

## **PORT COMMISSION MEETING – October 26, 2005**

The Port of Port Townsend Commission met in regular session at the Tri Area Community Center in 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 with the following additions and changes:**

- VI. New Business
  - A. Marina Room Use – Visitor Center Volunteers
  - B. Water Resource Inventory Area 17
  - C. Port Townsend Bicycle Association Request

### III. CONSENT AGENDA

- A. Approval of Minutes – 10/12/05
- B. Approval of Warrants
  - #33223 through #33245 in the amount of \$26,803.61
  - #33246 through #33249 in the amount of \$13,720.06
  - #33250 through #33297 in the amount of \$129,023.46
- C. Resolution # 451-05 – Authorizing Sale of Abandoned Vessels

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

### IV. PUBLIC COMMENTS (Not related to agenda)

Linda Ferris from Gathering Place spoke to the Commission about upgrades to the yard and their portion of the building where their program is operating at Point Hudson. She presented 2006 calendars to Port Commissioners and staff. The Port logo appears on the year-at-a-glance. There will be an Open House with the artists of their second calendar (program participants) on Tuesday, November 1<sup>st</sup>. Linda requested a written one-year commitment from the Port for the Port-owned building, as they will need it for pursuing future grants.

### V. OLD BUSINESS

- A. Contract Addendum For Richard Berg  
Mr. Pivarnik described the contract addendum for additional services to include design of additional improvements to a portion of the Hospital Building. The Commission was asked if they wanted to proceed with these additions, and a motion was quickly made in favor.

**Commissioner Pirner made a motion to increase the maximum payment for Richard Berg's services to \$24K. The motion passed unanimously.**

- B. Airport Project Update

Mr. Pivarnik explained the progress being made with moving the T-hangars. The foundations and aprons are excellent and have increased the value of the hangars, with one recently being sold at a significant increase. Mr. Pivarnik stated the septic system is out for bid, and completion is expected around the first of the year. He also informed the Commission that the FBO's paperwork is awaiting approval from the FAA. Verbal approval has been given by the Corps of Engineers to begin construction of the storm water retention pond but the Port is awaiting written approval. The Corp will also be sending a letter describing corrections to be made for the disturbance of a wetland area by the Aero Museum project, but they did not issue a stop-work order.

C. Hospital Building Update

Mr. Pivarnik reported that 23 sets of drawings were sold as the renovation project went out to bid. Fifteen companies had representatives at a walk-through. Mr. Pivarnik explained the specs and bids cover “Suite A” portion of the renovation only, as illustrated on design concept drawings at the Port offices and shown to the Commission. Three bids were received. The low bid was from Aldergrove Construction, Inc. of Port Angeles. If their references check out, it is the recommendation of staff that the low bid is accepted and contract is awarded. Discussion followed.

**Commissioner Sokol made a motion to award the contract to the low bidder (Aldergrove Construction, Inc.) contingent upon reference checks, in the amount of \$694,543 to include sales tax. The motion passed unanimously.**

D. Shoreline Master Program Update

Mr. Crockett presented an update but indicated it continues to change. There was an Oct. 20 special public hearing with City Council on SMP. Planning Commission had approved a draft and forwarded it to Council for adoption. They were going to hold a second public hearing on Oct. 24 but there was a conflict and it has been deferred until Nov. 17. To a large extent, people were on board with the content of the SMP at the first hearing. Council might conditionally approve it soon. Discussion followed and there was a concern expressed by Commissioner Sokol that City Council requested Guy Hupy to develop drawings of how Point Hudson might best be developed for various uses. This is not authorized or solicited by the Port, for Port-owned property. There was also concern expressed about Council discussion on what is considered historic and what is not at Pt. Hudson, and the definitions revolving around the term “resort”.

**Commissioner Sokol made a motion that the Port submit a letter to the City Council stating that any such drawings and ideas are not authorized nor solicited by the Port. The motion passed unanimously.**

E. Presentation of Draft 2006 Operating Budget

Mr. Taylor presented the draft budget, and reviewed the most significant elements. He said we are right on schedule for the public hearing and wrap-up to then finalize the budget. To date he has not heard any comments on the draft budget. Actual numbers year-to-date for 2005 and proposed 2006 figures were reviewed. Discussion followed, with some Q&A between the Commissioners and Mr. Taylor. Details of the 2006 budget are on file at the Port offices. Mr. Taylor was commended for his extensive work on preparing the budget. Commission President Beck pointed out that the Port’s budget is out in the open for anyone to review.

VI. NEW BUSINESS

A. Marina Room Use – Visitor Center Volunteers

Commissioner Sokol indicated the 100+ volunteers of the Visitor Center need a meeting place for their annual Holiday Party. He indicated they do a lot to promote the Port, and suggested making the Marina Room available free of charge.

**Commissioner Pirner made a motion to offer them the Marina Room at no charge. The motion passed unanimously.**

B. Water Resource Inventory Area 17

Mr. Crockett reminded the Commission that the Port is a voting member at the table for the planning unit. The Port needs to list an alternate, but right now has Mr. Crockett listed as the sole representative.

**Commissioner Sokol made a motion nominating Commissioner Beck as the representative and staff to choose another individual to list as an alternate. The motion passed unanimously.**

C. Port Townsend Bicycle Association Request

Mr. Pivarnik discussed the letter he received from the PT Bicycle Association requesting use of some space at Point Hudson for a bicycle rally event the same weekend as Rhododendron Festival, including use of showers etc. Mr. Pivarnik recognizes it as a good cause but indicated the Port does not have the facilities available due to other commitments of the property during the festival weekend. A

letter will be sent expressing the Port's inability to accommodate the group at that time.

#### VII. STAFF COMMENTS

Mr. Taylor indicated the airport fueling system shut down last Thursday at 3pm. The system was able to take Club Cards and cash but not process credit card transactions. After trying several modems, an antiquated modem worked and the system was restored on Tuesday around 1pm. A new system will soon be purchased and implemented. It is included in the budget under equipment purchases. Mr. Taylor also reviewed the timetable for the proposed LTGO bond issuance.

Mr. Radon discussed the 'Fish Expo' coming up Nov. 17-19 in Seattle. Pacific Marine Expo is an event that the Port attends every other year when it is held on the West Coast.

Mr. Pivarnik indicated the need for a short executive session on a real estate issue.

Mr. Crockett reminded the Commission of the Nov. 10 economic summit being put on by the EDC. Keynote speakers are elected representatives from our district. There may be an evening meeting with the elected representatives as well. TBA. Mr. Crockett also indicated the Tacoma Narrows Bridge will have a \$3 roundtrip toll, and public hearings are being scheduled.

#### VIII. PUBLIC COMMENTS

**It was requested that the following addendum be made to Public Comments portion of the minutes for the October 12, 2005 meeting, due to its omission from those minutes:** Linda Swisher addressed the Commission, representing the Jefferson County Pilots Association. She was happy to announce that the main plaque has been installed on the Pilot's Memorial at Jefferson County International Airport. This project has taken many months of hard work and the membership of JCPA is proud of the accomplishment. In the near future the Commission will be receiving an invitation to the dedication ceremony for the memorial.

Gloria Bram asked Mr. Taylor for clarification on employee benefit increases indicated in the proposed budget. Mr. Taylor explained the increase includes health care and retirement contributions.

#### IX. COMMISSIONER COMMENTS

Commissioner Sokol indicated the WPPA Legislative Committee will meet on Nov. 10<sup>th</sup>. He noted two items that WPPA will sponsor. He also commented on the Ft. Worden Advisory Committee. Discussion followed on how Commissioner Sokol suggested the park might increase its revenue to avoid parking fees.

#### X. NEXT MEETING: Wednesday, November 9, 2005 at 1:00 PM at the Point Hudson Marina Room in Port Townsend, WA. Workshop at 9:30 AM, same location.

#### XI. EXECUTIVE SESSION (if needed)

The Commission recessed at 8:28PM in order to go into Executive Session with no action taken.

#### XII. ADJOURNMENT

The regular meeting was adjourned at 8:45 PM.

Recorder: D. Kilburn

ATTEST:

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Secretary

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President

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Vice President