

PORT COMMISSION MEETING – October 27, 2010

The Port of Port Townsend Commission met in regular session in the Commission Chambers, 375 Hudson St, Port Townsend, WA

Present: Commissioners – Collins, Thompson, Erickson
Executive Director – Crockett
Deputy Director – Pivarnik
Auditor - Taylor
Attorney Lake
Minutes - Nelson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Collins called the meeting to order at 6:30 PM.

II. APPROVAL OF AGENDA:

Mr. Crockett informed that an Executive Session would need to take place regarding a real estate matter, estimated duration of 15 minutes, with no decision.

Per subject matter raised by Phil Andrus during the Public Hearing, Commissioner Collins added to **New Business, Item E** – Rate Differential: Jefferson County Residents and Non-Jefferson County Residents.

Commissioner Thompson moved to approve the Agenda.

Commissioner Collins seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA:

A. Approval of Minutes – October 13, 2010

Approval of Minutes - Special Commission Meeting– October 19, 2010

B. Job Description – Planning Analyst

Commissioner Thompson moved to approve the Consent Agenda as presented.

Commissioner Collins seconded the motion.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda):

None

V. PUBLIC HEARING ON 2011 OPERATING/CAPITAL BUDGET, 2011 RATES AND 2011 PROPERTY TAXES (1:59):

Commissioner Collins opened the Public Hearing at 6:32 PM. He explained the Port will welcome public comments at the meeting, with written comments accepted up until 3:30 PM, November 10, 2010. He then introduced Don Taylor who summarized the 2011 Second Draft Budget, dated October 13, 2010, ending his budget talk at 6:47 PM. Public Comments begin:

Chelcie Liu (17:54): posed a general question on the subject of ramp fees.

Glenn Davis of Quilcene (19:48): in his opinion, he thought the proposed ramp fee increases were disproportionate compared to other fee increases.

Don Haviland (20:30): read a statement from the Executive Committee of the Port Townsend Moorage Union.

Steve Tucker (21:34): spoke on the proposed boat ramp fee increases.

Bob Monier (24:53): commented on the proposed boat ramp fee increases.

Chelcie Liu (25:58): posed a question on the hoist issue, and whether striping and paving of the parking lot was in the 2011 budget.

Jerry Johnson (27:10): commented on the proposed boat ramp fee increases.

Phil Andrus (29:10): read portions of a letter from Bertram Levy to the Commission dated October 26, 2010 and portions of his written comments on the draft budget and proposed rate increases.

Mr. Crockett commented on the A/B dock parking lot paving.

Mr. Pivarnik added he likes the idea of increasing the daily launch ramp fee more, with less of an increase in the yearly launch ramp fee, rather than the proposed steep increase in the yearly fee proposed earlier.

Commissioner Collins explained the Planning Analyst position, which was questioned in the Public Hearing session.

Commissioner Erickson likes the idea of charging higher moorage fees to out of county residents, as posed in a comment during the Hearing.

Mr. Crockett addressed the subject of C/D dock repairs, commented on during the Hearing.

Commissioner Thompson commented on the A/B dock reconstruction project and how it had been discussed for years until it was finally able to actually happen.

With there being no further comments, Commissioner Collins adjourned the Public Hearing at 7:14 PM. Mr. Crockett reminded that written public comments on the budget will be accepted through 3:30 PM on November 10, 2010.

VI. OLD BUSINESS:

A. Quincy Street Dock Emergency Repair Update (44:48):

Mr. Pivarnik reminded of the three options for emergency repair of the Quincy Street Dock, presented at the previous meeting, per the emergency repair act approved by the Commission on October 13, 2010, and pursuant to RCW 39.04.280. Mr. Pivarnik described the recommended solution: to remove the upper structure (cross beams only) and replace with timbers. Price of \$28K + WSST. No permits are required for this repair and will take one day to complete. Dock will continue to be condemned but will be stabilized.

Commissioner Thompson moved to proceed with the repair described above at a cost of \$28K + WST.

Commissioner Collins seconded the motion.

Motion carried by unanimous vote.

B. Economic Strategy Group Update (54:20):

Mr. Crockett refreshed on the recent meetings he and Commissioner Collins have attended. He reminded of the Jefferson Joint Growth Management Steering Committee (JGSMC) Meeting coming up on October 28, 2010, where the Hovee Study will be discussed. Mr. Crockett explained three Committee workshops (public) would be scheduled in January 2011.

C. A/B Dock Update (58:54):

Mr. Pivarnik explained that construction is going very well. Some piles have been installed and new docks will start arriving next Wednesday. Two truckloads per day are scheduled until all docks are delivered.

D. Airport Industrial Park Advisory Committee (1:03:52):

Mr. Crockett explained that the legal ad for the Eco-Industrial Park Feasibility Study RFQ is in two editions of the PDN and The Leader. He explained the reasoning of the suggested members of the proposed Advisory Committee. He explained the Federal Grant received requires the funds to be spent by September of 2011.

Commissioner Collins moved to approve the formation of the Airport Industrial Park Advisory Committee, based on suggested representatives.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

E. Executive Director Evaluation Form (1:11:27):

Mr. Crockett passed out copies of the Executive Director Evaluation form, which needs approval. Commissioner Collins explained the additions he had made to the form. Due to the upcoming holidays, an Executive Session Commission Meeting will need to be called shortly after the November 22, 2010 meeting to go over the completed evaluations.

VII. NEW BUSINESS:

A. Financial Support for Team Jefferson (1:16:08):

Mr. Crockett explained the notice Katherine Baril, of Team Jefferson handed out at a recent CEO breakfast meeting. Team Jefferson, being the approved ADO for Jefferson County, is asking for financial support from the local governments, in the amount of \$25K each. This due to the fact that WSU, who has been providing much of their support has made many cutbacks, this included. A lesser amount has been set aside in the Budget for economic development. He explained that maybe we should use the newly adopted Non-Profit application, so that we can see in writing, what our deliverables from T.J. might be. This, along with more communication with the City and Team Jefferson, will help the Commission to make a decision.

B. WPPA Centennial – Book (1:30:48):

Mr. Crockett reminded how the Washington Public Ports Association had hired History Link to gather information and write essays on each of the public ports. The Association has asked these ports if they would each be willing to purchase 100 books at an approximate cost of \$8/book. Discussion on the numbers our port would be willing to purchase.

C. Freyja Boatworks Lease Extension (1:39:24):

Mr. Pivarnik explained that Freyja Boatworks' lease was up and the tenants have requested another 5-year extension.

Commissioner Collins moved to approve a 5-year lease extension on the Freyja Boatworks lease.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

D. Approval of Warrants (1:40:04):

Commissioner Thompson read the warrants, as presented:

Electronic Debit to Frontier Bank in the amount of \$8,223.32 for Washington State
Combined Excise Tax Report – September, 2010

Electronic Debit to Frontier Bank in the amount of \$14,086.96 for 3rd Quarter, 2010
L&I Taxes

Warrant #045327 through #045351 in the amount of \$36,960.36 for Payroll

Warrant #045352 through #045355 in the amount of \$15,788.28 for Payroll Benefits

Warrant #045356 in the amount of \$6,747.08 for Accounts Payable

Warrant #45357 through #45428 in the amount of \$1,148,183.69 for Accounts
Payable

Commissioner Thompson moved to approve the warrants as presented.

Commissioner Collins seconded the motion.

Motion carried by unanimous vote.

E. Rate Differential: Jefferson County Residents and Non-Jefferson County Residents (1:42:15):

In response to Mr. Andrus' request, staff will again look into the legalities of charging out-of-county customers a higher rate than in-county customers. Staff will gather documentation received earlier from the Army Corps of Engineers stating that rate differentials are not allowed when Federal funds have been used in the building of the marinas, etc.

VIII. STAFF COMMENTS (1:48:50):

Attorney Lake reported that she would be one of the presenters for the CLE course at the WPPA Annual Meeting. She also reminded of the Goodstein Memorial Auction.

Commissioner Thompson asked if she had heard anything from the National Parks on the Kah Tai records request. She replied that she has received massive amounts back from the City and should have any records from the Park service by mid-November.

Mr. Crockett reminded of the Peninsula Development District (PDD) meeting on renewable energy taking place tomorrow, as well as the Jefferson Joint Growth Management Steering Committee meeting tomorrow night. He also reminded of the Entrance Conference with the State Auditor tomorrow morning.

IX. PUBLIC COMMENTS (1:55:47):

Dave Griswold (Port Townsend Marine Trades Association (PTMTA) President) reported that the PTMTA elections were coming up. He also commented on marine trade businesses who do not have leased space in the Port.

X. COMMISSIONER COMMENTS (1:57:39):

Commissioner Erickson added that he would be happy to get involved in a working group with all marine trade businesses if one is formed.

Commissioner Thompson commented on the proposed annual launch ramp rate increase, thinking such a steep rate increase should be re-thought. He also believes the daily launch ramp rate could be increased more than originally proposed.

Commissioner Thompson moved to increase the daily launch ramp rate to \$10 and the annual launch ramp rate to \$45, effective January 1, 2011, and to amend the budget to reflect this.

Commissioner Collins seconded the motion.

Motion carried by unanimous vote.

XI. NEXT MEETING: Next regular meeting will be held Wednesday, November 10, 2010 at 3:30 PM in the Port Commission Chambers, 375 Hudson St, Port Townsend.

XII. EXECUTIVE SESSION: The regular meeting recessed into Executive Session at 8:36 PM for discussion of a real estate matter. The session ended at 8:49 PM, two minutes earlier than expected time. Mr. Crockett checked outside to see if any members of the public were waiting. With no one waiting outside, the regular meeting resumed, with no action taken.

XIII. ADJOURNMENT: The regular meeting reconvened at 8:50 PM and adjourned at 8:51 PM, there being no further business to come before the Commission.

ATTEST:

John N. Collins, President

Leif W. Erickson, Secretary

David H. Thompson, Vice President