

PORT OF ANACORTES

Minutes-Special Meeting

June 21, 2010

The Port Commission of the Port of Anacortes held a Special Commission Meeting on June 21, 2010. The purpose of the meeting was for the Commission and senior staff to hold a strategic planning and discussion session. This meeting was 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 Finance & Administration Johnson, Director of Operations & Facilities Hachey, Marina Manager Fowler and Executive Assistant Lindsey.

CALL TO ORDER

At 9:02 A.M. Port Commission President Rubin called the Special Meeting to order and announced the purpose of the Special Meeting. He noted that this was a round table format for the purpose of discussing strategic planning.

PUBLIC COMMENT PERIOD

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

SPECIAL AGENDA

STUDY SESSION

Strategic Planning – Purpose Statements for Facilities

Commissioner Rubin reviewed the seven submitted revisions to the Strategic Plan's purpose statement for the Cap Sante Boat Haven, noting that the Boat Haven Advisory Committee had preferred revision number seven, followed by revision number one and number three.

Proposed revision number seven read:

“The purpose of the Cap Sante Boat Haven is to provide an economically vibrant waterfront destination for recreational and commercial boaters, businesses, tourism, and community services and facilities that connect Anacortes to its waterfront, while being financially self-sustaining.”

The Commission expressed their preferences and centered discussion on revision number seven. Commissioner Hopley noted that all the revisions were essentially the

same, but noted that all should include the Boat Haven's purpose and include the Port's core mission to create jobs and economic development, which was absent in all versions. Commissioner Niver suggested the word "destination" be changed to "environment." Marina Manager Fowler suggested eliminating the word "private" in reference to job creation.

The Commission and staff discussed these and other aspects of the purpose statement at length resulting in the following changes:

"The purpose of the Cap Sante Boat Haven is to stimulate job creation and commerce through an economically vibrant waterfront destination for recreational and commercial boaters, businesses, and tourism. With community services and facilities that connect Anacortes to its waterfront, while contributing to the Port's overall profitability."

Commissioner Rubin asked that the public have an opportunity to comment on the proposed revision to the purpose statement. Executive Director Hyde will place the proposed revision on a future regular meeting agenda for Commission action.

Commissioner Hopley stated he would like information regarding what the Boat Haven's profitability would be if it had only permanent moorage with no transient moorage and the resulting impacts on staffing levels and revenues, as well as the same information with the present mix of transient and permanent moorage, including the amounts spent by transient boaters in the Anacortes community. He believed this information would be important for the Commission to consider in making a decision based on the analysis.

Directors Johnson and Hachey noted that due to grants the Port is committed to allocating transient slips for serving transient boaters. Commissioner Short observed that a loss of transient boaters would have a negative financial impact on the community. Director Hachey noted that if the Boat Haven had only permanent moorage slips, it would not be able to accommodate boating events such as Trawlerfest and others.

Commissioner Mooney did not object to an analysis, but didn't wish to hire any outside party to complete it. Commissioner Rubin inquired how soon Port staff to do an analysis. Executive Director Hyde believed that staff could provide this information in two-three months time, approximately for the first Commission meeting in September.

Mission Statement – Rental Facilities

Commissioner Rubin noted that the Port would soon have three rental facilities to manage, those being the Transit Shed, the Seafarers' Memorial Park Building, and the meeting room at the soon to be open Marine Skills Center. He inquired of the Commission whether the Port needed a statement regarding the management of these rental facilities.

The Commission agreed that these facilities contribute to the Port's overall profitability and that they serve a public need for large meeting spaces that is not presentably met by private enterprise. The Commission also discussed current rate structures for use of the existing facilities, which are rental facilities, separate from leases, and the reciprocal agreements the Port has in place with other public entities.

Executive Director Hyde observed that rental funds collected by the Port for use of the Transit Shed paled in comparison to the funds spent by renters with local vendors on catering, lighting, décor, sound system and other rentals. Rental of the Transit Shed also provided a connection to the waterfront and access for non-boaters. In response to questions from the Commission, Executive Director Hyde and staff explained the Port's required hold harmless agreement for rental of the facility and the insurance required from renters, including naming of the Port as additionally insured. Also discussed was whether rental of these facilities would be considered competing with private business should facilities of this nature, such as a convention center or hotel meeting space of similar size ever be built in Anacortes, or if there would be a continuing need in the community based on the rates charged by all facilities.

Commissioner Niver suggested that port staff create some options for a purpose statement based on the discussion for review by the Commission. Commissioner Rubin suggested that both the staff and the Commission work up options.

Further discussion ensued regarding the fire suppression system in the Transit Shed which is being upgraded in phases. Also discussed was the maintenance needed in terms of piling replacements for all of Pier 1 and not only in the area of the Transit Shed. Due to this needed maintenance, the load levels for the facility would not allow for commercial industrial commercial use.

Commissioner Rubin reiterated that both staff and Commissioners would put together their ideas regarding the need for a purpose statement for rental facilities for discussion at a future meeting.

COMMISSION DISCUSSION

Commissioner Rubin provided the Commission with information from the facilitation class that he was attending regarding Consensus Decision Making and its use as a tool in setting new policy. He asked that everyone read over the information for discussion at a future study session, noting he would like to see the Commission reach a consensus on more items.

Commissioner Niver observed that there were differences in philosophy and the concept of strategic planning and analysis. He believed that decisions should be made after a strategic analysis has taken place and a general policy set to use as a basis in setting subsequent policy as a means to stay on track and not lose sight of the Port's mission in negotiating for consensus.

Commissioner Hopley believed consensus was preferable to a 3-2 decision and that just as input from all parties was needed to make a good decision, a good policy would have five affirmative votes.

Commissioner Mooney observed that the Commissioners represented five different points of view and that it was good business for the Commission to voice these views and then work towards consensus.

Commissioner Short agreed and thought the Commission for the most part had been successful in working to discuss all issues and achieve consensus.

Commissioner Rubin noted that consensus building takes more time and asked the Commission to be prepared to do so.

Commissioner Niver noted that many times any disagreement was primarily a communication matter.

COMMUNICATIONS - There were no additional communications from staff.

UPCOMING MEETINGS

Executive Director Hyde reviewed the Commission's upcoming meeting schedule. The next regular meeting will be July 1, 2010 at 7:00 p.m. in the Commission Meeting Room. The next regular study session meeting will be July 15, 2010 at 7:00 p.m., also in the Commission Meeting Room.

PUBLIC COMMENT PERIOD

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

ADJOURNMENT

With no other business to discuss at this time, Commissioner Rubin called for a motion to adjourn. Commissioner Mooney moved to adjourn the special meeting. Commissioners Niver and Short simultaneously seconded the motion, which carried unanimously and the special meeting adjourned at 10:46 a.m.

Attest:

Keith Rubin, President

Pat D. Mooney, Vice President

Ray Niver, Secretary

William L. Short, Commissioner

Steve Hopley, Commissioner

Julie Johnson Lindsey, Executive Assistant
June 21, 2010