

PORT OF ANACORTES

Minutes-Special Meeting

February 3, 2011

The Port Commission of the Port of Anacortes held a Special Commission Meeting on February 3, 2011. The purpose of the meeting was for the Commission to continue discussions in regards to establishing a Port parking policy. The meeting was 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, Tenant & Special Projects Administrator Pittis, and Executive Assistant Lindsey.

CALL TO ORDER

At 5:00 P.M. Port Commission President Rubin called the Special Meeting of February 3, 2011 to order and announced the purpose of the Special Meeting.

PUBLIC COMMENT PERIOD

Commissioner Rubin welcomed all in attendance and opened the floor for public comment pertaining to items on the special agenda.

1. Mr. Joe Barns, 2107 11th Street, Anacortes, addressed the Commission. Mr. Barns stated he was interested in where Port parking areas would be. He believed any parking on Port property should be open to the public and not reserved for specific businesses. Mr. Barns stated he thought this was true of the Anthony's parking lot.

2. Mr. Tom Glade, 6567 Deer Lane, Anacortes, addressed the Commission. Mr. Glade stated he would like people to remember that the Commissioners are the board of a corporation and the citizens and tax payers of Anacortes are the stockholders. He encouraged public participation at every meeting and encouraged people to come and see what the corporation is doing.

Commissioner Rubin thanked the speakers for their comments, hearing no others, the floor was closed.

SPECIAL AGENDA

STUDY SESSION

Discussion Item: Port Parking Policy – Developing Criteria -

Commissioner Rubin noted that at its meeting of January 20, 2011, the Commission had discussed parking and developed a list of users and potential users. He wished to see the Commission try to establish priority among those parking on Port properties.

Commissioner Niver observed that the Port leases property to a variety of users at several locations and that those leases were in effect until over. He noted this was a little greyer in the case of moorage tenants.

Commissioner Mooney voiced concern that the Commission was not identifying the available parking areas owned by the Port.

Cap Sante Boat Haven -

Executive Director Hyde provided the Commission with a PowerPoint presentation which addressed the assumptions for current parking uses and levels. He reviewed an overlay of all parking areas at the Cap Sante Boat Haven with aerial views as follows:

North Basin – presently used in several capacities, including parking for moorage, small boat storage, RV parking, and lay down space for Dakota Creek Industries.

West Basin – in addition to moorage and tenant parking, a certain amount of ferry parking occurs here, especially during the summer months.

West Basin/ Anthony's - the new Anthony's parking lot has roughly 90 spaces dedicated for use by the restaurant with an additional 60 spaces available.

West Basin/ Commercial Fishing - the area upland of T Dock and B Dock are intended for use by Commercial fishermen and Commercial businesses using those docks and have signage to that affect.

South Basin – A Dock parking is marked along the esplanade. Also in the south basin are the new Skills Center paved lot, a portion of which is for Port use, as well as the adjoining gravel lot – both on Parcel One. This is designated as an area for commercial development in the Comprehensive Plan.

Of the 1,485 parking spaces available at the Boat Haven, City code requires the Port to have 795, leaving an excess of 690 spaces.

Commissioner Niver noted those numbers did not include future plans outlined in the Comprehensive Plan, which could reduce available parking.

Executive Director Hyde reviewed parking stall economics, based on the recently completed Anthony's lot, noting at \$2,700 for construction of a typical parking stall – the cost of that stall per year over a 25 year period would be \$111.11 plus \$25 operations and maintenance costs. The average space size was 300 square feet with a value per square foot of \$20, with a rate of return of 8.5% equaling \$510. Therefore, the actual and opportunity cost to have a parking spot in the Boat Haven is \$646.11 per year. For 25 years, the actual and opportunity cost would be \$16,152.78 per stall. In order to break even, at \$5 per day, the space needs to be rented 129 days per year.

Commissioner Niver inquired whether the Port uses these numbers in leases with tenants and whether the costs of the parking were included in their lease. Executive Director Hyde noted these numbers were newly calculated. Director Hachey explained that with the exception of Anthony's, all parking at the Boat Haven associated with

leases was for offices with no dedicated spaces. Anthony's is the exception and dedicated parking is structured into their lease and they paid for a share of the costs in building the parking lot adjacent to their restaurant.

Executive Director Hyde reviewed the build out shown in the Comprehensive Plan, equaling approximately 190,000 square feet, including 8 large buildings at 20,000 square feet and 2 buildings at 15,000 square feet.

Executive Director Hyde noted recent property acquisition in the North Basin could account for another 13,000 square feet or 43 parking stalls, while the southwest corner of Parcel One, an area of 160,000 square feet garnered 533 parking stalls, adding 577 more stalls to the 694 above what was currently needed. After subtracting 317 stalls that would be lost to building footprints, the Port will still have more than 950 parking spaces. Build out of the Boat haven in the Comprehensive Plan is factored at full build out in the year 2055 with most excess parking in the south basin at build out.

As a means of comparison, Executive Director Hyde explained that the Anthony's restaurant is 6,800 square feet.

Commissioner Niver noted a need to specifically look at trailer parking and the need for overflow parking for the Seafarers' Memorial Park. Commissioner Short noted that the Commission needed to go through the list of parking users and determine who has priority and then park vehicles in particular groups accordingly. Commissioner Rubin observed that at build out the Port will have adequate parking at the Boat Haven, although there will be times when there is extra pressure, such as busy weekends, festivals, etc.

Executive Director Hyde inquired of the Commission whether they preferred to plan for busiest times or average times. He noted the City's code requirements are very conservative, yet the Port never hits 75% occupancy of the number required by code at the Boat Haven.

Commissioner Mooney requested staff to develop an aerial view with the number of parking spaces currently available shown, and then add potential building spaces and parking for what type of business would go there. Commissioner Niver noted this should be compatible with the Comprehensive Plan. Executive Director Hyde noted staff would look at overlaying the Comprehensive Plan onto the parking lot areas for reference.

Marine Terminal –

Executive Director Hyde reviewed parking at the Marine Terminal. He noted the Port has just completed fenced in parking for roll on, roll off barges at the Wyman's area. Additionally it is possible to add diagonal parking via the Port's encroachment agreement with the City along 4th Street.

Commissioner Niver inquired whether the Port considered the use of the Wyman's ramp by the public. Executive director Hyde acknowledged this was considered, although very few non-commercial vessels use the ramp, and the majority of those that do park their trailers in the north end of the Boat Haven. In further response to questions from the

Commission, Executive Director Hyde explained that the majority of parking at the Marine Terminal is primarily by Port tenants Dakota Creek Industries, Transpac, and Puget Sound Rope. These tenants are not charged for parking.

Commissioner Rubin noted it appeared those with paid parking areas are Port tenants. Commissioners Niver and Short inquired about the possibility of creating parking tags for marina and moorage tenants.

Commissioner Hopley suggested the Commission look at the data and identify everything below the current commitment of users, removing that from discussion, and prioritize the remainder. Commissioner Rubin agreed, noting all tenants were accounted for. Commissioner Niver noted that boat trailer parking was included, although the present parking area for these was not adequate. Director Hachey noted that Port staff would calculate the number of days trailers that could be fully accommodated at the McDonald's lot and the number they could not. Executive Director Hyde noted those numbers were truly very situational.

The Commission examined the list of users they had developed during their January 20, 2011 special meeting and determined those already accounted for were:

- Boat Owners/Moorage Tenants
- Guests of Boat Owners/Tenants
- Boat Haven Employees
- Upland Tenants
- Customers of Upland Tenants and marina businesses
- Whale Watchers
- Off-site Contractors working at the Boat Haven
- Boat Trailers
- Students and Staff of the Marine Technology Center
- Parks & Recreation Program participants

The Commission discussed and prioritized the remaining users as follows:

- Public Access, Kayakers, Small Boat Launch users & Small Boat Group storage
- Festival Attendees – Port sponsored events
- Festival Attendees – City sponsored events
- Parking leased to others
- Recreational Vehicles (RV's)
- Ferry Parking, Commercial Trucks

Commissioner Hopley noted if there was ever a fee paid by the State Ferries for use of Port parking that could change its priority. Commissioner Niver was of the opinion that ferry parking should not be allowed on Port property without payment.

Commissioner Rubin noted that he would work with Executive Director Hyde on a draft action and policy to encompass everything discussed.

Commissioner Rubin noted the role of signage in enforcement, and that different areas could be assigned as short term or long term parking.

Executive Director Hyde noted that even in 2055, for nine months of the year the Port would not have a parking problem at the Boat Haven. The months of June-September are “marina-centric”.

Commissioner Rubin polled the Commission on the next meeting date to continue discussions for parking. The consensus was to hold a special meeting in the work/study session format on Thursday, March 3rd at 5:00 p.m., prior to the Regular Commission meeting.

ADJOURNMENT

Having no other business to discuss at this time, Commissioner Rubin called for a motion to adjourn. Commissioner Short moved to adjourn the special meeting. Commissioner Mooney seconded the motion. Commissioner Rubin called for a vote on the motion, which carried unanimously, and the Special Meeting adjourned at 6:27 P.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
February 3, 2011