

## **PORT COMMISSION MEETING – February 22, 2006**

The Port of Port Townsend Commission met in regular session at the Tri Area Community Center in Chimacum, WA.

Present: Commissioners – Beck, Sokol, Thompson  
Executive Director – Crockett  
Deputy Director – Pivarnik  
Director Marine Facilities – Radon  
Auditor – Taylor  
Attorney – Harris

### I. CALL TO ORDER

The meeting was called to order at 7:00PM.

### II. APPROVAL OF AGENDA

The following items were added to the agenda:

Old Business Item A: Townsend Bay Marine, thus moving Items A. and B. down.

Old Business Item D: Aero Museum Update

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

### III. CONSENT AGENDA

A. Approval of Minutes – 2/08/06

B. Approval of Warrants

#33946 through #33968 in the amount of \$ 29,266.38

#33970 through #33974 in the amount of \$ 16,595.49

#33975 through #34027 in the amount of \$ 154,205.30

#33942 through #33945 as VOIDS

#33969 as a VOID

C. Resolution No. 462-06 – Authorizing Sale of Abandoned Vessels

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D. Write-off Register

E. Cascadia Planning Services – Month to Month Lease

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

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

### V. OLD BUSINESS

A. Townsend Bay Marine

Mr. Crockett explained a letter received by the Port from Townsend Bay Marine which included a rendering of their current facilities and proposed additions and expansion. They are requesting a temporary sheltering building and modifications to their existing lease, adding an 18-foot-wide strip. They also seek another section of property for a new building. The proposals were discussed at length, with much focus on the need for additional and adequate parking. Paul Zeusche of Townsend Bay Marine described his company's expansion and increase in number of employees, dollar figures of pending and near-future projects, and justifications for their proposal/request. Mr. Crockett indicated staff is still assessing all the elements in the TBM letter, and will bring a plan to the Commissioners at the March 8th workshop or meeting.

B. Seton Land Exchange

Bruce Seton seeks a fairly equal parcel-size land swap with the Port along Highway 19. Mr. Pivarnik provided a plat map with the parcels marked. Mr. Seton has agreed to pay for the timber value of the Port parcel (\$23,919 est.). The Port needs to surplus the lot, remove it from AEPF listing, and take several steps to make the exchange of property possible. Discussion followed.

**Upon motion of Commissioner Beck, the Commission unanimously agreed the Port should move forward with the necessary steps to move toward the land exchange.**

C. Bids for Phase 3 of Point Hudson Hospital Building

Mr. Pivarnik indicated the contractor of the hospital building project could not bid Phase 3 for under \$200,000, so that phase had to be put out to bid. The bid opening was on this date, with Aldergrove the only bidder at \$268,850.42, including W.S.S.T. Mr. Taylor indicated the current Project Control Form brought the project to \$1,268,000. As of today, the cost is \$1,326,000 with the Phase 3 bid and there will be more costs, bringing it close to \$1.4 million. Aldergrove Construction put in a bid for \$268,000 for Phase 3. The alternative had been an entirely new building and would have cost over a million dollars.

**Upon motion of Commissioner Sokol, the Commission unanimously approved the award of the Phase 3 project to Aldergrove Construction based on their submitted bid.**

Discussion followed on the square footage available for rent in this project and the subsequent revenue it would generate for the Port.

D. Aero Museum Update

Commissioner Beck requested an update of this project and that it be placed as a topic for the workshop in March. The construction of the building is continuing, and septic is being installed. Mr. Pivarnik said issues such as the parking lot remain to be finalized or resolved, as well as survey discrepancies and other issues. Discussion followed.

VI. NEW BUSINESS

A. Dredging of Herb Beck Marina

Mr. Crockett explained it is a lengthy process to get permission to dredge. The process takes at least 6 months, more likely a year. The cost can be about \$70,000. Mr. Crockett feels this should be a workshop topic, and an assessment made to determine where this should fall in the list of priorities. Money has not been budgeted this year for this project. Commissioner Beck indicated the entrance has become difficult even for smaller vessels at low tide, and it needs to be done. Discussion followed.

B. JCIA Fuel Management System Upgrade and Potential Fuel Supply Agreement

Mr. Taylor described the need for replacing the fuel management system for approximately \$12,000 and 4-6 weeks lead time. Purchasing the fuel from an independent vendor is the current method for fuel supply. Av-Fuel, Inc. proposed a five-year agreement and would contribute to the fuel system purchase cost. Mr. Harris has some concerns and issues. If the contract is over \$200,000 it has to go to bid. Extended discussion followed. It was agreed the Port should continue to buy fuel without a multi-year supply agreement.

**Upon motion, made then amended in dollar amount by Commissioner Beck, the Commission unanimously approved the allocation of \$15,000 for the purchase and installation of the new fuel management system at JCIA.**

VII. STAFF COMMENTS

Mr. Harris indicated the need for executive session. He also invited anyone present to come participate in the mock trial as evaluators this Saturday at the courthouse.

Mr. Radon reported on a successful derby this past weekend. Striping the lot, parking plan, staffing all worked well and the Port looked good in the eyes of many anglers. There were no ramp revenues but a lot of moorage fees brought in. The derby should continue to grow in subsequent years.

Mr. Pivarnik indicated the local Audubon group would like to put additional birdhouses (6) on pilings in front of the Aladdin. Staff has no objections. The Commissioners indicated support. This is to benefit purple martins.

Mr. Crockett handed out a copy of the Port of Port Angeles resolution dealing with promotional hosting. He felt the Port of Port Townsend should develop a policy for this. Certain Port staff would be authorized to incur expenses through promotional hosting. There has been no governing policy or approved amount up until now. Mr. Crockett also said he has been working with the Indian Island leadership to offer them a tour of the Port facilities. That is likely later this month.

The executive session will deal with real estate and legal matters.

VIII. PUBLIC COMMENTS

Clare Candler emphasized the importance of providing good aviation fuel at a fair price. Good service will draw repeat customers. The Port needs to preserve its reputation as reliable and consistent. Some discussion followed his comments.

IX. COMMISSIONER COMMENTS

Commissioner Beck commented on space availability for the moorage boaters in Pt. Hudson during the period of renovations and construction. Mr. Crockett responded. Commissioner Sokol reiterated the long-term investment will be well worth the inconvenience. Discussion followed.

X. NEXT MEETING:

REGULAR MEETING: Wednesday, March 8, 2006 at 1:00PM in the Point Hudson Marina Room, with the workshop proceeding at 9:30 AM.

XI. EXECUTIVE SESSION

The regular meeting adjourned to Executive Session at 8:38 PM with possible decision(s).

XII. REGULAR MEETING (reconvened)

Upon adjournment of Executive Session, the Regular Meeting reconvened at 9:18 PM.

A discussion followed between the Commissioners and staff concerning the recent Events surrounding the departure of the Economic Development Council Director, and the future role of the Port. No action was taken.

XII. ADJOURNMENT

The regular meeting adjourned at 9:25 PM.

Recorder: D. Kilburn

ATTEST:

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President

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Secretary

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Vice President