

## PORT COMMISSION MEETING – February 9, 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  
Deputy Director – Pivarnik  
Auditor - Taylor  
Attorney Lake - Goodstein Law Group  
Minutes - Nelson

Excused: Executive Director - Crockett

### I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

Commissioner Thompson called the meeting to order at 3:30 PM.

### II. APPROVAL OF AGENDA (0:25):

Deputy Director Pivarnik called for an Executive Session regarding a legal issue, with an approximate duration of ten minutes, with no decisions expected.

**Commissioner Thompson moved to approve the Agenda as presented.**

**Motion carried by unanimous vote.**

### III. CONSENT AGENDA (0:49):

A. Approval of Minutes – January 26, 2011

Approval of Workshop Minutes – January 26, 2011

Commissioner Collins noted the following corrections be made to the January 26, 2011 meeting minutes, under “Commissioner Comments”: (These comments were spoken by Commissioner Collins and left out of the written minutes.) To add Commissioner Erickson’s name as also in attendance at the January 25, 2011 Joint Economic Strategic Working Group Public Meeting; and, in the comment Commissioner Collins made about the “push to fund a building at Fort Worden to be used as a higher education building...” to note that this was discussed at the Jefferson Higher Education Meeting held recently.

**Thompson moved to approve the Consent Agenda as presented, with the above noted changes to the January 26, 2011 Commission meeting minutes.**

**Commissioner Collins seconded the motion.**

**Motion carried by unanimous vote.**

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

None

### V. OLD BUSINESS:

#### A. “D” Dock Headwalk Rehabilitation (1:58):

Mr. Pivarnik informed that he, Mr. Crockett and Larry Aase recently met and discussed projects. One project proposed is the much-needed rehabilitation of the D Dock headwalk, which will be used as a staging area for the Travelift project. AMO Construction, who is presently onsite for A/B Dock project bid \$88K to reconstruct the headwalk, and Larry Aase is seeking additional bids. Tike Hillman, project manager on the A/B Dock project spoke highly of AMO and how they would work well on this project.

**Commissioner Collins moved to direct staff to go forward with the D Dock Headwalk project as proposed, for a maximum cost of no more than \$90,000.**

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

#### B. Landfall Site Redevelopment (7:14):

Mr. Pivarnik reminded of the three proposals received for this project and the two submitting groups who had been interviewed by the Port’s committee. Unanimously, the committee recommends choosing the Finnie group.

Commissioner Thompson asked for comment from the teams who submitted these proposals.

Richard Berg stated that their proposal was built around the idea of having Carol Hasse/Port Townsend Sails as one of the anchor tenants. Since then, she has stated that she would like to remain in her current space. Mr. Berg suggested that the City and Port meet to work on changing the SMP ruling as to what types of tenants are allowed in the Armory Building in order to open up other options. One idea is to leave the downstairs open to marine trade businesses and to open the upstairs to other tenants, such as lawyers, architects, etc.

Mr. Pivarnik clarified that the SMP currently allows only marine trade businesses to occupy the Armory Building.

Pete Hanke stated that he and Joe Finnie both have businesses that border the Landfall site. A specialty restaurant along with a few other uses in the building is their vision. He

explained that the restaurant would offer a place for Puget Sound Express customers to eat prior to and after their cruises.

Commissioner Collins added that he likes the Jackson/Berg proposal of a marine trades building, however there are too many loose ends to tie up and he prefers going ahead with the Finnie group.

Commissioner Thompson said that he believes a final decision could wait. Discussion was held on bringing this back to a future meeting for a second reading.

**Commissioner Collins moved to accept the recommendation of the selection committee, and to bring this item back for a second reading.**

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

C. A/B Dock Wrap-up Presentation (26:59):

Mr. Pivarnik presented Mr. Tike Hillman, project manager of the A/B Dock project. Mr. Hillman updated the Commission on the progress of the project. The goal is to have the docks usable by February 19, four days later than hoped, due to earlier weather-caused delays. He added that Culbertson Marine, AMO Construction and Elite Electrical have been some of the best contractors he has ever worked with. Mr. Hillman also complimented the work of each Port office, with their cooperation and help during this project.

Mr. Pivarnik added that tenants would be allowed to start moving their boats back to the A/B docks February 22, 2011.

Commissioner Collins asked about a possible ribbon cutting ceremony.

VI. NEW BUSINESS:

A. Stephens / Thompson Lease (36:32):

Mr. Pivarnik explained that Barry Stephens, who has been leasing space from the Port for years, has a new partner, Clint Thompson. He would like to add Mr. Thompson to his lease and to renew the lease for another five years.

**Commissioner Thompson moved to approve the Barry Stephens' lease as presented.**

**Commissioner Collins seconded the motion.**

**Motion carried by unanimous vote.**

B. Recycling Dumpsters (38:02):

Mr. Pivarnik informed that he recently received a call from Skookum, who when doing inventory on their recycling dumpsters, realized that three are Port-owned. These were moved with all the dumpsters when recycling was relocated from the Port to the County Landfill. Staff intends to have Mr. Taylor surplus the dumpsters so that they may be sold to Skookum.

C. Expenditure in Relation to Adopted Budget (42:00):

Commissioner Erickson expressed his concerns about expenditures. These concerns were discussed and clarified. Commissioner Erickson stated that he remains concerned about Port expenditures. After further discussion, Mr. Taylor suggested he present January's financial report to the next Commission meeting, rather than quarterly as planned. He discussed the capital budget and will bring that draft to the meeting as well, which will include an update on the 5-year plan.

D. Approval of Warrants (56:05):

Commissioner Thompson read the warrants, as presented:

Warrant #045994 through #046022 in the amount of \$44,407.51 for Payroll

Warrant #046023 through #046031 in the amount of \$58,190.70 for Payroll Benefits

Warrant #046032 through #046093 in the amount of \$477,964.94 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 (57:19):

Mr. Pivarnik informed that he just completed a 25-page document to GSA in response to a solicitation request for office space. He expects to hear back within the next three weeks on a decision.

VIII. PUBLIC COMMENTS:

None

IX. COMMISSIONER COMMENTS (1:00:09):

Commissioner Collins observed what he believes is a contradiction in the Rules and Procedures that were adopted by the Commission in 2010. He would like the "language" in this document to be cleaned up.

Commissioner Collins reported that he, as well as Commissioner Erickson, had attended the final Joint Economic Strategic Working Group Public meeting held in Quilcene. There was a large turnout, approximately thirty-six members of the public. A “robust” discussion took place of many tangible ideas.

Commissioner Erickson added the Quilcene public meeting had the largest turn out of all. He had counted four members of the public at the Port Hadlock meeting and there were more at the Port Townsend meeting, but none as large as the one in Quilcene. He also added that there is a wrap-up “Quilcene conversation” planned for February 19, 2011.

Commissioner Collins informed of a survey going out to 168 people in Quilcene, which is a result of the public meeting.

Commissioner Erickson commented on the proposals for the Landfall site. He favors a minimalist approach as opposed to a two-story building.

Commissioner Thompson agreed that he found the smaller building to be the most attractive.

X. NEXT MEETING:

Next regular meeting will be held Wednesday, February 23, 2011 at 6:30 PM, (no Public Workshop called) in the Port Commission Chambers, 375 Hudson St, Port Townsend.

XI. EXECUTIVE SESSION:

The regular meeting recessed into Executive Session at 4:34 PM for discussion of a legal issue, no action or decisions, and duration of ten minutes. At 4:44 PM, Ms. Nelson checked outside to see if members of the public were waiting. Finding no one waiting, the executive session continued.

XII. RECONVENING OF REGULAR MEETING:

The regular meeting reconvened at 4:51 PM.

XIII: ADJOURNMENT:

There being no further business to come before the Commission the meeting adjourned at 4:52 PM.

ATTEST:

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John N. Collins, Secretary

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David H. Thompson, President

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Leif W. Erickson, Vice President