

# PORT OF OLYMPIA COMMISSION MINUTES OF REGULAR MEETING

March 23, 1998

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## CALL TO ORDER

President Pottle called the meeting of March 23, 1998, to order at 6:40 PM in the Port of Olympia Conference Room B. Commissioner Van Schoorl and Commissioner Dickison also attended.

Staff in attendance were: Executive Director Nick Handy, Deputy Director Wendy Holden, Director of Engineering and Planning Andrea Fontenot, Director of Marketing Kari Qvigstad, Director of Finance and Administration George Fox, Property Development Manager Heber Kennedy, Maintenance Supervisor Paul Wallace, and Executive Assistant Jeri Sevier.

Members of the public in attendance were: Alan Granberg, Kenneth Bragg, Trisha Collopy, Brad Wright, Leonard Bauer, and Tumwater Council Member Cindy Beauchene.

## EXECUTIVE SESSION

President Pottle reported the Commission had been in executive session discussing matters relating to leasing and personnel. No decisions were forthcoming.

## APPROVAL OF AGENDA

The agenda was approved as presented.

## PUBLIC COMMENT

No public comment was presented for items not on the agenda.

## COMMISSIONERS REPORTS

Commissioner Dickison reported the Transportation Policy Board is reviewing the ranking process for competitive projects, which is a further indication they are trying to address issues we have raised with them.

## CONSENT CALENDAR

Minutes. The minutes of March 9, 1998 were unanimously approved as published.

Vouchers. The bills and vouchers for the period ending March 23, 1998 in the amount of \$1,019,839.50 were unanimously approved as published.

## ACTION CALENDAR

### Capital Budget and Facilities Plan.

George Fox, Director of Finance and Administration, provided the Commissioners an overview of the Capital Budget and indicated the changes that have been made to reflect the Commissions comments at the public meeting held March 9, 1998.

Mr. Fox indicated to the Commission that he was asking them to approve the Capital Budget for 1998 priority one items only.

Mr. Alan Granberg, Seattle-Northwest Securities, distributed a bond financing plan to the Commission for consideration and approval. Mr. Granberg noted that any changes would need to be made before April 15. At that time bond pricing will be done and on April 16 there will be special meeting of the Commission to approve the bond resolution. There was

discussion of general government bonds that offer a lower interest rate, and the Port would be purchasing as many of those bonds as projects allow.

Kenneth Bragg offered the commission public comments on the Capital Budget and asked the Commission to make a commitment to the public on their intentions of reducing reliance on the tax levy and to instead fund projects from business cash flow.

The Commission discussed the Capital Budget and financing plan. Resolution 98-05, adopting the Capital Budget for Fiscal Year 1998 and the Six-Year Capital Plan was unanimously approved.

### **NewMarket and Airport Development Standards.**

Heber Kennedy, Property Development Manager, reported the current development standards prepared in 1980 only apply to the Airdustrial (now NewMarket). The standards are outdated. The new standards presented complement the City of Tumwater standards, and clarify Port expectations for tenant developments. The Commission by motion unanimously approved the NewMarket and Airport Development Standards.

### ADVISORY CALENDAR

### **Wellhead Protection Ordinance.**

Ms. Andrea Fontenot introduced Leonard Bauer, City of Tumwater, and Tumwater Council Member Cindy Beauchene, to provide the Commission an overview of the Wellhead Protection Ordinance and how it affects Port business. The protection standards affect new development or expansion of existing facilities located within the wellhead protection areas that may increase the risk of groundwater contamination. Mr. Bauer reported the two fueling facilities on Port property do not fall within the wellhead protection area.

Commissioner Dickison noted the Hazardous Waste requirements in the ordinance would affect some of the Port tenants and would require a significant reporting responsibility for those tenants. Commissioner Dickison also pointed out the AKART standards used in the ordinance are very complex and his concern is that the City of Tumwater may encounter difficulties adhering to those standards if used.

Council Sandy Mackie asked if the City of Tumwater would consider incorporating air regulations into the ordinance in order to assure the airport could adhere to FAA rules and regulations.

Mr. Bauer said the ordinance will be submitted to the Tumwater City Council for approval on April 21, 1998 and any comments by Port of Olympia staff should be submitted prior to then.

### **Kiosk Dedication.**

Ms. Kari Qvigstad distributed a memo to the Commission giving an overview of the plans for the Kiosk Dedication event planned for April 3, 1998 at noon. The memo indicated Commissioner Pottle would provide the welcome and introductions and give a short project background at the event. Commissioner Van Schoorl would provide discussion of and dedication of the panels. Commissioner Dickison would provide discussion of and dedication of the paving stones engraved with tenant names.

### **Marketing Presentation.**

Due to time constraints, the Marketing Presentation will continue at the April 13, 1998 meeting.

### ADJOURNMENT

President Pottle adjourned the regular Commission meeting of March 23, 1998 at 8:00 p.m.

PORT OF OLYMPIA COMMISSION

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President

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