

Port of Anacortes
Regular Commission Meeting
December 17, 2009

The Port Commission of the Port of Anacortes held its regular business meeting and work/study session at 7:00 P.M. on the evening of December 17, 2009. This was a regularly scheduled Commission Meeting held in the Commission Meeting Room of the Port Main 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 Finance & Administration Johnson, Director of Operations & Facilities Hachey, Director of Engineering Elsner, Project Manager Estvold, Project Manager Rowe, and Administrative Coordinator Lindsey.

CALL TO ORDER

At 7:00 P.M. Commission President Rubin called the regular meeting of December 17, 2009, to order and welcomed all in attendance. He announced that following the second public comment period, the Commission would enter into Executive Session for the purpose of discussing a personnel matter – review of a public employee. The Executive Session was expected to last for one hour, and action might or might not be taken.

SPECIAL GUESTS – Burgee Program Recipients

Executive Director Hyde introduced the first recipients of Port of Anacortes burgees, small embroidered pennants, signifying the number of years a tenant has been with the Port. Mac Madenwald and Wendy Grey have been moorage tenants at the Cap Sante Boat Haven for more than 20 years, likewise, Micro AeroDynamics, with owners Charles White and Annie Brogan has been a tenant at the Anacortes Airport for more than 20 years. Both parties were presented with 20+ year burgees as a thank you for their tenancy. The Port will begin presenting 5, 10, 15, and 20+ year burgees throughout the 2010 year.

PUBLIC COMMENT PERIOD

Commissioner Rubin opened the floor for public comment pertaining to items on the regular agenda.

Mr. David Ashbach, of ILWU Local 25, addressed the Commission. Mr. Ashbach thanked the Port for undertaking all of the environmental cleanup projects on Port property, noting this has been a boon for local long shore workers and truck drivers, handling 15-25 loads per day, and staying, eating, and purchasing fuel locally. He noted that in addition to the jobs for the community, the cleanup of the environment was appreciated. As a local fisherman and digger for clams he had observed nothing alive coming out of the dredge spoils, demonstrating the need for cleanup.

Hearing no others with a desire to address the Commission, the floor was closed.

Executive Director Hyde thanked the ILWU for the great work they are doing for the Port.

CONSENT AGENDA

Commissioner Rubin called for any objections to the consent agenda. He requested that items #1 regarding the Chamber of Commerce Service Contract be moved and discussed with item #8 on the regular agenda. Hearing no objections or other requests, Commissioner Rubin read the titles of the remaining consent agenda items for consideration by the Commission:

EDASC Service Contract for 2010, Chinook Enterprises Service Contract for 2010 grounds maintenance, Authorization of Construction Elements for Repair of the Fire Suppression System in Warehouse No. 10, Authorization for Geotechnical Field Study for Wyman's Ramp Rehabilitation, and Assignment of Land Lease from Anacortes Seafood Inc. to Pacific Dream, Inc.

Commissioner Rubin called for any discussion of the items. Hearing none, he called for a motion. Commissioner Short moved to approve the consent agenda. Commissioner Mooney seconded the motion. Commissioner Rubin called for a vote on the motion, which carried unanimously.

REGULAR AGENDA

ACTION ITEMS

Authorization of Funding for Design and Construction of the P/Q Pier Small Craft Launch Fire Suppression System, Project #CSBH-17b –

Executive Director introduced Director of Engineering Elsner who briefed the Commission on this item that would authorize funding for design and construction of the P/Q Pier Small Craft Launch Fire Suppression System.

Director Elsner explained that the fire suppression system requirement had come up unknowingly from the City of Anacortes Fire Department after already having gone through a number of checks with the City in 2005. Due to the additional requirements, staff is requesting additional funding authorization for the increased costs. The new system will be the same as that installed on Docks C-D. It is a dry system, remaining dry until needed and good for all weather conditions. It is installed under the pier with stand pipes along P/Q to the bottom of the ramp. The current total construction authorization is \$482,458.

In response to questions from the Commission, Director Elsner explained that the City has been unclear as to why this was required and believed the City realized the opportunity for the Port to add this feature during construction. In light of this, the Port has already planned for the same system to be installed when E and F Docks are replaced.

Hearing no other discussion, Commissioner Rubin called for a motion. Commissioner Hopley moved to authorize a construction budget of \$23,640 to be spent from the Tax Fund, to construct the P/Q Pier Small Craft Launch Fires Suppression System, Project #CSBH-17b. Commissioner Mooney seconded the motion. Commissioner Rubin called for a vote on the motion, which carried unanimously.

Executive Director Authorization to Amend the 2009 Service Contract with the Anacortes Chamber of Commerce –

Executive Director Hyde reviewed the item, which would amend the existing Chamber of Commerce service contract to add \$6,475 for work done on the Anacortes Futures Project. The 2009 contract is for \$15,000. Executive Director Hyde explained that the amendment was requested in order to pay Mr. Mark Brunzel's work on the Futures Project.

Commissioner Short was of the opinion that it was the responsibility of the City to do long-range planning forecasts and questioned the payment for an independent source to do so. He inquired who the backers of the Futures Project were and how much each was contributing. Executive Director Hyde noted that the work was done gratis over the past two years with the Chamber being asked to have caretaker status. The Futures Project has come to the City, the Port, and the Chamber for funding to move forward, and primarily for Mr. Brunzel to continue his work. The City is working on funding the other half of his fees for this year. Executive Director Hyde explained the Chamber was going to fund a portion, but had to decline due to revenue shortfalls. The City had discussed taking over the project but determined it would take 2 years to complete. The Chamber wished to move forward more quickly. The mayor has indicated the City will fund \$12,500 next year, with this action requesting a match.

Discussion ensued with members of the Commission voicing concern over the benefit to the Port, if any, of the project, and whether the project reflected the needs of the Port and the community. Concern was also raised as to whether this was a service for the Chamber to provide to the Port. The Port did not request the Futures Project study, but did contribute information as requested and is mentioned in respect to the 2008 Comprehensive Plan. Members of Port and City staff attend the Project meetings. The Commission discussed whether or not the Port wished to support the endeavor, with Commissioner Hopley indicating he would prefer an opinion from Port legal counsel before considering any financial contribution.

Commissioner Mooney questioned whether the items should be tabled. Commissioner Rubin observed that no need to table existed since no motions had been made, rather he suggested the Commission postpone further discussion to another meeting. Following additional discussion, the Commission was of a consensus to remove the item along with the Chamber of Commerce Service Contract for 2010 from the agenda and consider them at a future meeting.

STUDY SESSION

Executive Director Presentation – Year In Review –

Executive Director Hyde provided the Commission with a slide presentation and summary of the Port's considerable 2009 accomplishments. He praised the Commission for authority delegations and the Port staff for their dedication, flexibility and job knowledge. A copy of Executive Director Hyde's presentation will be attached to the approved version of these minutes. Highlights included performance indicators Port-wide and for each operating area. The Port once again has the highest revenue per full-time employee of all Class A ports in Washington. Taxes make up 5% of the Port's \$10.6 million operating budget. The Port's website received 25,000 visits in 2009, and the Port is primarily seen in a positive light by media reports, such as local newspapers. As of this month there were 750 reported jobs on port property. These are private industry jobs and do not include Port employees.

Executive Director Hyde praised Port tenants and customers for their contributions to the Anacortes economy, including the Washington State Ferries with whom the Port now has a signed 20 year lease agreement.

The Port has also been among the leaders in energy conservation, saving 11% more energy in comparison to last year's usage. The Port makes good use of its facilities, many of which are open an available to the public.

Other highlights include the lease to the Marine Skills Center, currently under construction, and to Anthony's restaurant. An important highlight for the small boating community is the addition of the P/Q Pier hoist. Infrastructure accomplishments include storm sewer replacement, stormwater treatment, piling replacements, and electrical upgrades.

The Port has continued to be a leader in environmental cleanup with its work at the Scott Site, Pier One, and the O Avenue Beach restoration. Executive Director Hyde praised the Port's partnership with the Department of Ecology in accomplishing these necessary cleanups.

Members of the Commission thanked Executive Director Hyde and Port staff for their 2009 contributions. Commissioner Hopley noted that although the Port was awarded Port of the Year by the Washington Public Ports Association for 2008, it could just as deservedly if not more so had that honor in 2009 and anticipated more of the same for 2010. He noted it was the Commission's responsibility to look ahead and focus on what comes next.

COMMISSION DISCUSSION

Commissioner Rubin called for any discussion by members of the Commission on topics of their choosing.

Retreat Planning: Commissioner Rubin stated that the Commission's annual winter retreat would be January 19th, 2010 at the Padilla Bay Interpretive Center. Items for discussion by the Commission at the retreat include a Commission assessment with senior staff, a communications seminar by Mr. Duane Knapp, and Commission discussion of leadership roles, oversight, crisis management, directional roles, and real estate and strategic goals.

Executive Director Evaluation: Commissioner Rubin noted that copies of the Executive Director evaluation for were distributed to the Commission for their comments. All forms should be submitted to the Commission President and Vice-President for use in the evaluation, which will be during the first Commission meeting in January.

Commissioner Short remarked with pleasure on the progress of the P/Q pier.

Commissioner Mooney noted the congestion here at the street entrance to the Port main office and the need for planning.

Commissioner Niver recommended the Port apply for stimulus funding for stormwater, transportation, and environmental issues.

COMMUNICATIONS

Executive Director Hyde reported that the Transit Shed of the Main Port Warehouse would be open for covered viewing of the annual Christmas Boat Parade on December 19th.

UPCOMING MEETINGS

Executive Director Hyde reviewed the Commission's upcoming meeting schedule.

The next Regular Port Commission meeting will be January 7, 2010 at 7:00 P.M. That meeting will feature various project authorizations. January 19, 2010 will be the Commission retreat.

Commissioner Rubin announced that on January 20th the Chamber of Commerce will host a “Meet your Port Commissioners” night at the Anacortes Public Library, beginning at 5:15 p.m. This would be a less formal session with a roundtable format. After discussion by the Commission, Commissioner Rubin called for this to be an official meeting and directed staff to notice it as such.

The Commission will hold a work/study session on January 21, 2010. The annual joint meeting with the Port of Skagit County Commission has been rescheduled to February 16, 2010 at 9:00 a.m. at the Port of Skagit.

PUBLIC COMMENT PERIOD

Commissioner Rubin opened the public comment period for items not on the regular agenda. Hearing none, the public comment period was closed.

EXECUTIVE SESSION

Commissioner Rubin announced that the Commission would take a brief recess and then move into Executive Session for the purpose of discussing a personnel matter – review of public employee. The Executive Session was expected to last for one hour and action might or might not be taken. The Commission recessed at 9:05 and resumed at 9:18 entered into Executive Session. The Executive Session concluded at 10:27. Commissioner Rubin announced that no action would be taken regarding the matter discussed.

ADJOURNMENT

With no further business to come before the Commission, Commissioner Mooney moved to adjourn, which was seconded by Commissioner Short. Commissioner Rubin called for the vote on the motion which carried unanimously, and at 10:28 P.M. the meeting was adjourned.

Attest:

Keith Rubin, President

Pat D. Mooney, Vice-President

Ray Niver, Secretary

Steve Hopley, Commissioner

William L. Short, Commissioner