

Port of Anacortes

Regular Commission Meeting Work/Study Session May 20, 2010

The Port Commission of the Port of Anacortes held its regular meeting and work/study session at 7:00 P.M. on the evening of May 20, 2010. This was a regularly scheduled Commission Meeting held at the Commission Meeting Room of the Main Port Warehouse Building, 1st & Commercial Avenue, Anacortes, Washington.

In Attendance: Commission President Rubin, Commission Vice-President Mooney, Commission Secretary Niver, Commissioner Hopley and Commissioner Short.

Also in attendance: Executive Director Bob Hyde, Director of Finance & Administration Johnson, Director of Engineering Elsner, and Executive Assistant Lindsey.

CALL TO ORDER

At 7:03 P.M. Commission President Rubin called the regular meeting of May 20, 2010, to order and welcomed all in attendance. He announced that following the second public comment period the Commission would move into Executive Session for the purpose of considering the lease, sale or purchase of real property. The Executive Session was anticipated to last for one hour, and action might or might not be taken.

SPECIAL GUEST –

Executive Director Hyde introduced Donneta Spath, Executive Director of the Northwest Career & Technical Academy. Ms. Spath reported on the progress of the new Skills Center under construction in Mount Vernon and the Marine Skills Center under construction in Anacortes. The Anacortes Center will offer classes in marine industry skills to high school and college students and provide direct partnerships with the local business community. She noted that each program is run like an individual business in which students are taught to be employees while learning the skills necessary to succeed. Students take classes for 3 hours a day, 5 days a week.

Ms. Spath praised the work of the contractor for the site as responsive and professional. The Anacortes Center is well ahead of schedule and will open in September of this year. Potential students and those interested in the programs offered can log onto the NWCTA website at nwtech.k12.wa.us.

Ms. Spath also praised both the Port and City as being fabulous partners in making the Marine Skills Center a reality in Anacortes.

PUBLIC COMMENT

Commissioner Rubin opened the floor for public comment pertaining to items on the regular agenda. Hearing no one with a desire to address the Commission, the floor was closed.

REGULAR AGENDA

Advisory Committee Reports:

Airport Advisory Committee –

Executive Director Hyde introduced Mr. Warren Walz, chair of the Airport Advisory Committee, who provided the Commission with a report on behalf of the Committee. He noted the Committee was formed in 2006 to discuss concerns regarding the Anacortes Airport with Deena Denman and Frank Higgins as early chairs. The Committee was and continues to be made up of airport neighbors, users, pilots and non-pilots. Early topics included night take-offs, run-up noise, FAA zoning, high density housing, pilot training, licenses, and airport conditions. Committee members educated themselves via information from the FAA and FAR.

The Committee has made recommendations for a Calm Wind Runway and noise abatement procedures including mailings to all area pilots, website information, and updates to the facilities directory. The Committee also addressed security issues, with camera and entry cards now both implemented, as well as the installation of a generator that can be used in an emergency to pump gas.

Other items addressed and studied by the Committee include airport protection zoning via the Washington State Dept. of Transportation and higher density zoning to the south. One area that is difficult to implement is the consideration for an automated weather station as it would infringe on wetlands. After examining the issue, the Committee recommends further study of warranty validity, FAA regulations, and minimal cost. After a recent ultra-light issue, the Committee researched the fact that those piloting an ultra-light don't have to be licenses or certified. In light of this, the Committee is recommending staff study and develop local limits that can be set regarding operations and safety factors.

Mr. Walz stated he was honored to serve on the Committee which he believed was a valuable resource and encouraged more people to attend their meetings.

The Commission praised the work of the Committee and Mr. Walz. Commissioner Rubin noted the Commission values the Committee's time and work.

Cap Sante Boat Haven Advisory Committee –

Executive Director Hyde introduced Mr. Jay Field, chair of the CSBH Advisory Committee. Mr. Field noted that all on the Committee are vested as a user of the Boat Haven in some fashion and although they've held monthly meeting in the past, now meet when there is an item or items to discuss. Mr. Field expressed appreciation for the Commission and Port staff who have really considered the proposals and recommendations made by the Committee, implementing some of them, including seafood sales signage and flags, a review of requirements for conducting business at the Boat Haven including tenting and stake down requirements. Other recent Committee action was a page by page review of the Marina Rules and Regulations and support for the Port's burgee recognition program for long-term tenants.

Mr. Field noted that the Committee is interested in the Anacortes Futures Project and tying the Boat Haven to the downtown area, as well as continuing to attract boating events. He praised the installation of the new Small Craft Hoist which will encourage sailing regattas. Currently the Committee's interest is in improving the CSBH entrance to reduce congestion and improve safety as well as convenience, all of which are beneficial for the local economy.

Committee members include Boat Haven moorage tenants, commercial tenants, fishermen, small boaters, citizens who are non-boaters, and local business owners, including several who are also members of the Chamber of Commerce.

The Commission commended the Committee on their review of the Rules and Regulations. Mr. Field noted they had taken it very seriously and were privileged to have been asked and to have the support of the Port Commission and staff.

Commissioner Rubin thanked both Mr. Field and Mr. Walz and their committees for their service.

Salmon Derby –

Mr. Field also provided the Commission with a report on the 4th Annual Anacortes Salmon Derby. He noted this extremely successful derby, which drew over 1000 attendees and raised close to \$30,000 for scholarships in Fisheries and related Marine Science, would not be possible without the support of the Port and notably the Port and Boat Haven maintenance and operations staff who are the face of Anacortes to those attending the Derby. Mr. Field specifically thanked Harbor Master Fowler, Asst. Harbor Master George, Marina Coordinators Smith and Nelson, and Operations team members Dan Burns and Brad Johnson, noting he continually received comments on how nice they were and how they always find solutions. He presented the Commission with two plaques as a thank you for providing promotional consideration for moorage and launch fees. He noted that Congressman Norm Dicks attended the Derby this year. Congressman Dicks is responsible for implementing the Select a Fisheries program.

Executive Director Hyde and the Commission congratulated Mr. Field on another successful Derby event.

ACTION ITEMS

Resolution No. 1219 – Executive Director Authorization to Affect Updates to the Port's Rules, Regulations and Charges Applying at Cap Sante Boat Haven, i.e. the Marina Manual, Superseding All Previous Editions -

Executive Director Hyde reviewed the resolution item for the Commission, which requests adoption overarching policies, including a policy directive to authorize the Executive Director to Affect Updates to the Port's Rules, Regulations and Charges Applying at Cap Sante Boat Haven.

The current Marina Manual was adopted via Resolution No. 1048 on April 13, 2000 and no longer reflects accepted practices. The Manual was given a thorough review by the Cap Sante Boat Haven Advisory Committee and that body's recommendations were in turn reviewed by Port staff and legal counsel.

The action before the Commission would charge the Executive Director with developing, maintaining and reviewing annually the rules and regulations for the safe and effective operation and maintenance of the Boat Haven, as well as to delegate the authority to establish and amend as needed, reasonable rules and regulations for the safe, efficient and economical operation and maintenance of the Boat Haven.

Executive Director Hyde read aloud from the proposed resolution and noted that if approved he would in turn delegate as appropriate to both Director of Operations & Facilities Hachey and to

Harbormaster Fowler. He noted the CSBH Advisory Committee didn't recommend any changes in the day to day rules.

Commissioner Rubin called for any discussion and hearing none called for a motion. Commissioner Hopley moved to adopt Resolution No. 1219, adopting Commission policies, including a policy directive to authorize the Executive Director to affect updates to the Port's Rules, Regulations and Charges Applying at Cap Sante Boat Haven, i.e. the Marina Manual, superseding all previous editions. Commissioner Niver seconded the motion. Commissioner Mooney commented that it was good to have precise and direct items for the Executive Director and his staff to control. Commissioner Rubin called for a vote on the motion, which carried unanimously.

Resolution No. 1220 – Executive Director Administrative and Contracting Authority, superseding Resolutions No. 725, 867, 893, 903, 1019, 1196, and all previous editions –

Executive Director Hyde reviewed the proposed resolution, noting that the Commission had studied and suggested additional changes and updates at the regular meetings of April 1, April 15, and May 6, 2010. All recommended edits to policy updates have been reviewed by legal counsel and incorporated into the proposed resolution. The original, Resolution No. 725, was adopted by the Commission twenty five years ago on May 9, 1985 and then subsequently amended.

Changes to the final proposal as compared to the last presentation included service contract language as requested by the Commission, as well as change from 4 to 5 years maximum for service contracts, which represented most office equipment leases. The proposed resolution consolidates all prior resolutions including those concerning the Port's purchasing card, the signing of Estoppels Certificates, and an Emergency definition as applied to contracting authority.

Commissioner Rubin called for any discussion and hearing none, called for a motion. Commissioner Short moved to adopt Resolution No. 1220, adopting a master policy directive for the Administrative and Contracting Authority of the Executive Director, superseding Resolutions No. 725,867, 893,903, 1019, 1198, and all previous editions dealing with the same. Commissioner Mooney seconded the motion. Commissioner Rubin called for a vote on the motion, which carried unanimously.

DISCUSSION ITEMS

Leadership Skagit Course Authorization for Commissioner Participation –

Executive Director Hyde reported that Port staff was not available to participate in this worthwhile program this year. Commissioner Rubin noted that three of the five members of the Commission had been through the course and he encouraged those who had not yet done so to consider participating.

Incubator Businesses –

Executive Director Hyde explained that as requested, Director of Finance & Administration Johnson had done some research and provided information for the Commission. He noted that the Port will continue to look at policies from other ports for both incubator and start-up business proposals.

Commissioner Rubin opened the floor for discussion by members of the Commission. Commissioner Niver believed the Commission should examine the programs of those ports who use them and also consider those proposals that fill a unique community need and which would be something not expected to be provided by private industry, He voiced concern over giving preference or the appearance of preference to one group over another. He favored a modified start up model with a minimum fifteen year lease period.

Following additional discussion, Commissioner Rubin suggested the Commission hold a special meeting to consider incubator and start-up business plans and policy. The Commission concurred, and a special meeting will be scheduled for June 7, 2010 beginning at 9:00 a.m.

UPDATE

Phase 3 Design – Scott Site Cleanup –

Executive Director Hyde introduced Director of Engineering Elsner who briefed the Commission on the upcoming Phase 3 for the former Scott Paper Mill site. Phase 3 will include putting the site back together following cleanup, as well as installing the esplanade, bringing the Seafarers' Memorial Park Building back, the installation of new outdoor lighting and fixtures, and landscaping. Port staff has started to put signs out at the Boat Haven and at Parcel One and the Scott Site office to give an indication of what the site will look like when finished.

Director Elsner noted that there has been some discussion of repositioning the building on the site and a desire on the part of members of the Commission to discuss further options.

Commissioner Niver was of the opinion that Port staff should determine where to replace the building on the site.

Director Elsner noted that the scope of the intent for the facility had changed over the past twelve years from a small craft facility to a meeting place often used for weddings, etc. Previous talks with the Commission have included discussion of a second floor, but in looking into this the costs associated would be quite expensive. He noted that staff is proposing to stay focused on the functionality of the building, returned to its original location as constructed with multifunctional capabilities and the option of the possible addition of other small utilitarian buildings on the site to support other uses. Phase 2 of the cleanup is ahead of schedule. The building will be returned to the site in 2011.

Director Elsner responded to questions from the Commission. He will bring all options back to the Commission for further consideration at a later date.

COMMISSION DISCUSSION

Commissioner Rubin called for any items for discussion from members of the Commission.

Commissioner Short noted he would be out of town for the next Port/City Liaison meeting and Commissioner Mooney has volunteered to serve in his place. There were no objections.

COMMUNICATIONS

Marina Parking - Executive Director Hyde reported as requested on the parking available at the Cap Sante Boat Haven. Once the Anthony's restaurant parking lot is completed, the Port will

have an extra 631 vehicle stalls above the requirements. Executive Director Hyde noted there are a few bottlenecks, notably near P dock and the Central Pier. Once the north basin is developed the Port will most likely have to issue parking passes but none are needed at this time. The Port has 90 parking stalls attached to the Marine Skills Center and 147 stalls for Anthony's with 91 required by the City.

Discussion amongst the Commission ensued. In response to a question from Commissioner Short, Executive Director Hyde noted the summer concert series will be staged this summer at the north end of the Boat Haven in the grassy area near the restrooms.

Upcoming Events - Executive Director Hyde reviewed upcoming events: The Passagemaker Trawlerfest will be at the Boat Haven May 17-22nd, and the Snohomish Artists Guild (SAG) will hold a concert in the Transit Shed on May 27th featuring the Cherry Poppin' Daddies. SAG is the sponsor of the free summer concert series at the Boat Haven. The Red Cross will hold its annual Real Heroes Breakfast at the Transit Shed on June 10th to honor local heroes in our community. Port Security team member Steve Krebs is being honored for his life saving efforts in preventing a drowning at the Boat Haven. Nordic Tugs will hold a rendezvous at the Boat Haven June 10-13th, and the Relay for Life returned to the Boat Haven on June 18-19th. In July the Port will sponsor live entertainment each weekend at the Central Pier of the Boat Haven. On July 16th the What the Heck Fest returns to the Transit Shed, followed by the 2nd Annual Anacortes Workboat Races on July 17th at Pier 1.

Community Tours- Executive Director Hyde noted that the next community tour would be June 14th. All are invited to attend. Tours meet outside the Dakota Creek office at 4th & Q Avenue and move from there to a variety of locations to view Port projects.

UPCOMING MEETINGS

Executive Director Hyde reviewed the Commission's upcoming meeting schedule. The next Regular Port Commission Meeting is scheduled for June 3, 2010 at 7:00 P.M. The Commission will hold a Special Meeting on June 7, 2010 as decided earlier. The next Commission Regular Meeting and Work/Study Session will be held on June 17, 2010 at 7:00 P.M. Regular meetings are usually held in the Commission Meeting Room of the Main Port Warehouse.

PUBLIC COMMENT PERIOD

Commissioner Rubin opened the public comment period for items not on the regular agenda. Hearing no one with a desire to address the Commission, the floor was closed.

EXECUTIVE SESSION

Commissioner Rubin announced that the Commission would take a brief recess before moving into Executive Session to consider lease, sale or purchase of real property. The Executive Session was expected to last for one hour and action might or might not be taken following its conclusion. The Commission recessed at 8:55 P.M. and moved into Executive Session at 9:00 P.M. At 9:12 P.M. the Commission came out of Executive Session. Commissioner Rubin announced that no action would be taken regarding the matters considered and discussed.

ADJOURNMENT

With no further business to come before the Commission, Commissioner Niver moved to adjourn, which was seconded by Commissioner Mooney. Commissioner Rubin called for the vote on the motion, which carried unanimously and at 9:13 P.M. the meeting was adjourned.

Attest:

Keith Rubin, Commission President

Pat D. Mooney, Commission Vice-President

Ray Niver, Commission Secretary

Steve Hopley, Commissioner

William L. Short, Commissioner

Julie Johnson Lindsey, Executive Assistant
May 20, 2010