

**Port of Anacortes**  
**Regular Commission Meeting**  
**June 3, 2010**

The Port Commission of the Port of Anacortes held its regular business meeting at 7:00 P.M. on the evening of June 3, 2010. This was a regularly scheduled Commission Meeting held in the Commission Meeting Room of the Port Main Warehouse Building, 1<sup>st</sup> & Commercial Avenue, Anacortes, Washington.

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

Also in attendance: Executive Director Hyde, Director of Finance & Administration Johnson, Director of Operations & Facilities Hachey, Director of Engineering Elsner, Marina Manager Fowler, Project Manager Dossen, Project Manager Rowe, and Executive Assistant Lindsey.

CALL TO ORDER

At 7:00 P.M. Commission President Rubin called the regular meeting of June 3, 2010, to order and welcomed all in attendance.

PRESENTATION

Anacortes Log & Bulk Stevedore - Bud Turner Scholarship

Executive Director Hyde introduced Miss Kourtney Breckenridge, of Anacortes, recipient of the Bud Turner Scholarship. This scholarship is awarded by Anacortes Log & Bulk Stevedore and funded by ILWU 25. Miss Breckenridge was accompanied by her parents and accepted the congratulations of the Port Commission. She will graduate from Anacortes High School this month.

PRESENTATION

Cost Cutter Award –

Executive Director Hyde introduced award recipient Brady Rowe, a Project Manager for the Port of Anacortes. Brady was selected for this award for his contract management of the Cathodic Protection Project at the Anacortes Airport, which resulted in a significant savings of Port funds.

PUBLIC COMMENT PERIOD

Commissioner Rubin opened the floor for public comment pertaining to items on the regular agenda. Although no one wished to comment on items on the regular agenda, Mr. Cliff Verhoeff requested and was granted the opportunity to address the Commission at this time.

*1. Mr. Cliff Verhoeff, 4841 Spiral Lane, Snohomish, WA, addressed the Commission. Mr. Verhoeff spoke as the representative of the Snohomish Artists Guild and as promoter of the Cap Sante Boat Haven free summer concert series. He noted that he had met with Port Executive Director Hyde and due to the Anthony's restaurant construction, the concert series will be moved to the north end of the Boat Haven this year. Mr. Verhoeff observed that the area at the north end has a smaller grassy area by far than in prior*

*years, necessitating the rental of chairs in order to provide adequate seating. He estimated the cost to be approximately \$1,800 for the chairs and labor to set them up and take them down. Noting that the Snohomish Artists Guild provides the concerts at no charge to the public, Mr. Verhoeff requested that the Port pay for the rental cost of the chairs. He anticipated a higher attendance for this year's series, but noted that other than a grant from Skagit County, he'd had difficulty obtaining series sponsors due to the present economy.*

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

Executive Director Hyde explained that this summer will represent the 3<sup>rd</sup> summer series of free concerts promoted by Mr. Verhoeff at the Boat Haven. In response to questions from the Commission regarding use of chairs already owned by the Port, he further explained that the Port's policy is not to use those chairs outside of the Port Transit Shed. He observed that one option would be for the Port to rent the chairs from a local outside source.

After a brief discussion, Commissioner Rubin requested that Port staff review the matter and bring a recommendation to the Commission.

#### CONSENT AGENDA

Commissioner Rubin read the consent agenda items: Approval of Minutes of the Regular Meeting May 6, 2010, and Regular Meeting Work/Study Session of May 20, 2010; Approval of Vouchers No. 5-1 through 5-158 totaling (\$1,660,689.06); Approval of the April 2010 Treasurer's Report totaling \$10,440,422.70. Commissioner Rubin called for any objections to the consent agenda. Hearing none, Commissioner Rubin called for a motion for approval. Commissioner Mooney moved to approve the consent agenda. Commissioner Hopley seconded the motion. Commissioner Rubin called for a vote on the motion, which carried 4-0 with Commissioner Short absent.

#### REGULAR AGENDA

#### ACTION ITEMS

#### Authorization for E & F Dock Design Funding -

Executive Director Hyde introduced Director of Engineering Elsner to review the item, which sought Commission authorization for staff to proceed with pre-construction and design elements associated with the necessary engineering for in-water floats for the Cap Sante Boat Haven West Basin Redevelopment E & F Docks Replacement Project, Project #CSBH-08. Director Elsner noted that staff had brought information regarding the project to the Commission several times and were now requesting to move ahead with design for the new floats. He explained that once the design is decided the Port will go out to bid with a material procurement process, similar to the process undertaken with the replacement of C & D Docks. Director Elsner also noted that staff is currently working on grant presentations for both Boating Infrastructure (BIG) and ALEA grants which could assist in the costs of the project. He explained that the configuration of the new floats has not changed since it was first presented to the Commission and the engineering firm selected, PND Engineers, were very familiar with the project.

Director Elsner responded to questions from the Commission regarding dredging (which this authorization did not include), bidding climate, esplanade upgrades, and maintaining a design consistent with that used for C & D Docks.

Hearing no additional discussion, Commissioner Rubin called for a motion. Commissioner Hopley moved to authorize staff to proceed with pre-construction and design elements for Cap Sante Boat Haven West Basin Redevelopment E & F Docks Replacement – Float Procurement, Project #CSBH-08 for a total cost of \$220,000 to be spent from the General Fund. Commissioner Niver seconded the motion. Commissioner Rubin called for a vote on the motion, which carried 4-0.

Material Procurement Authorization for Former Scott Paper Mill Cleanup Project – Phase 2, Project #ENV-01B –

Director Elsner briefed the Commission on this two part item as well, which requested funding authorization for the procurement of owner-supplied materials for construction elements associated with Phase 2 of the Former Scott Paper Mill Cleanup Project, Project #ENV-01B, as well as additional funding related to the on-site project field office and administration. Director Elsner noted that as part of the Scott Site environmental cleanup the Port was tasked with replacing the original dock facility at the Seafarers' Memorial Park for small craft use, including a fixed dock, gangway, and wood float system with interconnected kayak float modules. The gangway and small craft float system were identified as owner-supplied items. The Port worked with the small craft user groups to come up with a final design over a seven month period and completed a complete bid process for these procurements with Mantle Industries providing the lowest bid for the gangway and Transpac Marinas providing the lowest bid for the floats. Port staff was pleased with these bids which came in \$20,000 under budget.

The second part of the item requested additional authorization and funding in the amount of \$120,000 to extend the lease for the project field office at the Cannery Building and maintenance of current temporary staffing levels for the project. Previous funding reflected cost projections through a Phase 3 completion date of 4/30/11. The estimated completion of Phase 3 has now been extended to 7/31/11. All costs associated with the project field office and staffing are 100% reimbursable by the Dept. of Ecology under the existing remedial action grant and by Kimberly Clark under the Chartis environmental insurance policy.

Director Elsner responded to questions from the Commission regarding the definition of owner-supplied items, in which the Port purchases and supplies the materials to the contractor, the numbering system used for project identification, and the use of the General and Environmental Funds. Hearing no additional discussion, Commissioner Rubin called for a motion. Commissioner Mooney moved to authorize funding in the amount of \$472,685, of which \$352,685 is to procure the owner-supplied materials associated with the Former Scott Paper Mill Cleanup Project – Phase 2, Project #ENV-01B; and of which \$120,000 is to cover additional project field office and administration costs through Phase 3 completion of the Cleanup project. All costs will be paid from the Environmental Fund and cost recovery proceeds will be applied back to the Environmental Fund. Commissioner Hopley seconded the motion.

Additional discussion continued regarding pilings for the floats. Director Elsner explained that the pile will be internal to the floats. Hearing no additional questions, Commissioner Rubin called for a vote on the motion, which carried 4-0.

COMMISSION DISCUSSION

Commissioner Rubin called for any discussion from the Commission.

Commissioner Mooney inquired about the redevelopment of the Seafarers' Memorial Park and possible expansion of the building. He wished to meet with Port staff to determine if the funds could be found to allow for expansion of the Park building to allow more varied use. Commissioner Niver wished to see funding and expansion of the building as a future agenda item. Commissioner Hopley agreed with both Commissioners Mooney and Niver, but noted that the cost determination would be the primary factor in any plans for expansion. Executive Director Hyde noted that staff was looking at a number of different options and would bring these to the Commission at a future date.

## COMMUNICATIONS

### Upcoming Events –

Executive Director Hyde provided a review of upcoming events at Port facilities including the Red Cross Real Heroes Breakfast in the Transit Shed June 10<sup>th</sup>, the Nordic Tug Rendezvous at the Cap Sante Boat Haven June 10-13<sup>th</sup>, the Anacortes Fly-In at the Anacortes Airport June 12<sup>th</sup>, and the American Cancer Society Relay for Life at the Boat Haven June 18-19<sup>th</sup>.

The next Project Community Tour is scheduled for June 14<sup>th</sup> at 4:00 p.m. and will meet at the Dakota Creek office at 4<sup>th</sup> & Q Avenue and will then proceed to the Scott site project area.

## UPCOMING MEETINGS

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

The next Commission Meeting will be the Special Meeting of June 7, 2010 during which the Commission will discuss Business Incubators. The next Regular Commission Meeting Work/Study Session of June 17, 2010, followed by a Special Meeting/Strategic Planning Session on June 21, 2010.

## 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 public comment period was closed.

## UPDATE

Executive Director Hyde reported that the Boat Haven was doing well and was virtually full in recent weeks. Summer staff has been hired for the Boat Haven with an emphasis on adult staffing. Many of those hired for the summer are retired, active boaters who bring an exciting new dynamic to the Boat Haven. Also new at the Boat Haven are bicycles which the office will sign out to visiting boaters, enabling them to get around our community more easily. Planned for weekends in July and August are live performances at the Central Pier from noon to 2 p.m. each Saturday and Sunday. There will also be a number of franchises at the Boat Haven this summer.

## ADJOURNMENT

With no further business to come before the Commission, Commissioner Hopley moved to adjourn, which was seconded by Commissioner Mooney. Commissioner Rubin called for the vote on the motion, which carried 4-0 and at 7:48 P.M. the meeting adjourned.

**Attest:**

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Keith Rubin, President

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Pat D. Mooney, Vice-President

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Ray Niver, Secretary

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Steve Hopley, Commissioner

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William L. Short, Commissioner

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Julie Johnson Lindsey, Executive Assistant  
June 3, 2010