

PORT COMMISSION MEETING – August 24, 2011

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

Present: Commissioners –Thompson, Erickson, Collins
Executive Director – Crockett
Deputy Director – Pivarnik
Attorney Lake - Goodstein Law Group (via teleconference)
Minutes – Nelson

Excused: Auditor - Taylor

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

II. APPROVAL OF AGENDA:

Executive Director Crockett called for an Executive Session on a real estate matter, per RCW 42.30.110(b), with no action, and an approximate duration of 15 minutes.

Commissioner Thompson moved to approve the Agenda.

Commissioner Collins seconded the motion

Motion carried by unanimous vote.

III. CONSENT AGENDA (1:12):

A. Approval of Minutes – August 10, 2011

Approval of Public Workshop Minutes – August 10, 2011

B. Resolution No. 565-11 – Authorizing Warrant Cancellations

Commissioner Collins made a word correction to the meeting minutes, changing the word “the” to “an” in his motion made in New Business, Item D.

Commissioner Collins moved to approve the Consent Agenda as presented with the work change to the minutes as discussed.

Commissioner Erickson seconded the motion.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda):

None

V. OLD BUSINESS:

A. USDOT Ferry Boat Discretionary Fund (2:10):

Mr. Crockett informed the Commission that on Monday, August 29, staff and one commissioner (Erickson) will meet with WSDOT, Highway Division, as they will be the grant administrator between the Feds and the Port. They will go over requirements, the audit, timeline, etc. Mr. Crockett handed out a draft timeline of the project and emphasized the ferry would have to be in operation by the summer of 2013. Staff and the Commission agreed there would be a public review/community process that should occur in October-November 2011 timeframe.

Commissioner Collins discussed the need to have a business plan in place in regards to vessel operations.

Mr. Crockett announced he and Commissioner Erickson are attending the Ferry Conference in Seattle on September 6.

Mr. Pivarnik added that staff would be searching for grant opportunities for fuel subsidies. A subject of discussion with the State is whether the Port would be held to the number of operating days originally submitted on the grant application. Staff is now thinking the ferry would operate during the summer months, holidays, game days and would be available for charters and other events.

Discussion ensued on the feasibility and cost of building the boat in the Port of PT yard.

Mr. Crockett explained the Port will be looking for ideas on marketing, usage, design, etc. from stakeholders such as the City, County, and Chamber and from the community and public. Commissioner Collins added that he would like to see a Q&A on the Port’s website on the ferry project.

Dave Griswold, Port Townsend Marine Trades Assoc. questioned the efficiency of jets.

Jake Beattie, Northwest Maritime Center Director asked if the Port would be allowed to receive extra money from partners if the project cost more than the \$1.3M.

Forest Shomer would like to see coordination with the ferry and Jefferson Transit schedules. He talked about coordinating the schedules making it easier for visitors to get to Fort Worden. He would like to see a barista and WiFi on the boat. He applauds the Port on working towards this north-south ferry crossing.

Christina Pivarnik, Marketing Director of the City of Port Townsend stated that the President and members of the Seattle Convention and Visitors Bureau are very excited about

this ferry run. They look forward in offering pre and post-convention packages from downtown hotels to Port Townsend.

Theresa Verraes, Executive Director of East Jefferson Chamber of Commerce explained the ferry route should be an asset to the large number of Canadian visitors who come to Port Townsend.

Peter Quinn, Team Jefferson gave kudos to the Port for “pulling this off”. He would like to see service 365 days a year, one that would be a reliable means of transportation for commuters.

Mari Mullen, Main Street Program sees this as a great opportunity to “even out the seasons” bringing more tourists into Port Townsend during the off-season months.

Bill Tennant, Jefferson Co. Historical Society added that the Historical Society provided walking tours in the past to passengers arriving in on the Cruise West ship and sees this same opportunity with Seattle-Port Townsend passengers.

Dave Griswold applauded the idea of building or partially building the vessel here. This could allow local marine trades to have a hand in the boat building, such as electrical work. He likes Commissioner Collins’ belief of having in place a strong business model. He also believes the ferry will be a good service to customers of local marine trade businesses.

B. Broadband (50:30):

Mr. Crockett and the Commissioners discussed the recent Broadband meeting he, Commissioners Collins and Erickson attended. The next meeting is scheduled for September 22 and is a meeting of the design group.

VI. NEW BUSINESS (59:25):

A. Approval of Warrants:

Commissioner Thompson read the warrants, as presented:

Electronic Debit to Union Bank in the amount of \$8,834.77 for Washington State

Combined Excise Tax Return – July 2011

Warrant #047203 through #047231 in the amount of \$40,883.40 for Payroll

Warrant #047232 through #047235 in the amount of \$16,758.00 for Payroll Benefits

Warrant #047236 through #047294 in the amount of \$155,158.18 for Accounts Payable

Commissioner Collins moved to approve the warrants as presented.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

VII. STAFF COMMENTS (1:00:36):

Mr. Pivarnik informed that the RFP is out for a contractor for the Travelift project. Bids are due September 12, 2011.

He also expects the engineer to be onsite the first week in September to begin preliminary drawings for the boat ramp project.

Mr. Crockett said there should be an article in the Leader next week on the boat ramp project.

He provided an update to the Commission on the conference calls that have been held with the GSA and Customs. Mr. Crockett said drawings have been sent to GSA for final inspection. Upon approval, the Port will then develop the bid documents for the office renovation contracting.

Mr. Crockett informed of the Peninsula Development District meeting that he, Commissioners Collins and Erickson would be attending tomorrow in Blyn, regarding budget issues.

He also informed the Commission that staff had just received today the Airport Industrial Park Feasibility Study and Appendices from AECOM. Mr. Pivarnik recommends sending the Executive Summary from the Feasibility Study to the Advisory Committee and possibly inviting them to the September 14, 2011 Public Workshop.

VIII. PUBLIC COMMENTS:

None

IX. COMMISSIONER COMMENTS (1:05:54):

Commissioner Erickson said it has been interesting to watch the Broadband effort unfolding. He also questioned if the Port was going to install seagull prevention spikes on the buildings at Point Hudson.

Lastly, Commissioner Erickson was happy to see all the public support for the ferry at this meeting.

Commissioner Thompson stated that he visited the airport recently and said the water problem at PT Aircraft Services still exists and questioned if this would be addressed.

X. NEXT MEETING: Next regular meeting will be held Wednesday, September 14, 2011 at 1:00 PM, with a Public workshop preceding at 9:30 AM in the Port Commission Chambers, 375 Hudson St, Port Townsend.

XI. EXECUTIVE SESSION:

The regular meeting recessed into Executive Session at 7:41 PM to discuss a real estate matter, pursuant to RCW 42.30.110(b), with no decisions and duration of approximately 15 minutes.

XI. ADJOURNMENT: The regular meeting reconvened and adjourned at 7:55 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