

PORT OF OLYMPIA COMMISSION
MINUTES OF REGULAR MEETING

February 12, 2001

CALL TO ORDER

President Pottle called the meeting of February 12, 2001, to order at 5:35 p.m. at the Port of Olympia in the Large Conference Room. Commissioners Van Schoorl and Dickison were in attendance.

Staff in attendance were: Executive Director Nick Handy, Marketing Director Kari Qvigstad, Engineering Director Andrea Fontenot, Deputy Director Wendy Holden, Finance and Information Services Director George Fox, Olympia Regional Airport Manager Doug Sandau, and Property Development Manager Heber Kennedy. Representing the Olympian was reporter Scott Wyland. Representing the Hands On Children's Museum was Executive Director Patty Belmonte. Representing Legal Counsel was Sandy Mackie.

EXECUTIVE SESSION

Commissioner Pottle reported that the Port Commission had convened an executive session at 5:00 pm for the purpose of conferring with counsel regarding two matters in litigation. The first matter in litigation involves a federal lawsuit over the Cascade Pole cleanup. The second litigation involves a federal court bankruptcy of a Port tenant, Family Golf. The executive session lasted approximately 25 minutes.

APPROVAL OF AGENDA

The agenda was approved as submitted.

PUBLIC COMMENT

No public comment was offered from the public.

COMMISSIONERS REPORTS

Commissioner Dickison offered no reports. Commissioner Van Schoorl reported on activities with the small boat center. Commissioner Pottle reported on his attendance at the World Trade Club Marco Awards event in Tacoma the previous week, his recent attendance at the EDC meeting, a meeting he had with Kari Qvigstad regarding technology tools for the Port's marketing program and sales training, and regarding his attendance at the recent Mayors Forum.

CONSENT CALENDAR

The Consent Calendar was unanimously approved as follows.

Minutes. The minutes from January 22, 2001 were unanimously approved as presented.

Bills and Vouchers. The bills and vouchers were unanimously approved as submitted in the amount of \$228,175.78 for the period ending February 12, 2001. General Fund Warrants Issued: 020665,020666-020676,020677-020699,020705-020724,020725-020773,020776-020805,020807-020808,020809-020820,0 Capital Fund Warrants Issued: 020700-020703,020774-020775,020821-020826. Airport Fund Warrants Issued: 020663. GO 1998-A Fund Warrants Issued: 020664,020806. LTGO 1998-B Fund Warrants Issued: 020827. Environmental Fund Warrants Issued: 020704-020834.

Capital Project Expenditure Approval. The Commission unanimously approved the capital project expenditure listing in the amount of \$161,707.57 for DLB Earthwork for Center Street/78th Street improvements, Landau Associates for Cascade Pole, and Richard & Jannette Hoage for the Hoage Fire Settlement.

New Lease: Washington State Patrol. Commissioner Van Schoorl inquired about the status of the Washington State Patrol lease. Heber Kennedy responded that this was the exercise of the final option by the State Patrol that would last for five years. The Commission unanimously approved the option exercise by the Washington State Patrol.

Lease Amendment: Challain, Inc. The Commission unanimously approved the lease amendment with Challain, Inc.

ACTION CALENDAR

Sand in the City Sponsorship

Port Marketing Director Kari Qvigstad presented a proposal for the Port to provide a sponsorship in the amount of \$2500 for the Sand in the City Community Festival planned on the Port Plaza for August 24, 25, 26, 2001. The event will benefit the Hands On Children's Museum and feature master sculptors from around the nation. The event will showcase Port properties and provide excellent marketing opportunities for the Port.

Hands On Children Museum Executive Director Patty Belmonte offered pictures and descriptive information about the Sand in the City Community Festival.

Kari Qvigstad advised that the \$2,500 sponsorship would be provided with \$1500 in kind contributions from the Port and a \$1,000 cash contribution for Marketing.

It was moved, seconded, and passed that the Port would provide a sponsorship to the Sand in the City Community Festival to be held on Port properties consistent with staff recommendations. The motion passed unanimously.

SEPA Amendment Approval - Resolution 2001-03

Port Engineering and Planning Director Andrea Fontenot presented amendments to the Port's SEPA Resolution that had not been changed since 1984. These changes were needed to reflect the case-log that has evolved over time and some changes related to the day-to-day administration resolution.

Port Counsel Sandy Mackie advised that he had reviewed the proposed changes and recommended them to the Port Commission.

A motion to adopt the SEPA amendments and Resolution 2001-03 was moved, seconded, and unanimously approved.

Outside Employment Policy Approval

Executive Director Nick Handy presented a new section for the Policies and Procedures Manual relating to outside employment.

The Commission had previously discussed this policy at its prior meeting and requested additional language that was included and presented back to the Commission.

Commissioner Dickison requested that in addition to the changes made that staff develop a definition for outside employment. Staff agreed to develop a proposal defining better outside employment and to bring the resolution back to the Commission. Otherwise, the Commission took no action on the proposed policy.

Commission Bylaws Adoption – Resolution 2001-04

Executive Director Nick Handy presented a draft of the Commission bylaws that had been presented to the Commission on December 11, 2000 as an advisory.

The Commissioners discussed the bylaws and Commissioner Van Schoorl made several modifications. Failing a motion to adopt, the Commission advised that they wished to table the resolution and for staff to bring the bylaws back at sometime in the future based upon the request of any Commissioner.

Hoage Termination Agreement

Mr. Heber Kennedy presented an agreement that had been entered into between the Port and the Hoage's to terminate the

lease relationship with the Port. The Hoages were one of a number of people who sold their property to the Port under the Airport Land Acquisition program. In consideration of final purchase price, the Port leased the property back to the Hoages to allow them to live on the property until November 12, 2009. The negotiated price included a value of rent for that time period. On August 17, 2000 the property was destroyed by fire and the Port notified the Hoages of the Port's intent not to rebuild. The termination agreement reflects the final settlement between the Port and the Hogue's regarding this termination and provides the Hogue's with compensation for the termination of the lease prior to its expiration.

The Port Commission moved, seconded, and unanimously approved the Hoage termination agreement.

ADVISORY CALENDAR

Airport Project Advisory

Port Deputy Director Wendy Holden and Airport Manager Doug Sandau provided an advisory briefing to the Port Commission on the events planned for the Airport Runway Relocation project.

The Port has completed and distributed the environmental review that includes a mitigated determination of non-significance. Holden outlined the periods available for public comment and appeal of this determination.

Ms. Holden advised that the Port and City of Tumwater would be hosting a public workshop focused on the environment review at the Labor and Industries building on February 28 at 6:00 pm.

The Port staff will be bringing plan amendments back to the Port Commission in March for public hearing and adoption.

No action was taken by the Commission on this matter.

Law Enforcement Coordination Advisory

Port Deputy Director Wendy Holden and Airport Manager Doug Sandau provided an advisory to inform the Commission of communication and coordination protocols in place between the Airport, the air-tower, and local law enforcement.

The discussion focused on a law enforcement effort in December at the Airport involving local law enforcement, the tower and the Airport. The Commission and staff discussed the law enforcement matter and the Commission directed staff to work with local law enforcement, the tower, and the Airport to clarify protocols. The Commission also request staff to engage in similar discussions with the Olympia law enforcement authorities regarding potential activities on Port properties at the peninsula.

No further action was taken.

ADJOURNMENT

President Pottle adjourned the meeting of February 12, 2001 at 7:05 p.m.

PORT OF OLYMPIA COMMISSION

President

Vice President

Secretary-Treasurer