

PORT COMMISSION MEETING – June 8, 2005

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
Deputy Director – Pivarnik
Operations Manager - Radon
Auditor – Taylor
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 with the following deletion:

V. Old Business:

A. Airport Hangar Project

and approved with the following additions:

V. Old Business:

B. Reaffirm PUD's Well Options at JCIA

VI. New Business

D. Resolution No. 446-05 – Authorizing Executive Director to WSDOT Aviation Division Grant Application and Pledging Matching Funds for WSDOT Grant

III. CONSENT AGENDA:

A. Approval of Minutes – May 25, 2005

B. Approval of Warrants:

#32402 through #32430 in the amount of \$34,837.68

#32431 through #32437 in the amount of \$46,124.32

#32438 through #32484 in the amount of \$54,430.53

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

IV. PUBLIC COMMENTS (NOT RELATED TO AGENDA):

Gloria Bram:

Asked to consider keeping wood floors and transoms at Point Hudson Hospital Building when renovating and using baseboard heating. While living in Florida, they had an attic fan that took out hot air and brought cool air in. This was very efficient. She also suggested the Port staff contact the asbestos removal crew from the State Correctional Institution at Purdy. Larry Crockett added that Skookum provides asbestos removal services also.

V. OLD BUSINESS:

B. Project Control Form – Point Hudson Hospital Building – Office Renovation

Don Taylor, referring to pages 8-10 of agenda, detailed Port labor is estimated at \$45K (+ or -), \$20K for materials, \$200K for sub-contracting and \$35K for contingency. This project control form asks the Commission for approval of \$300K, which the Executive Director will appropriate as necessary, rather than getting approval for individual contracts in each category of the renovation project. For money spent in these categories (i.e., labor, materials, sub-contracting, etc.) Port staff will detail this in future Commission packets.

Don Taylor offered to provide a spreadsheet behind the Project Control forms.

Commissioner Sokol moved to approve the Project Control Form for the Point Hospital Renovation and approve delegation of authority to the Executive Director, as necessary, to develop contracts and have signed, using guidelines from page 9-10 of June 8, 2005 Commission packet, as estimated costs. Also for Port staff to provide status of spending at Commission meetings. The motion passed by a unanimous vote.

C. Reaffirmation of PUD's Well Options at Jefferson County International Airport

Larry Crockett reminded that permission was granted in the past from Port Commission for PUD to drill an additional well at JCIA, but no motion was made. We received documents from PUD for the Executive Director to sign. These papers state that County ordinance requires a 100' protection zone around the well, where nothing can be built in that area. PUD has applied for permits with the County to build a well building. Mr. Crockett requests Commission's approval to sign these documents. Commissioner Beck asked if PUD would be partnering with the Port on fire flow. Mr. Crockett confirmed they would.

Commissioner Beck moved to authorize PUDs drilling of an additional well at JCIA. The motion carried by a unanimous vote.

VI. NEW BUSINESS:

A. Operations Reports

Ken Radon reported that numbers are good in the Boat Haven, although nightly guest moorage is down slightly in May of this year as compared to May of 2004. However, year-to-date numbers are about 70 more than 2004 y-t-d. Strong show of haulouts this spring. May ramp fee numbers are ahead of May 2004. We have surpassed year-to-date totals from 2004 and should expect to see more of an increase near the end of June for the July 1 opening of crab season. Yard operations show the 70-ton lift is down in numbers this May as compared to May of 2004, and slightly down year-to date as compared to 2004, from 307 to current y-t-d 304. Overall hoist totals number 763 y-t-d as compared to 741 y-t-d in 2004. 300-ton outs form May of 2005 were same as last May, however 2005 y-t-d is ahead of last year. Numbers up in billable lineal footage in yard. Presently, 22 boats occupy space in long-term storage. Boats are current in payments there.

At JCIA, all 16 hangars were occupied in May, along with 1 paved tie-down and 4-grass, 16 nightlies. Commissioner Sokol commented on how the long-term parking lot at the airport seems to have many cars. Mr. Crockett added that some are commuters. Mr. Radon noted that Tami Ruby checks airport parking lot and tie-downs daily. Security at parking lot hasn't been a problem recently. Mr. Radon reminded of a person camping at airport a few years ago, but no problems reported lately.

Mr. Radon reported that Point Hudson Marina had a very good May. Numbers are up a bit y-t-d and as compared to May of 2005. Summer weekends are about full with club bookings.

B. July Port Commission Meeting in Quilcene

Larry Crockett reminded the Commission that the Port tries to hold a July Commission meeting in Quilcene. Staff has reserved the Quilcene Yacht Club for the July 13, 2005 workshop and meeting.

Commissioner Beck moved to hold the July 13 Commission workshop and meeting at the Quilcene Yacht Club. The motion carried by a unanimous vote.

C. Annual Paddle In

Larry Crockett reported that he has been contacted by the tribes on the upcoming July 30-31 annual Paddle In. Tribes would like to land canoes on the Boat Haven Beach, inside the trestle area on Port property. There will be 15-18 canoes.

Memorial Field has been provided for camping Mr. Pivarnik asked if we would coordinate with the County, as the canoes would be pulled up on the Larry Scott Trail.

Commissioner Sokol made a motion to greet and welcome the canoes on the assumption that there is no conflict with canoe landings on the Larry Scott Trail, with a letter to be written by the Executive Director to the City and County, asking for this permission. Commissioner Beck seconded the motion and it was passed by a unanimous vote.

D. Resolution No. 446-05 Authorizing Executive Director to Submit Federal Grant

Application and Pledging Matching Funds for FAA Grant and Grounds Maintenance at JCIA

Don Taylor reported that the WSDOT requires a resolution from the Commission for the FAA Grant application. The first part of the grant requests from WSDOT, Aviation Division, \$19,650, which is 2-1/2% of the FAA match. The second part asks for 90% funding for ditch cleaning along runway and taxiways, totaling \$43,735 with a \$5,000 match from the Port. In total, the Port is requesting \$63,000 from the Aviation Division of WSDOT. This resolution authorizes the Port to submit the application and to pledge matching funds from the Port.

Commissioner Pirner moved to adopt Resolution No. 446-05. The motion carried by a unanimous vote.

VII. Staff Comments:

Don Taylor:

Mr. Taylor will be absent from June 22 Commission meeting, as he will be attending the WPPA Finance & Administration Conference in Seattle.

Ken Radon:

Mr. Radon reported he is working on the RFP for the Quilcene Gravel Pit to establish a safe slope in the pit and for the removal of the ridge section by Coast Seafood. Mr. Crockett expressed that he would like to see this completed by July or August, since this is the only warm water beach in the county attracting many kids and he does not want to see an accident occur here.

Larry Crockett:

This Friday, June 10 is the PRTPO meeting at the WSU campus in Hadlock from 10:00 AM to Noon. One hour has been set aside for Jefferson County presentations. Speakers consist of Dave Turissini from Jefferson Transit, the City of PT speaking on the Washington State Ferry issue, and Mr. Crockett will present a briefing on the airport.

The May 25 Commission meeting was Port Recorder Joanna Sander's last day. Staff has received about 5 resumes for this position, 2-3 looking quite impressive.

Also, Shannon Signs contacted staff last week, requesting to hang a banner on the Port fence that borders Sims Way. As of this meeting, the City has not found anyone to continue hanging banners over Sims Way by the Visitor's Center. Commission agreed that once we start hanging banners, we will begin to receive many requests and it could become an advertising mess.

VIII. PUBLIC COMMENTS:

Dave Thompson:

Asked about the appropriateness of moving the Port Administration office to Point Hudson. He is concerned that most of the action is at the Boat Haven end of town and it would be more convenient for the Admin. office to stay at this end of town. It is not a bad idea to renovate the Point Hudson Hospital Building, but to rent it to other businesses. Most revenue is generated by the Boat Haven moorage customers, so he believes that money should stay with moorage rather than use it to renovate the building. He reminded the Commission of a past pledge to improve the A/B docks at the Boat Haven with moorage revenue and this still hasn't been accomplished.

IX. COMMISSIONER COMMENTS:

Commissioner Pirner:

Suggested that Commissioners wear 80th anniversary tee shirts to summer meetings.

Commissioner Sokol:

Attended the Intergovernmental meeting yesterday. Port Commission briefed group on the Point Hudson Hospital Building renovation, U.S. Custom's issues, and an Airport update. Most comments were on Economic Development and Industrial Land Banks. City and County seem disinterested in this subject. In his opinion, the County should probably spend their money and energies on putting the UGA back on track rather than the Industrial Land Bank.

PUD has option to purchase Peterson Lake property for water storage reservoir, approximately 243-246 acres. Commissioner Sokol said that PUD Commissioner King reports that from the driest month to the wettest month, water level only fluctuates about 10-16". Commissioner Sokol recommends a letter of support from the Port Commission on the purchase of this property.

Commissioner Beck:

Talked with Ken Dressler at Quilcene Marina requesting, to put the raft in the water for the upcoming swimming season and to clean beach area of storm debris.

Commissioner Beck asked for update on Mats Mats ramp. Ken Radon reported that permits were submitted May 9 and he met onsite with Washington Dept. of Fish & Wildlife on approximately May 15. Waiting to hear on permit status from Randi Thurston of Fish & Wildlife. A concern is the pickle weed growing between concrete planks, which would be removed and replanted once work is complete. Jefferson County is doing the SEPA and Ken gave them a 7-page SEPA checklist to help with process. Mr. Radon also sent an update letter to Maggie Smith so that she can inform Mats Mats residents of status at their community picnic this Saturday. Larry Aase is drawing up a parking schematic for striping the parking lot.

X. NEXT MEETING:

Wednesday, June 22, 2005 at 7:00 PM at the Tri-Area Community Center, Chimacum, Washington.

XI. EXECUTIVE SESSION: None

XII. ADJOURNMENT:

The meeting was adjourned at 1:50 PM, there being no further business to come before the Commission.

ATTEST:

President

Secretary

Vice President