

## PORT COMMISSION MEETING– August 8, 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, Thompson  
Executive Director – Crockett  
Deputy Director - Pivarnik  
Auditor - Khile  
Minutes – Nelson

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

Commissioner Erickson called the meeting to order at 1:00PM.

### II. APPROVAL OF AGENDA:

The agenda was amended by adding to New Business, Item B–Lease of JCIA Hangar Pad 5. Mr. Crockett added that Linda Herzog was planning to be present for Item IV-Public Comments (not related to the agenda) but has been delayed and instead will be speaking during Item VIII-Public Comments held towards the end of meeting.

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

**Commissioner Tucker seconded the motion.**

**Motion carried by unanimous vote.**

### III. CONSENT AGENDA (1:22):

A. Approval of Meeting Minutes – July 25, 2012  
Approval of Public Hearing Minutes – July 25, 2012  
Approval of Workshop Minutes – July 25, 2012

B. Operations Reports – July 2012

**Commissioner Tucker moved to approve the Consent Agenda as presented.**

**Commissioner Thompson seconded the motion.**

**Motion carried by unanimous vote.**

### IV. PUBLIC COMMENTS (Not related to agenda) (1:46):

Richard Jahnke, handed out the Admiralty Audubon Society's Kah Tai Lagoon Nature Park Bird Survey 2009-2011 book, produced by volunteers. He reported that over 150 species of birds have been spotted there. He spoke of the tourism impact birders bring to the community.

### V. OLD BUSINESS:

#### A. Quilcene – The Way Ahead (6:30):

Mr. Crockett directed attention to the summary of citizen comments taken at the July 19 Quilcene Community meeting. At that meeting it was decided to hold follow-up workshops, led by Commissioner Erickson comprised of citizens who expressed interest to be on this committee. Mr. Crockett passed on a citizen comment to include a tour of the Port's properties at the first workshop. Further ideas on workshop items were discussed.

#### B. Airport Master Plan Update (13:39)

Mr. Crockett informed that staff and consultants continue the process of updating the Airport Master Plan for the FAA. Once the final draft is complete, it will be presented to local pilots for their input.

Mr. Pivarnik explained there are two major projects to be incorporated into the Master Plan. The first is the GPS Approach and the other is the AWOS (weather system). If the AWOS were to be approved, this would make it easier to bring down the required minimum elevation of 800' on the GPS Approach. Mr. Pivarnik explained these projects need to be included in the Master Plan in order to qualify for FAA funding, which the Port would apply for in early 2013.

#### C. Kah Tai Resolution No. 581-12 (20:57):

Mr. Crockett explained that the approved Surplus of the Kah Tai Resolution No. 581-12 is required to satisfy the Comprehensive Plan of Harbor Improvements. He recommends the Commissioner's signatures for approval.

**Commissioner Thompson moved to adopt Resolution No. 581-12 as presented.**

**Commissioner Tucker seconded the motion.**

**Motion carried by unanimous vote.**

Mr. Crockett did remind this is all contingent on the City agreement passing. He received an email from City Attorney, John Watts, telling him all issues were unanimously agreed upon with the exception of one descending vote in regards to the Madison Street vacation. This item will come back to the City Council for a second and final reading in September.

### VI. NEW BUSINESS:

A. Approval of Warrants (25:21):

Commissioner Tucker read the warrants, as presented:

Warrant #049317 through #049347 in the amount of \$48,061.01 for Payroll

Warrant #049348 through #049356 in the amount of \$67,024.98 for Payroll Benefits

Warrant #049357 through #049409 in the amount of \$35,852.96 for Accounts Payable

**Commissioner Tucker moved to approve the warrants as presented.**

**Commissioner Erickson seconded the motion.**

**Motion carried by unanimous vote.**

B. Lease of JCIA Hangar Pad 5 (27:20):

Mr. Pivarnik updated the Commission on the seven hangar pads that were developed 4-5 years ago. Shortly after, the economy crashed and only three of the pads were developed. The remaining four sites remain available. Mr. Pivarnik explained a local aircraft owner would like to rent 4800 sq. ft. of the 7500 sq. ft. of pad #5, as he wants only to build a large hangar that would hold his aircraft with a wingspan of 68'. He proposed if someone in the future wanted to build a smaller hangar next to his on that site he would be agreeable. Note that the aircraft owner will pay the full \$15K that the Port paid in infrastructure development fees for pad site #5. Mr. Pivarnik suggested if the Commission allow this to give the aircraft owner five years to come up with another hangar owner for his pad or he would then be responsible for the cost of the entire pad site. Current lease rate for full site is \$300/month, and the amount he is asking for is \$200/month.

After further discussion, the Commissioners directed Mr. Pivarnik to negotiate a lease for the entire pad site, rather than 2/3 of the site.

VII. STAFF COMMENTS (34:37):

Mr. Pivarnik informed that the contractors would be mobilizing Monday afternoon to prepare for the demolition of the old Travelift pier.

Mr. Crockett reported he was in Olympia last week working on the RCO Boating Facilities Committee. There is \$8.9M available and they received 32 applications. The applicants match is a minimum of 25%. Mr. Crockett believes applicants who have already gone through the permitting and engineering processes have a better chance at receiving the grant money.

When asked about the progress of the Port's boat ramp permit renewal application, Mr. Pivarnik added that it would take at least another six months to receive the updated permit from the Army Corps.

Ms. Nelson explained she received an email stating that sign-up for the 2013 Seattle Boat Show was due by the end of August if the Port wanted to participate. The Commission decided not to participate.

VIII. PUBLIC COMMENTS (39:26):

Linda Herzog, explained that Carl Smith, of Jefferson County BCD, submitted a grant application to the Department of Commerce for the Quilcene fire flow feasibility study. This application included the letter of support from the Port. She explained a few changes were made to the application by Mr. Smith relating to the GMA, and the County is asking for a \$98K grant. Ms. Herzog is asking the Commission for Port sponsorship and submittal of another application for engineering on behalf of the Quilcene community.

Mr. Crockett reads where the applicant is required to provide a 5% match. He wonders if this would eliminate the Port's ability to apply for a CERB grant for any other project. He discussed the large amount of Port staff time this would involve, including fronting project money with reimbursement to come later, monitoring the project, etc. He also wonders how far the Port can go with improving property not owned by the Port.

Commissioner Erickson recommends the Port deny support at this time due to too many unknowns.

IX. COMMISSIONER COMMENTS (1:08:55):

Commissioner Tucker talked about a recent MRC meeting he attended. One of the subjects was a letter written by the MRC to County Commissioners requesting a PEIS because of increased shipping in our waters due to a new coal plant at Cherry Point. However, Commissioner Tucker and Gordon King are preparing a minority report letter to be sent with the MRC letter.

Commissioner Thompson reiterated the importance of getting a clear picture of what the Quilcene Community wants for their town in regards to development, to clarify the Port's role in their plans.

Commissioner Erickson discussed a recent PDD meeting he attended where water rights for WRIA18 were debated.

VIII. PUBLIC COMMENTS (cont.):

George Yount gave his thanks to the Commission for passing the Kah Tai Resolution transferring properties. He also commented on the possibility of the GPS approach at the airport.

X. NEXT MEETING: Next regular meeting will be held Wednesday, August 22, 2012 at 6:30 PM in the Port Commission Chambers, 375 Hudson St, Port Townsend.

XI. EXECUTIVE SESSION:  
None

XII. ADJOURNMENT OF REGULAR MEETING:  
The regular meeting adjourned at 2:20 PM there being no further business to come before the Commission.

ATTEST:

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David H. Thompson, Secretary

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Leif W. Erickson, President

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Stephen R. Tucker, Vice President