

Port of Anacortes

Regular Commission Meeting Work/Study Session August 19, 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 August 19, 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 Hyde, Director of Engineering Elsner, and Executive Assistant Lindsey.

CALL TO ORDER

At 7:00 P.M. Commission President Rubin called the regular meeting of August 19, 2010, to order and welcomed all in attendance.

SPECIAL GUESTS

Executive Director Hyde introduced Ms. Ruth Sofield, Associate Professor at Huxley College of the Environment at Western Washington University. Professor Sofield explained that her students have been working on projects associated with the Former Scott Paper Mill Site cleanup. After an initial meeting in December 2009 with the Port, the students from Huxley were invited to expand their classroom activities to include the Scott Site beginning in January 2010. Professor Sofield noted that this valuable field research experience would not have been possible without the support of the Port. Starting with two classes at Huxley, the undergraduate students studied Model Toxic Control Act (MTCA) regulations, learned about determination of clean-up levels, developed projects, and heard guest speakers from Port environmental consultant John Herzog of Geo Engineers, Bob Elsner, Director of Engineering at the Port, and representatives of the Washington State Department of Ecology.

Professor Sofield explained that the Huxley students were able to gain experience above and beyond that of the classroom and were provided with real world professional, analytical, instrumentation, sampling, and regulatory experience. Additionally, publicity garnered from the students' involvement in the Scott Site has increased the awareness of Huxley programs and at least one student has obtained an internship because of his experience. Professor Sofield noted that the undergraduate students had been able to conduct graduate level research, which would give them an advantage when looking to enter the job market. She introduced eight of the students and a student aid from the college all of whom provided the Commission with a brief synopsis of their research in conjunction with the Scott Site cleanup.

Professor Sofield noted that a brochure is being planned by the college to showcase what the students have accomplished. She thanked the Port Commission and staff for their support, and introduced Manca Valum, Director of Development for Huxley, who was present to represent Huxley College and Western Washington University as a whole. Ms. Valum observed that one of the things that make education real is partnerships outside of the institution. She thanked the Port for providing this "amazing partnership" and presented. Port Commission President Rubin

with a plaque in appreciation of that partnership. Ms. Valum also praised the leadership of Director of Engineering Elsner and John Herzog.

Following a Commission opportunity to question the students about their research, Commissioner Niver stated that it might be of value for Huxley representatives to write thank you letters to both the Dept. of Ecology and to the Governor's office. He noted that a large portion of the cleanup was funded by grants the Port received from the government and that it was important to demonstrate that the effectiveness of the grants and even leverage larger processes and projects.

Director Elsner noted funding for the College program was the joint effort of the Dept. of Natural Resources, the State of Washington and the Dept. of Ecology. He praised the Commission and Bob Hyde for his flexibility and leadership in supporting a relationship with Western Washington University. Director Elsner offered special thanks to John Herzog who had volunteered, not charging the Port for all of his time with the students on the project.

On behalf of the Commission and staff, Commissioner Rubin thanked the students, Professor Sofield, and Director Valum for their work and foresight and thanked Executive Director Hyde, Director Elsner, and others on Port staff, as well as John Herzog for their tremendous work.

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.

CONSENT AGENDA

There were no items on the Consent Agenda for this meeting.

REGULAR AGENDA

Next Steps – Resolution No. 1225 – Establishing a Real Property Lease Policy -

This proposed resolution would establish a real property lease policy and provide delegation of administrative authority to the Executive Director for property leases and supersede all prior lease resolutions and authorizations concerning the same, with the exception of Executive Director Authority Resolution No. 1220. Commissioner Rubin noted that the Commission had studied the update of the Ports real property lease policies over the past several meetings and called for any additional comments or changes regarding the proposed resolution. Commissioner Hopley noted that the version before the Commission incorporated changes requested during the last review of the resolution at the August 5th meeting. Hearing no objections to the resolution, Commissioner Rubin called for a motion. Commissioner Hopley moved to adopt Resolution No. 1225, establishing a real property lease policy and delegating certain administrative Authority to the Executive Director for leases and superseding all prior resolutions concerning the same. Commissioner Mooney seconded the motion. Hearing no discussion, Commissioner Rubin called for a vote on the motion, which carried unanimously.

Nest Steps – Proposals to the Port –

Commissioner Rubin noted that both he and Commissioner Niver had offered varying drafts of a

policy to establish guidelines for the public and for Port staff governing the manner in which the Port will hear proposals. Commissioner Hopley had also produced a suggested resolution for the procedures for acceptance, evaluation, and response to proposals, by the Executive Director and requests for action, and solicitations of support by the Port. Commissioner Rubin requested any discussion from the Commission.

Commissioner Niver noted there was no immediate need for action on this policy and wished to look over Commissioner Hopley's suggestions. Commissioner Niver stated he wanted any such policy resolution to establish the concept that when the Commission delegates authority, in this case to the Executive Director, it is delegated.

Commissioner Hopley reviewed his draft resolution language, noting he had tried to cover two important features, namely, 1. If response to a proposal falls within the approved Executive authority, it would not come to the Commission for action unless the Executive Director elected to do so, and 2. What would be the circumstance of how an item that is beyond the Executive Director's authority would come directly to the Commission. Any proposal would be evaluated to determine whether it promoted accepted best practices and was in the best interest of the Port. In addition, the Executive Director and/or the Commission could also bring proposals forward for discussion and possible action.

The Commission discussed all drafts regarding proposals to the Port and Commission at length, with all agreed on the concept of delegation to the Executive Director. Commissioner Rubin noted that the Port's Mission Statement contained the principles the Executive Director would use in evaluating proposals. He believed the Commission received the right amount of updates from the Port staff. Commissioner Hopley agreed, and noted Executive Director Hyde had good judgment of which things he would need to bring to the Commission's attention. Commissioner Rubin will bring the policy draft back to the Commission at the next regular meeting for possible action.

STUDY SESSION

Parliamentary Procedure –

Commissioner Short noted that the recent Commissioners' seminar sponsored by the Washington Public Ports Association included a speaker on the topic of parliamentary procedure. Commissioner Rubin stated that in light of their brief discussion at the last regular meeting, he had drafted some topics regarding such procedures for further discussion and input.

Commissioner Short was concerned with what he saw as the limiting of a Commissioner's ability to speak by the Chair. Under Robert's Rules of Order, unless a predetermined time limit is agreed to by the Commission, the Chair should allow each Commissioner the time needed to make their point.

Commissioner Niver agreed and noted that debate should be allowed to continue until all aspects of an issue have been discussed. He believed the Commission has a open process and among the best he'd seen.

Commissioner Hopley felt the need and reliance on Robert's Rules of Order was likely proportional to the size of the group and would be used to a larger extent by bigger groups. Commissioner Hopley was happy with how the Commission meetings were conducted and the quality discussions and true deliberations of the Commission.

Commissioner Mooney thought each Commissioner should be allowed to speak without a limit to the length of time or the number of times to address an issue.

All Commissioners agreed that the Chair should be able to ask that comments stay on-topic and pertinent to the issue at hand, and request that Commissioners be mindful of everyone's opportunity to speak.

COMMISSION DISCUSSION

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

Commissioner Mooney stated that he would like to pursue having the plank flooring in the Transit Shed covered with an overlay of particle board. He believed this would be preferable for its use as an event venue and would also keep the building warmer. Commissioner Niver noted suggestions of this nature should be addressed to the Executive Director. Commissioner Hopley agreed, believing a project of that nature would fall under a future CIP Projects discussion. He noted that plywood might be better than particle board in the Transit She'd wet environment.

Commissioner Mooney noted that he would like the Commission to consider returning the second Commission meeting of each month to a daytime meeting. He observed this would save on staff overtime for these meetings, which were generally study sessions. Commissioner Rubin preferred evening meetings because he felt the later time provided more opportunity to attendance by the public.

COMMUNICATIONS

Latitudes and Attitudes Cruising Event -

Executive Director Hyde reported that 214 boats checked in on Saturday, August 14th, a new single day record for the Boat Haven, primarily due to the Latitudes and Attitudes event. With the Boat Haven completely full, approximately 50 boats had to be turned away, some of whom anchored out in Fidalgo Bay. The Latitudes and Attitudes group paid the full transient boater rate and despite a few noise complaints were very self-contained and cleaned-up after themselves. The event moves to a different location each year.

Summer Concert Series –

The Port wrapped up the 2010 Boat Haven Summer Concert Series last Friday. The band Crème Tangerine entertained more than 600 people at the north end of the Boat Haven.

Upcoming Events –

The Port will hold a surplus auction of items no longer needed for Port purposes from 8 a.m. to 5 p.m. on Saturday, August 28th. Held in the Boat Haven web lockers, the surplus auction will be by sealed bid. Also on the 28th, the Port will hold a vessel auction at the Boat Haven. A 34' Catalina sailboat will be auctioned to satisfy delinquent Port charges.

The Port continues to sponsor live entertainment at the Central Pier of the Boat Haven each Saturday and Sunday through September 4th.

The Anacortes Antique Machinery Show will be held in the north end of the Boat Haven on September 11th.

Community Tours-

The next community tour will be September 13th. Tours meet outside the Dakota Creek office at 4th & Q Avenue and move from there to a variety of locations to view Port projects.

Historical Directory of Port Officials –

Executive Director Hyde noted that Executive Assistant Lindsey had researched and compiled a historical listing of all Port Commissioners and Port Managers/Executive Directors, now displayed in the Commission meeting room.

UPCOMING MEETINGS

Executive Director Hyde reviewed the Commission's upcoming meeting schedule. The Commission will hold a Special Meeting on Monday, August 23rd at 4:00 P.M. The purpose of the meeting is to hold a site tour via water of the Port's projects. The next Regular Port Commission Meeting is scheduled for September 2, 2010 at 7:00 P.M. The next Commission Regular Meeting and Work/Study Session will be held on September 16, 2010 at 7:00 P.M. Regular meetings are usually held in the Commission Meeting Room of the Main Port Warehouse Transit Shed. Executive Director Hyde noted that staff is working on arranging a tour for the Commission of the new Marine Technology Skills Center located on Parcel One. Also in the works is an economic analysis of the impact made by the Cap Sante Boat Haven. Port staff is working on a survey of all transient boaters to aid in gathering this information and to get their feedback on our facilities and customer service.

Skagit Council of Governments (SCOG) Meetings –

Commissioner Niver serves as the Commission's representative to the SCOG Board. He reported that the last two Regional Transportation meetings have been attended by staff from legislative transportation committees in Olympia. All of the area's mayors have spoken regarding their cities projects, most of which involve maintenance and repair. Commissioner Niver noted he had spoken in regards to the Port's transportation projects which involve more than the transportation of people, but also of goods. Although the Port has maintenance and repair projects at the Boat Haven, we also have maintenance and repair projects at Pier 2 and Wyman's Marina Ramp. Commissioner Niver explained these were unique kinds of transportation that provide jobs and revenues. He understood a result of his reporting was the interest of Senator Mary Margaret Haugen staff who have been in touch with Executive Director Hyde to schedule a meeting. Commissioner Niver cited the Port's recent JDF Grant as an example of how the Port can use these funds to best advantage. Executive Director Hyde will attend the next SCOG meeting with Commissioner Niver.

Swinomish Tribal Meeting –

Commissioner Rubin reported that he'd been invited by the Swinomish Tribe to attend a tribal meeting in which they discussed a canoe event, hosted this year by the Macaw Tribe. The event was expected to include 90 canoes and their support vessels. The Swinomish are the hosts for next year's event, held the last week of July, and are building a new pavilion in LaConner and trying to plan in advance for the marina facilities needed. LaConner's marina may not be large enough to hold all of the canoes and the support vessels, so they may be looking to moor the support vessels at the Cap Sante Boat Haven. Commissioner Rubin noted he would suggest to Executive Director Hyde that the event be considered for promotional moorage rates.

Commissioner Niver noted that both the Swinomish and the Samish Tribes are members of SCOG.

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.

ADJOURNMENT

With no further business to come before the Commission, Commissioner Mooney moved to adjourn, which was seconded by Commissioner Niver. Commissioner Rubin called for the vote on the motion, which carried unanimously and at 8:38 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
August 19, 2010