

PORT COMMISSION MEETING – April 13, 2006

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

Present: Commissioners – Beck, Sokol, Thompson
Executive Director – Crockett
Deputy Director – Pivarnik
Finance Director – Taylor
Attorney – Winters

Absent: Director Marine Facilities – Radon

I. CALL TO ORDER

The meeting was called to order at 1:00PM.

II. APPROVAL OF AGENDA

The following items were added to the agenda:

Old Business Item C: Herb Beck Marina Dock Replacement

Item D: Liveaboard Policy in Boat Haven

New Business Item C: Quilcene Spit/Gravel Pit Project

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

III. CONSENT AGENDA

A. Approval of Minutes – 3/22/06 Regular Meeting and 4/7/06 Special Meeting

B. Approval of Warrants

#34215 through #34241 in the amount of \$33,865.21

#34242 through #34249 in the amount of \$41,606.29

#34250 through #34330 in the amount of \$252,846.49

#34211 as a VOID

C. Month-to-Month Lease for William Stuber

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

IV. PUBLIC COMMENTS (Not related to agenda)

Boat owner Neil Liden, who is currently a monthly guest in slip B139 spoke in support of change to the monthly guest boat moorage policy. He wishes to see the rates for boats in the water as “temporary moorage” be the same as for permanent moorage. Mr. Crockett responded with more background information on this matter. Staff will review rates and policy. Discussion followed.

V. OLD BUSINESS

A. Port Townsend/Keystone Ferry Update

Mr. Crockett attended an all-day session with the DOT last week, along with numerous government officials and entities. Several proposals were discussed for the Keystone terminal. Copies of the different proposed design changes were made available. Staff recommends the Port write a letter to the DOT which states the Port’s recommendations on the project.

Upon motion of Commissioner Thompson, the Commission unanimously approved Port staff drafting of a letter to the DOT on the Keystone Terminal project.

Discussion followed.

B. Discovery Bay Shellfish Lease

Mr. Pivarnik walked the property with Mr. Downey, adjacent to the JCIA. A one-year lease was developed on a portion of the property (approx. 150’x200’) which is *not* on federally-purchased FAA land. The parcel is fully permitted for this use. Attorney Winters clarified some language in the lease draft during discussion.

Upon motion of Commissioner Beck, the Commission unanimously approved the Port amending the wording as explained by the Port attorney and entering into said lease with Mr. Downey of Discovery Bay Shellfish for the term of one year.

C. Herb Beck Marina Dock Replacement

Mr. Pivarnik feels it could expedite the project if the Commission approves the awarding of the contract to one of the bidders, so they can begin manufacturing the dock system. It will not change the original footprint of the marina; insurance still needs to be settled. Staff recommendation was presented at today’s workshop, and the

dock type, if awarded to Topper, would be similar to the west dock at Point Hudson. The staff hours would be minimal as the contractor would manufacture, install and complete the project as a “turn-key” job.

Upon motion of Commissioner Beck, the Commission unanimously approved the award of the contract to Topper Industries for \$69,889.00 plus W.S.S.T.

Discussion followed, and Mr. Crockett believes the total cost will end up around \$80,000. Pre-fabrication work can begin while permits for installation are being obtained. Mr. Taylor will develop a project control form to be presented at the next meeting.

D. Live-aboard Policy in Boat Haven

Commissioner Thompson indicated there are some concerns about the live-aboard policy and its application to all subject boats in the Boat Haven. Family members and/or crew are staying aboard vessels without enforcing the existing policy.

Discussion followed. One concern is boat owners who leave town come back to find someone has stayed on their boat in their absence, without their knowledge. The primary issue is preventing boat owners from renting out their boat as a residential option for unregistered live-aboard tenants. Discussion continued.

Upon motion of Commissioner Thompson, the Commission voted unanimously to direct the Port staff to review the existing policy, and resolve this concern.

VI. NEW BUSINESS

A. Operations Reports – Month of March 2006

Mr. Crockett reviewed the month’s operations in Mr. Radon’s absence. All figures look very good compared to last year. Even Point Hudson shows increases, despite the weather. RV numbers are gaining back after a slower start to the year.

B. Heating Repair for Commander’s Beach House

Mr. Pivarnik discussed a letter from Jim Oldroyd regarding repairs needed for the heating system at the Commander’s Beach House. It raises an issue of Port policy, but it’s a different situation with a different type of tenant. Mr. Oldroyd was present to describe to the Commission the exact circumstances. He obtained a quote for two previous service calls and the replacement of a pump. He is concerned about losing a fairly new boiler and the resulting damage. He is looking for some assistance from the Port. He wishes for a cap on maintenance costs such as this issue. Lengthy discussion followed. The Commission feels the pump replacement cost should be broken out from the service calls, which typically are paid by tenants. Staff feels the tenants have been excellent stewards of the property.

Upon motion of Commissioner Thompson, the Commission unanimously approved that Mr. Crockett should find resolution for this matter with Mr. Oldroyd.

C. Sand Spit/Gravel Pit Project

Mr. Pivarnik revisited the morning workshop discussion of the issues surrounding the sand spit and gravel pit project in Quilcene. Some issues do not have enough details determined yet to proceed, while other aspects can move forward. A more definitive plan will be brought to the Commission for the next meeting. Discussion followed, and focused mainly on the greenhouse construction project. JD Gallant spoke at this point on looking at the area as a viable industry for the local community. He emphasized the Port use a great deal of caution in how they approach the projects. Further discussion followed, with question-and-answer and clarification between audience and Commission about excavation for the greenhouse and other details. The Port staff is not certain what the County will allow as far as grading and sloping. Quilcene resident Mike Whittaker spoke of his concerns regarding the material excavated from the gravel pit site.

Upon motion of Commissioner Beck, the Commission unanimously approved the Port begin investigation into elements of the project(s) and move toward demolition of the existing maintenance shed on the property.

VII. STAFF COMMENTS

Attorney Winters inquired about the SMP and who is monitoring. She also mentioned her dismay when she discovered the Governor had vetoed funding for MRSC.

This affects special purposes districts such as ours.

Mr. Pivarnik announced two T-Hangar leases have been signed for ten years. He and Mr. Crockett are communicating with three other tenants to indicate time is running out on making the long-term lease deal. Mr. Pivarnik also updated the meeting on the Administration Building project and move-in date. He expects the second meeting of May to be held there. Move-in is expected for May 10 or 11.

Mr. Crockett commented on the County's SMP. There will be a technical committee and a policy group, the latter on which they wish Port representation. Kickoff meeting date is to be determined.

VIII. PUBLIC COMMENTS

Mike Whittaker says Jim Spear is familiar with the operations of Quilcene's marina and is a good option for running it until the Port decides on a permanent replacement for the marina manager. He also commented on the perception of the marina, short-term moorage, year-round moorage, and use of the facilities. Mr. Crockett responded that he felt the moorage distinctions and policies should be reviewed. Discussion followed.

Kit Siemion inquired about full-time local boat owners getting a cost break. Commissioner Beck and Mr. Crockett responded that Federal funding sources require they treat all Port customers the same regardless of their residence.

Mike Whittaker mentioned the Donovan Creek dredging operation this summer and the remote possibility of piggybacking permits and costs of dredging equipment for the Quilcene facility. Port staff will look into it.

Jim Oldroyd added they would really like a long-term lease but they need a way to have certain maintenance protections in place.

IX. COMMISSIONER COMMENTS

Commissioner Beck indicated there is a long-range plan for the Quilcene Marina dating back to 1982 or 1983, and the Port is not just going about its business with that area in a short-term manner. Improvements are being approached according to long-range planning.

X. NEXT MEETING: Wednesday, April 26, 2006 at 7:00PM, Tri-Area Community Center, Chimacum.

XI. EXECUTIVE SESSION

None.

XII. ADJOURNMENT

The regular meeting was adjourned at 2:31 PM.

Recorder: D. Kilburn

ATTEST:

President

Secretary

Vice President