

PORT OF OLYMPIA COMMISSION  
MINUTES OF REGULAR MEETING

February 26, 2001

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**CALL TO ORDER**

President Pottle called the meeting of February 26, 2001, to order at 5:33 p.m. at the Port of Olympia in the Large Conference Room. Commissioners Van Schoorl was in attendance. Commissioner Dickison had an excused absence.

Staff in attendance were: Executive Director Nick Handy, Administrative Manager Jeri Sevier, Marketing Director Kari Qvigstad, Special Projects Coordinator Patti Grant, Deputy Director Wendy Holden, Olympia Regional Airport Manager Doug Sandau, and Boatswap and Chowder Challenge Coordinator Carola Stark.

Public in attendance were as follows. Representing the Olympian was reporter Scott Wyland. Representing the Garden Raised Bounty was Kim Gaffi. Representing Legal Counsel was Sandy Mackie.

**APPROVAL OF AGENDA**

The agenda was approved as submitted with one addition to the advisory calendar. Mr. Nick Handy requested staff give a report on the Family Golf Acquisition.

**PUBLIC COMMENT**

No public comment was offered from the public.

**COMMISSIONERS REPORTS**

President Pottle reported he is working with Port staff to set up a meeting regarding technology on a software package to track sales and marketing on March 8. He is also coordinating sales and marketing training with Nick Handy, Wendy Holden, and Kari Qvigstad.

**CONSENT CALENDAR**

The Consent Calendar was unanimously approved as follows.

**Minutes.** The minutes from February 12, 2001 were unanimously approved as presented.

**Capital Project Expenditure Approval.** The Commission unanimously approved the capital project expenditure listing in the amount of \$74,708.57 for Cascade Pole containment cell to Wilder Construction.

**New Lease: Capital Lakefair.** The three-year term lease for tenant to utilize two bays plus some parking space outside at the south portion of Warehouse 2 for Capital Lakefair was unanimously approved.

**Lease Amendment: M. Helland.** The Commission unanimously approved the lease amendment with Mark Helland for a tree farming operation at the airport.

**ACTION CALENDAR**

**New Lease: Garden Raised Bounty (Formerly Sister Holly Community Garden)**

Port Marketing Director Kari Qvigstad presented the Commission with a month-to-month non-conforming use lease (community project) that was formerly approved by the Commission, but now is a part of a larger group called the "Garden Raised Bounty." Ms. Qvigstad indicated the new group is requesting to continue leasing on a month-to-month

basis under the former terms and conditions.

Ms. Kim Gaffi, representing the Garden Raised Bounty addressed the Commission indicating the garden has changed its format and is now interacting more with the community and low income students. Ms. Gaffi indicated the garden interacts with over 100 at risk youth and many elderly people. She said the location on State Street gives the garden publicity and has helped to raise the awareness of the program.

The Commission unanimously approved the new lease with Garden Raised Bounty.

## **ADVISORY CALENDAR**

### **Marketing Advisory**

Ms. Kari Qvigstad, Marketing Director, provided the Commission with a PowerPoint presentation outlining the marketing strategies for the Port of Olympia for 2001. She discussed the goals, activities, and products for each business that position the Port and support business development activities.

### **Boatswap and Chowder Challenge Advisory**

Ms. Carolla Stark, Boatswap and Chowder Challenge Coordinator, presented the Commission with an overview of the 5<sup>th</sup> Annual Boatswap and Chowder Challenge event venue and concept. Ms. Stark focused on new concepts for consideration including a change in the site layout, the awards, the swap area, entertainment, snack and beverage vendors only, and new fees for vendors and swappers. The event will be held on May 19<sup>th</sup> from 10-4.

### **Family Golf Acquisition Advisory.**

Mr. Nick Handy briefed the Commission on the acquisition of the Family Golf Center on Port property in Tumwater. Mr. Handy indicated that earlier this month the Port submitted a bid in the bankruptcy proceeding for \$29,000 due to the Port in late rent payments. Unexpectedly, the Port appears to be the high bidder and is awaiting official notification.

Mr. Handy indicated the Port is entering into a short-term contract with Rowe Management to operate the golf center until the Port Commission decides the best approach for operating this facility. Mr. Handy reported that in the mean time staff will develop alternatives for a long term plan to present to the Commission for consideration. Staff has developed procedures for accounting of revenue, inventory, and expenses from the golf center.

President Pottle indicated his interest in obtaining the information on the center to determine what opportunities may exist for the Port. He indicated the Port may be able to generate revenues from a recreational business and invest those funds in other public projects.

Commissioner Van Schoorl noted that he sees a number of issues the Commission needs to look at including if the revenue is FAA restricted and the net differences between the Port operating the business or leasing. He indicated however, that he is open to consideration and would also like to see an analysis.

Mr. Handy indicated to the Commission that the staff focus will be to pull the information together and bring alternatives back to the Commission within the next few months.

## **ADJOURNMENT**

President Pottle adjourned the meeting of February 26, 2001 at 7:03 p.m.

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President

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Vice President

