

PORT COMMISSION MEETING– August 22, 2012

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

Present: Commissioners – Erickson, Tucker
Executive Director – Crockett
Deputy Director - Pivarnik
Auditor - Khile
Attorney – Harris, Goodstein
Minutes – Nelson

Excused: Commissioner Thompson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

II. APPROVAL OF AGENDA:

Mr. Crockett announced Commissioner Thompson's absence due to his recent surgery.

Mr. Pivarnik added to New Business, Item D – Liveboard Rates in the Yard.

Commissioner Erickson moved to approve the Agenda as amended.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

III. CONSENT AGENDA:

A. Approval of Meeting Minutes – August 8, 2012

Approval of Public Workshop Minutes – August 8, 2012

B. Resolution No. 582-12 – Authorizing Warrant Cancellation

Commissioner Erickson moved to approve the Consent Agenda as presented.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

IV. PUBLIC COMMENTS (Not related to agenda):

None

V. OLD BUSINESS:

A. Wild Olympics Legislation (2:08):

Mr. Crockett discussed changes to the current legislation. An economic impact analysis was performed on the original legislation and due to changes made; the Port of Port Angeles has asked if the Port of Port Townsend would be willing to participate in the funding of another economic impact analysis. Mr. Crockett was told by Port of Port Angeles Director Robb that the Port would be looking at a cost of around \$2-3,000.

Commissioner Tucker questioned the first analysis and asked if the same firm would perform this second one. He believes the first analysis was one-sided. Commissioner Erickson agreed and both decided to pass on analysis funding participation.

B. Passenger Only Ferry Update (7:51):

Mr. Crockett informed that staff met with the FTA on Monday in Seattle, along with the Port of Kingston, King County and Kitsap Transit (all passenger ferry operators). These ferryboat operators gave status reports on their operations. The Port still waits to hear from the FTA on the results of the submitted business plan and when the grant money will be released. Mr. Crockett remains cautiously optimistic. He reported that the Commission should make a decision by the end of September on whether to lease or purchase a boat. If the decision is to lease a boat, the Port will need to submit a revised business plan. Mr. Crockett explained he leans towards leasing a vessel.

C. 2013 Budget – Additional Information (11:04):

Ms. Khile handed out a fee analysis for the Quilcene Marina showing current revenue and projected revenue for 2013 if the Commission decides to offer a “rent a slip for 12 months-pay for 10 months” incentive. Discussion included whether this would actually attract more boaters to the Quilcene marina. Commissioner Erickson reminded how past “incentive plans” actually hurt revenue.

Ms. Khile discussed the Port of Port Angeles' moorage rate survey of 20 marinas, which shows the Port of Port Townsend rates fall below average. She priced out moorage rates showing three possible rate increase scenarios (a ½-cent increase, a 1-cent increase and a 1-1/2 cent increase). Even with a 1-1/2 cent increase, the Port of Port Townsend rates still fall below average.

D. Quilcene Community Committee (23:41):

Commissioner Erickson explained this group met for the first workshop on August 14, 2012. The group was different than the Quilcene Conversations Group. They were mostly “marina old-timers” whose concerns were more oriented towards the marina and marina properties. During the next workshop, the group will go over comments gathered at the July community meeting, rate them in order of importance, and determine what the Port can and cannot do. Mr. Crockett added that many of the Quilcene issues are County-related rather than Port. A decision came about to hold the next Commission Public Workshop and Meeting in Quilcene and to have the Quilcene Committee as an item on the workshop agenda. Since the Quilcene Community Center is unavailable on Wednesdays, Ms. Nelson will try to reserve the Center for either September 11 or 13, 2012.

VI. NEW BUSINESS:

A. Director’s Delegation of Authority (30:47)

Mr. Crockett explained the Policy and Resolution for the Delegation of Authority require an annual adoption. The Port’s attorney rewrote both with new language. The question came about after the Port had two Commissioners in the hospital at the same time, and if we had no quorum, can the Executive Director authorize warrants for day-to-day operating expenses and employee wages. This new language will allow the Executive Director to approve warrants issued in the nature of administrative expenses. If this provision is approved, a \$50K bond each will be required for the Executive Director and Finance Director. Copies of the policy and resolution will be given to the Commissioners to read over and will be listed on the agenda for the next Commission meeting.

B. NoaNet Easement (35:58):

Mr. Pivarnik reminded all that Broadband is coming to the City and County. Both have worked out blanket easements for streets where fiber would be installed. The Port owns the streets at Point Hudson and NoaNet would like a utility easement for these streets as well.

Commissioner Erickson moved to approve a NoaNet utility easement for fiber installation located at Port-owned streets in Point Hudson.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

C. Approval of Warrants (37:48):

Commissioner Tucker read the warrants, as presented:

Electronic Debit to Union Bank in the amount of \$9,920.49 for Washington State Combined Excise Tax Return for July 2012

Warrant #049410 through #049438 in the amount of \$41,176.64 for Payroll

Warrant #049439 through #049443 in the amount of \$17,180.02 for Payroll Benefits and Accounts Payable

Warrant #049444 through #049491 in the amount of \$174,023.59 for Accounts Payable

Commissioner Tucker moved to approve the warrants as presented.

Commissioner Erickson seconded the motion.

Motion carried by unanimous vote.

D. Liveaboard Rates in the Yard (41:10):

Mr. Pivarnik explained that the Port charges a \$65/month for a yard liveaboard fee for people who stay on their boats while working on them. Many boat owners stay for shorter periods but are still required to pay the monthly fee. Mr. Lockhart has asked if he could prorate the fee to a weekly fee for those staying less than a month.

Commissioner Tucker moved to change yard liveaboard fees to include weekly prorated fees.

Commissioner Erickson seconded the motion.

Motion carried by unanimous vote.

VII. Staff Comments (41:10):

Mr. Pivarnik informed that the Travelift pier has been removed by Quigg Brothers. They did this within 3 days and were on budget. Mr. Pivarnik is very impressed with their work. He then discussed the vacated area near where the old pier was located. Yard staff does not want cars parking there, as they are hard to maneuver around with the Travelift. The maintenance staff is building two picnic tables and will plant flowers in that area for a temporary “pocket park” until it is decided what to do with this area. Mr. Crockett added that he thought this would make a good interpretive center with historic Port photos displayed.

Lastly, Mr. Pivarnik informed that he gave a tour of the Yard to a group of eight people, who purchased the Yard tour as a Marine Science Center auction item. He very much enjoyed this group, who before the tour did not have much knowledge about Port operations.

Mr. Crockett informed that he is taking the next two days off.

VIII. PUBLIC COMMENTS (44:56):

Gerald Swanson, Port Townsend resident, asked questions on the passenger only ferry funding status. He believes this will be a great economic boost to Port Townsend and looks forward to it being in operation.

Rick Petrykowski asked questions about the Wild Olympics topic, which he missed as he arrived late.

IX. COMMISSIONER COMMENTS (48:58):

Commissioner Erickson wishes Commissioner Thompson well.

X. NEXT MEETING: Next regular meeting and public workshop date to follow. These will take place at the Quilcene Community Center on either September 11 or 13, 2012, with a 9:30 AM workshop and a 1:00 PM meeting.

XI. EXECUTIVE SESSION:

None

XII. ADJOURNMENT:

The meeting adjourned at 7:18 PM there being no further business to come before the Commission.

ATTEST:

Excused
David H. Thompson, Secretary

Leif W. Erickson, President

Stephen R. Tucker, Vice President