

PORT COMMISSION MEETING – December 14, 2005

The Port of Port Townsend Commission met in regular session at the Marina Room at Point Hudson in Port Townsend, WA.

Present: Commissioners – Beck, Pirner, 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 1:02PM.

II. APPROVAL OF AGENDA

The following items were added to the agenda:

Old Business Item B: Landfall Restaurant Conceptual Design
Item C: Hospital Building Improvements – Phase 2
New Business Item C: Personnel Matter

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

Executive Director Crockett indicated the need for executive session following regular meeting agenda.

III. CONSENT AGENDA

A. Approval of Minutes – 11/28/05

B. Approval of Warrants

#33476 through #33476 in the amount of \$ 16,092.64

#33477 through #33501 in the amount of \$ 30,553.65

#33502 through #33508 in the amount of \$ 39,447.07

#33509 through #33509 in the amount of \$ 942.81

#33510 through #33603 in the amount of \$ 91,662.86

C. Write-off Register

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

IV. PUBLIC COMMENTS (Not related to agenda)

V. OLD BUSINESS

A. Shoreline Master Program Update

Mr. Crockett indicated he and other Port representatives attended the most recent meeting of City Council regarding this issue. They're still discussing Indian Point development. There were also email developments regarding the wording of the Point Hudson section. The Port has objected to certain language as it disrespects the Port's efforts with that property. This is an ongoing matter that needs further correction and clarification. The City drafted a resolution, but any additional changes are unknown at this time. The Port staff will continue to follow up on these issues.

B. Landfall Restaurant Conceptual Design

The Commission reviewed the Landfall Restaurant conceptual design renovation and rebuilding, as presented in the earlier workshop.

Upon motion of Commissioner Beck, the Commission unanimously approved the concept as submitted.

C. Hospital Building Improvements – Phase 2

Mr. Crockett described the idea of and design for using the remainder of the downstairs of the building for restrooms, showers and laundry facilities. He said it can be done more quickly and efficiently than building a separate and new building for these facilities.

Upon motion of Commissioner Pirner, the Commission unanimously approved Port staff to move forward with pricing estimates and project planning.

VI. NEW BUSINESS

A. Operations Report – Month of November 2005

Mr. Radon reported that while ramp fees had dropped off, moorage numbers are strong. The passes are in for 2006 and an ad will run to let the public know. Haul-out and yard operations figures were down for the first month all year, but overall the numbers are greater than a year ago as far as boats in-yard. The Navy's tenders are gone but other jobs are due in. Point Hudson transient moorage numbers fell off in November, largely due to weather. RV numbers are holding very strong for the month and year. Discussion followed.

B. 2006 Capital Budget & 5-Year Capital Plan

Mr. Crockett described the proposed Capital Budget and 5-year Capital Plan, and recommended the Port adopt such a plan in order to look toward future expenditures and improvements. Discussion took place, and it was explained that the projects for 2007-2010 are those that are envisioned at this time. It is a "living document" that can be amended. 2006 will be a really aggressive schedule, with numerous projects to follow.

Upon motion of Commissioner Sokol, the plan was accepted and approved as presented, to be amended as necessary in the future.

C. Personnel Matter

Commission President Beck was asked by Commissioner Sokol to recuse and excuse himself from the next agenda item, it being a personnel matter. Once Mr. Beck left the room, Commissioner Sokol read Resolution 457-05 that proposed an immediate re-naming of the Quilcene Port property to the "Herb Beck Marina and Industrial Park. The resolution was immediately approved and adopted by Commissioners Sokol and Pirner. It was noted that Commissioner Beck is the longest-sitting port commissioner in the State of Washington and has served the Port for 32 years. Commissioner Beck returned to the meeting, read a copy of the resolution, and humbly responded with deeply felt gratitude. He was recognized with applause during a standing ovation. At a future time there will be a dedication ceremony and a sign erected on the property.

VII. STAFF COMMENTS

Mr. Harris inquired about the need for Executive Session. Mr. Crockett indicated it could be about 45 minutes, regarding legal, real estate and personnel issues, with or without decision.

Mr. Taylor gave a brief wrap-up on the bond issuance that has taken place. There were two issues for a total of \$7MM (\$5MM in new money and \$2MM refunding of 1997 LTGO Bonds).

Mr. Radon commented on the boatyard permits that had been granted, the Seattle Boat Show rescheduling due to the Seahawks' playoffs home game, and the Coast Guard cutter Osprey. The Osprey is due for dry dock work and there are three companies trying to land the project. Our boat lift had not been certified, but a Port Angeles firm took the lead and we now have the certificate granted to haul out the Osprey. It is likely that vessel will be serviced in our Port, and that whole class of cutter can now be hauled out here. Finally, Mr. Radon discussed the Discovery Bay Salmon Derby expansion to include the Boat Haven as a check-in point, thanks to much work by Mike Thornburg. This could generate considerable revenue for area businesses and the Port. The derby takes place in February.

Mr. Pivarnik discussed a Request for Proposal to manage the Quilcene Gravel Pit. The actual RFP will be brought back to the Commission for approval. He also explained the storm water retention project at the airport and the Corp of Engineers' most recent communication. Copies of their letter were distributed.

Mr. Crockett commented on the Corp of Engineers' issue with the Port's project at the Airport. Further action may be necessary to move the project forward.

VIII. PUBLIC COMMENTS

Clare Candler congratulated Commissioner Beck, and commented on RV usage at Point Hudson. He says it's convenient for the downtown, his friends have used the facility, and the City should have no objection because the RVers spend money in area businesses. (Mr. Crockett pointed out the draft resolution allows the RVs to continue to use the Point Hudson area.) Mr. Chandler also indicated that Point Hudson is a stop-off and launching point for boaters heading up into the islands. Transient boaters

need a meeting room of some sort, with their burgees from their clubs etc., possibly in the new Landfall Restaurant.

Gloria Bram described for the record that the new Landfall Restaurant concept allows for two handicapped parking spaces and an elevator, making it more than ADA-compliant.

Daphne Kilburn indicated the Point Wilson Power Squadron is being revitalized and will use the Port facilities more and more, including a future power squadron rendezvous. The Squadron will be sending volunteers to paint and work on the grounds of the Coast Guard building while the Osprey is in dry dock.

IX. COMMISSIONER COMMENTS

Commissioner Sokol said the summer meeting in Quilcene should include the sign change to honor Commissioner Beck.

X. NEXT MEETING:

REGULAR MEETING: Wednesday, December 28, 2005 at 10:00 AM in the Administration office of the Port of Port Townsend.

XI. EXECUTIVE SESSION

The regular meeting was recessed at 1:54PM so as to conduct Executive Session.

XII. REGULAR SESSION (reconvened)

The regular meeting reconvened at 2:16 PM. **Commissioner Sokol** moved to grant staff the authority to proceed with negotiations to buy out the Port Townsend Industrial Park ground leases, pending appraisal, review of existing subleases, inspection of the buildings, and other related items as spelled out in the Purchase and Sale Agreement. **Motion passed unanimously.**

XIII. EXECUTIVE SESSION

The regular meeting was recessed at 2:19 PM in order to meet again in Executive session.

XIV. REGULAR SESSION (reconvened)

The regular meeting reconvened at 2:34 PM. **Commissioner Pirner** moved to authorize the Executive Director to negotiate and sign employment contracts with the Deputy Director, Finance Director, Director of Marine Facilities, Senior Accountant and Executive Assistant, containing the same essential terms as the Executive Director's contract. **The motion passed unanimously.**

Commissioner Beck moved to approve 2006 annual salary levels for the Executive Director at \$84,530 and Finance Director at \$72,985. **The motion passed unanimously.**

XV. ADJOURNMENT

The regular meeting was adjourned at 3:38 PM.

Recorder: D. Kilburn

ATTEST:

President

Secretary

Vice President