting a state of the art sewage treatment plant at the airport. Staff felt that additional land for such a project might be made available without taking property off the tax roles. There was agreement for Port and PUD to continue to discuss this topic.

G. Landfall Restaurant and Associated Demo Permit

Yesterday, the Harrimans applied to the City to build a new, two story restaurant at their current site. Staff reviewed the inadequacy of the current building for restaurant purposes. The Port might need to surplus the building before applying for a demolition permit, which Mr. Harris would be investigating. Eventually, the Port would need to negotiate a new long-term lease with the Harrimans. Staff informed that the design of the new structure would allow the Port, at some future point, to relocate its storage building.

Commissioner Sokol moved to authorize Port Staff to prepare the required paperwork for a demolition permit for buildings on the Landfall Restaurant property. The motion carried by a unanimous vote.

H. Point Whitney Ramp

Commissioner Beck relayed Brinnon residents' desire for a local winter ramp facility. Between October and March 1st, regulations protecting sand lance populations prevent Fish and Wildlife from clearing out the washout material from the Point Whitney ramp. He talked about his interest in the Port exploring by itself or with another entity the possibility of the Port operating this ramp. Mr. Crockett responded that the Port's hand would also be tied by these regulations. Some sort of fix might be available if and when the State ever vacates the ramp and partners with the Port for its operation and maintenance.

VII. STAFF COMMENTS:

Mr. Radon:

There was vandalism in two restrooms over the last week, resulting in a repair expense of about \$3,000. Unauthorized dissemination of the computerized access codes was thought to be a contributing factor in the facility's abuse. Programming the computer to lock down the restrooms at midnight might be a possible solution.

He thanked those that volunteered at the Seattle Boat Show. Overall, the boat show was very successful, with lots of traffic, resulting in over 500 entries. Staff is working on getting letters to winners. There were a great variety of exhibitors, including many from Port Townsend. Staff agreed to inquire whether in the future some other Port Townsend companies could be grouped together.

He distributed an agenda for a Feb. 9 Coastal Tsunami Summit in Long Beach, Washington, which he would be attending. He noted that the Port's requested

second warning siren appears likely to be delivered soon. Mr. Crockett added that new signage has been placed at Boat Haven entrances. It is uncertain whether the City has done the same.

Mr. Pivarnik:

Coincidentally, the Coast Guard would be officially removing the Point Wilson fog horn next month, leaving the pole and light with power. This might dovetail nicely with the need to mount a new siren.

He continues to negotiate with Pete Hanke, Jr. of Puget Sound Express for use of the old Pygmy Kayak building. In addition to having a waiting room and the ticketing operations there, he would like to add a commercial kitchen to cater meals to his boats. Mr. Pivarnik is working with Maintenance to provide temporary water and sewer service until the infrastructure grant work can install permanent utilities.

He had met with FAA's Mary Vargas and reports that hangar development at JCIA continues to move forward and that the project could begin as soon as this summer.

Barry Shandre, the potential FBO operator, would be talking with the Port about lease negotiations. Staff has also met with County Staff about permitting.

Mr. Crockett:

On Tuesday, Staff met with Reid Middleton and permit agencies on the Point Hudson Marina redevelopment project. They also toured the site and reviewed the project. Soil sampling is the next biggest hurdle and will determine how quickly the project may move forward. The Corps of Engineers' permitting process would likely take about four months. Having former Landau employee Allison Reak, now a self-employed consultant, on our team offers confidence with the permitting process.

There is no new information on the bridge reconstruction yard. He still believes the Port has a good proposal and a good chance of being selected.

VIII. PUBLIC COMMENT:

IX. COMMISSIONER COMMENTS:

Commissioner Pirner:

During the Boat Show, a tenant had requested that as a safety feature, the Port install ladders on the docks in the Boat Haven and Point Hudson. Mr. Radon noted that he has arranged for a demonstration ladder to be tried at the fuel dock, adding that boat placement makes positioning ladders difficult.

Commissioner Sokol:

Commented that in his attendance of the Growth Management Steering Committee meeting he noted two issues of interest to the Port. The membership of this committee, which sets county-wide planning policies, said the unincorporated UGA would have representation, which would include three representatives from the Tri-Area. A previous BOCC had suggested that, because there are no elected officials in that area, the Chamber should recommend nominations. Another alternative mentioned is the solicitation of applicants to the County. He felt that because of the geographic spread of those with significant economic stakes in the growth of the Tri-Area – large property and business owners – should not be excluded by residency requirements. The BOCC Staff was apparently tasked with preparing language for the Commissioner's selection process. It was also decided that the Port Ludlow Master Plan Resort would have one representative – another selection for which the BOCC has final approval authority. There would be another meeting to arrive at a final recommendation. Mr. Crockett also had given a briefing on the industrial land bank at the Joint meeting. While the airport is a logical location, two can be designated in the County. He was surprised by Councilmember Sandoval's insistence that all in-city opportunities be investigated before supporting one at the airport. He believes there would be more discussion at next week's Intergovernmental Meeting. There was additional discussion of the challenges of small businesses to afford in-City development.

Commissioner Beck:

Reported hearing many positive comments about the Point Hudson facilities at the boat show, mainly about the new wooden dock, the desirability of staying close to downtown restaurants and shopping and the unusual ability to reserve a spot in the marina.

X. NEXT MEETING:

Wednesday, February 9, 2005 at 1:00 PM at the Point Hudson Marina Room, Port Townsend, WA. A workshop would begin at 9:30 AM.

XI. EXECUTIVE SESSION: None

XII. ADJOURNMENT:

The meeting was adjourned at 8:32 PM, there being no further business to come before the Commission.

ATTEST:

President

Secretary

Vice President