

PORT COMMISSION MEETING – February 22, 2011

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 Harris – Goodstein Law Group
Minutes - Nelson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Thompson called the meeting to order at 3:00 PM.

II. APPROVAL OF AGENDA (0:31):

Commissioner Thompson called for Executive Session, Commissioners and Attorney only, on a personnel matter, with no decisions and duration of ten to fifteen minutes.

Commissioner Collins moved to approve the Agenda as amended.

Commissioner Erickson seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA (2:12):

A. Approval of Minutes – February 9, 2011

Resolution No. 555-11 – Authorizing Sale of Abandoned Vessel

Commissioner Thompson moved to approve the Consent Agenda as presented.

Commissioner Erickson seconded the motion.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda) (2:31):

Nicholas Johnson introduced himself as the new reporter at The Leader who will be covering Port issues.

V. OLD BUSINESS:

A. Landfall Site Redevelopment (3:35):

Mr. Crockett briefed on results from the interview team for the Landfall site proposals. He has heard no comments from the public since the last meeting. He did receive an email from Doug Lamy who asked to re-brief staff on his proposal; however, the cut-off date has already passed. Staff recommends accepting the recommendation of the interview committee; to have staff write a Letter of Intent to the Maritime Heritage Group.

Commissioner Collins reminded this is the second reading for the proposals.

Commissioner Thompson moved to approve the Letter of Intent to the Maritime Heritage Group as presented.

Motion had been tabled at the previous meeting.

Motion carried by unanimous vote.

B. 2011 Capital Budget and 5-Year Capital Forecast (7:38):

Mr. Taylor presented a draft of the 2011 Capital Budget & 5-Year Forecast.

Discussion was held on past and future capital projects; which projects had actually happened; actual monies spent on projects vs. what was budgeted; project priorities, which capital projects could be postponed, etc.

The subject was approached on the urgency of repairs to the D Dock Head Walk in order to support the Travel Lift pier replacement project.

Commissioner Collins suggested funding the C & D Dock repairs from the Boat Haven renovation fund. Mr. Crockett agreed with Commissioner Collins and recommended that the C & D Docks be consolidated on the same schedule.

Commissioner Erickson believes it would be more cost saving at this time, to spruce up the Mahina Yachts building and advertise to rent, rather than consolidating the moorage and yard offices into that building with major renovations.

VI. NEW BUSINESS:

A. January, 2011 Financial Update (43:17):

Mr. Taylor presented Monthly Financial Summary for January 2011. Mr. Crockett recommended, based on previous discussions held, for Mr Taylor to continue to present monthly financial summaries.

Commissioner Erickson added that if revenues continue to decline, the Port will need to continue to look for more ways to decrease expenses.

B. Economic Summit (56:39):

Mr. Crockett recalled Objective 2.2 from the Port's Strategic Plan, adopted in March of 2010, which calls for the Port to convene an annual economic summit. Many ideas and opinions were discussed amongst the Commission, staff and the public on the idea of an economic summit. Eric Toews suggested converging economic summit plans with the Joint Economic Development Strategy, which is already underway. After much discussion, it was agreed by the Commission that the Port has already served this goal (Objective 2.2), by participating in the many Joint Economic Strategy Group meetings have been held and continue.

Mr. Crockett asked if the Commission is willing to go forward with the Economic Summit, given the fact that Mr. Toews has volunteered his time for two meetings. The Commission agreed that Objective 2.2 has been met.

Mr. Pivarnik added that it might be a good idea to convene groups to help the Marine Trade businesses with their marketing plans.

C. Approval of Warrants (1:29:28):

Commissioner Thompson read the warrants, as presented:

Electronic Debit to Frontier (Union) Bank in the amount of \$2,362.08 for
Washington State Combined Excise Tax Report – January 2011
Warrant #046094 through #046119 in the amount of \$39,378.89 for Payroll
Warrant #046120 through #046123 in the amount of \$15,747.24 for Payroll Benefits
Warrant #046124 through #046167 in the amount of \$111,854.74 for Accounts
Payable

Commissioner Thompson moved to approve the warrants as presented.

Commissioner Collins seconded the motion.

Motion carried by unanimous vote.

VII. STAFF COMMENTS (1:30:37):

Mr. Crockett reported he has received a flurry of emails that there is a proposal in the Federal budget to do away with the RC&D office, which is under the Dept. of Agriculture. The Port sits on the local RC&D committee. This has been a great source of federal funding for forestry and agricultural entrepreneurs. He advised that he will be unable to attend this Thursday's RC&D meeting, as he will be in Olympia on business and asked if Commissioner Collins could attend prior to his PDD meeting the same day.

Mr. Crockett said he also has received some emails regarding State-owned aquatic lands and how the State will be reviewing a possible change in rents charged, primarily to marinas that are located on State aquatic lands. He said it isn't clear on the Port's PMA, where the Port manages these lands for the State and pays no fee. More to come.

Lastly, a Quilcene resident recently contacted him asking if the Port could place a swim float in the waters off the Quilcene swim beach. He reminded of the many floats we have from the A/B Dock project and explained Port staff could convert one to a swim float and install a ladder. His only concern is the Port's liability. The Port attorney added that we would need to place signage with a disclaimer of liability. Mr. Crockett added that this would be a seasonal float.

VIII. PUBLIC COMMENTS (1:36:58):

None

IX. COMMISSIONER COMMENTS (1:37:00):

Commissioner Erickson reminded that he had attended the February 1 Joint Economic Strategy Public Meeting in Quilcene and it was very well attended. He learned of the "Quilcene Conversations" meetings here, where the community brings ideas to stimulate their local economy by taking simple ideas and implementing them. They chose four projects to start, including beautifying Quilcene; a youth mentorship program; and, development of an advertising strategy.

Commissioner Collins informed that he has been attending the Jefferson Higher Education Committee meetings, although the last one was canceled. He reported that committee members met with Goddard College Board of Trustees recently, along with leaders from our community, to try to convince Goddard College to move to Fort Worden. The renovation of the proposed building for the college at Fort Worden is number one on the State's list of grants to community colleges.

Commissioner Thompson reported that he attended the recent regional PRTPO meeting in Kitsap County where they were reviewing the transit plans for four counties; Jefferson, Clallam, Mason and Kitsap. They are recommending to modify the transit plans to help them function better.

X. NEXT MEETING:

Next regular meeting will be held Wednesday, March 9, 2011 at 3:30 PM in the Port Commission Chambers, 375 Hudson St, Port Townsend.

XI. EXECUTIVE SESSION:

The regular meeting recessed into Executive Session, Commission and Attorney only, at 4:47 PM on a personnel matter, with no decisions and duration of ten to fifteen minutes.

XII. RECONVENING OF REGULAR MEETING:

The regular meeting reconvened at 4:55 PM.

XI: ADJOURNMENT:

The regular meeting adjourned at 4:55 PM there being no further business to come before the Commission.

ATTEST:

John N. Collins, Secretary

David H. Thompson, President

Leif W. Erickson, Vice President