

PORT COMMISSION MEETING & PUBLIC HEARING – December 11, 2013

The Port of Port Townsend Commission met in regular session at the Commission Building, 333 Benedict Street, Port Townsend, WA

Present: Commissioners – Erickson, Tucker, Thompson
Executive Director – Crockett
Deputy Director - Pivarnik
Auditor – Khile
Planning Analyst - Toews
Attorney - Lake
Minutes – Nelson

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE:

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

II. APPROVAL OF AGENDA:

Commissioner Erickson added to New Business, Item D – Pacific Marine Expo Contest Drawing for Haul-out.

Commissioner Erickson moved to approve the Agenda as amended.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

III. PUBLIC HEARING ON 2013 COMPREHENSIVE SCHEME OF HARBOR IMPROVEMENT UPDATES:

Commissioner Erickson opened the Public Hearing at 1:01 PM and introduced Planning Analyst, Eric Toews.

Mr. Toews explained the Draft 2013 Comprehensive Scheme is an update to the 2003 Comp Scheme. Comments were accepted up until 4:30 PM on December 10, 2013, with the only comment received being from the City of Port Townsend. A brief discussion ensued on the City's comments. Mr. Toews discussed the changes in the 2013 scheme and action will be taken on the 2013 Comp Scheme by way of resolution at the December 23, 2013 Special Commission Meeting.

Comments from the public:

Bertram Levy pointed out that the Port Hadlock ramp did not look to be updated in the Comps Scheme.

Mr. Toews responded that the photo might not be current; however, the narrative has been updated.

Hearing no further comments from the public, Commissioner closed the Hearing at 1:17 PM.

Commissioner Tucker added his comments on some changes he would like to the Comp Scheme, including verbiage stating the marina and yard should be kept open to the public, with no "cages" or locks placed. He would also like to see added to the "Community Partnerships" section of the Scheme to include "Fishing Groups".

Mr. Crockett stated the Port Hadlock section will be updated and other areas cleaned up and the resolution will be presented at the December 23, 2013 meeting.

IV. CONSENT AGENDA (25:47):

A. Approval of Meeting Minutes – November 26, 2013

B. Operations Reports – November 2013

Commissioner Thompson moved to approve the Consent Agenda as presented.

Commissioner Tucker seconded the motion.

Motion carried by unanimous vote.

Mr. Crockett stated Yard Manager Lockhart reported this would be the best December on record for 300-ton haulouts.

V. PUBLIC COMMENTS (Not related to agenda) (26:58):

Bertram Levy stated his opinion, not in agreement, to the increase in environmental fees to moorage and airport tenants. He requests an evening meeting in the near future with the new commission to discuss environmental fees.

Commissioner Tucker suggested holding off on the \$5 environmental fee increase to moorage tenants and discuss this further with the new commission.

Commissioners Erickson and Thompson agreed to hold off on the increase and to re-examine the environmental fee and cost structure.

Ms. Khile reported the year 2013, through October, shows a net operating loss of \$32K for environmental costs.

Commissioner Tucker moved to defer the environmental cost increase to moorage tenants.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

VI. OLD BUSINESS:

None

VII. NEW BUSINESS:

A. Team Jefferson/EDC Contract and Scope of Services (36:56):

Mr. Crockett explained the contract and building lease with Team Jefferson (TJ) expire the end of 2013.

Peter Quinn, Team Jefferson Director, explained Team Jefferson was re-designated by the County as the local EDC for a term June 2013 – June 2015. He provided an update on Team Jefferson's successes and how they have met the Port's requirement of meeting the "five points", as outlined in a handout from Mr. Quinn. He added they continue to receive support from the County and State, and recently received a \$25K grant.

Also from the audience, EDC volunteer Marty Gay informed that Team Jefferson depends on volunteers who have contributed many years to the EDC. He stated he supports the Port partnership.

Commissioner Erickson said he has seen good results from TJ and believes they are a stronger organization this year.

Commissioner Erickson moved to approve the Team Jefferson Contract and Scope of Services.

Commissioner Tucker asked questions regarding the entrance to the new industrial park at the airport and talked about the need to figure out what type of industry to grow there, such as agriculture, light manufacturing, etc., which will determine industrial park configuration.

Mr. Crockett added the Commission, staff and the EDC need to sit down and learn what the community wants and can support at the park.

Commissioner Thompson added the infrastructure would be dependent on the type of industry that will locate there.

Commissioner Erickson re-stated his motion on the table to approve the Team Jefferson Contract and Scope of Services.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

B. Team Jefferson/EDC – 2410 Washington Street Building Lease (54:31):

Mr. Toews explained this is a one-year lease through December 31 of 2014, to run concurrently with the professional service agreement, which is good through June of 2015.

Commissioner Erickson moved to approve the Team Jefferson/EDC Washington Street Building Lease as presented.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

C. Approval of Warrants (57:08):

Commissioner Tucker read the warrants, as presented:

Warrant #052130 through #052152 in the amount of \$114,839.93 for Payroll and Benefits

Warrant #052207 through #052265 in the amount of \$63,810.62 for Accounts Payable

Commissioner Tucker moved to approve the warrants as presented.

Commissioner Thompson seconded the motion.

Motion carried by unanimous vote.

D. Pacific Marine Expo Contest Drawing for Haul-out (58:21):

Commissioner Tucker drew from the entries, **Charles C. Hawks of Port Townsend**, who has a boat 44' in length and a 13' beam. The yard office will notify him of his win.

VIII. STAFF COMMENTS (59:12):

Attorney Lake explained she provided staff a draft social media policy to review. She also discussed a new clause to consider adding to Port contracts.

Mr. Crockett stated he would attend the CEO breakfast meeting tomorrow morning, hosted by the PUD.

IX. PUBLIC COMMENTS (1:01:36):

Michael Bosold asked what he could do to be considered for contractual work with the Port's social media project.

Lon Zimmerman asked if the Port is going to link the Port Townsend Moorage Tenants Union website with the Port's site.

X. COMMISSIONER COMMENTS (1:03:19):

Commissioner Tucker discussed the recent meeting with staff on changes to the Port's website and working towards making it more accessible to the public. He backs this. He also added that he recently attended a PRTPO meeting and heard from different people, the importance of a barging facility in our area.

Commissioner Thompson asked Mr. Crockett to mention the connection he is attempting to make with the DOE and local entities at tomorrow's CEO breakfast.

Commissioner Erickson asked Commissioner Tucker for his thought son the PDD and RC&D meetings.

X. NEXT MEETING (SPECIAL MEETING): Next regular meeting will be held **MONDAY, DECEMBER 23, 2013 at 1:00 PM** in the Port Commission Building, 333 Benedict Street, Port Townsend, WA.

XI. EXECUTIVE SESSION:

None

XII. ADJOURNMENT:

The meeting adjourned at 2:10 PM there being no further business to come before the Commission.

ATTEST:

David H. Thompson, Secretary

Leif W. Erickson, President

Stephen R. Tucker, Vice President