

PORT OF OLYMPIA COMMISSION  
MINUTES OF REGULAR MEETING

**April 10, 2000**

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**CALL TO ORDER**

President Dickison called the meeting of April 10, 2000, to order at 5:34 p.m. at the Port of Olympia large conference room. Commissioners Pottle and Van Schoorl were in attendance.

Staff in attendance were: Executive Director Nick Handy, Deputy Director Wendy Holden, Executive Assistant Jeri Sevier, Director of Marketing Kari Qvigstad, Special Projects Coordinator Patti Grant, Finance and Administration Director George Fox, Swantown Boatworks and Marina Manager Bruce Marshall, Airport Manager Doug Sandau, Airport Operations Supervisor Tim Lael, BoatSwap Intern Carola Stark, and Property Development Manager Heber Kennedy.

Members of the public in attendance included Joel Coffidis from *The Olympian*, Dave Stewart representing AFLAC, and Doug Adamson from KGY Radio Station.

**APPROVAL OF AGENDA**

The agenda was approved as submitted.

**PUBLIC COMMENT**

No public comment was given.

**COMMISSIONERS REPORTS**

Commissioner Van Schoorl indicated he met with the Regional Transportation Policy Board where a presentation was provided by staff on meeting measures against benchmarks.

President Dickison reported he attended a group meeting last week concerning West Bay Drive. Those in attendance included Mac Willie, Neil Falkenburg, Art Olson, Sara Smith, and Dennis Craig. All were landowners on West Bay except Dennis who was representing a family trust. The purpose of the meeting was to initiate a dialog to communicate with the City of Olympia on the scope of work. The City of Olympia has created a sub committee that will meet prior to the city council meeting on this issue. City of Olympia staff will present a land use plan at the council meeting and will meet with landowners before they make any recommendations. President Dickison indicated the Port should communicate concerns about what role the Port will play in the planning process. He asked Commissioners to make informal and formal contacts with council members.

Commissioner Van Schoorl followed up with a comment that he recently attended a city council meeting and expressed the Port's views on the West Bay issue. He further added the Commission needs to attend meetings often and as they see council members they need to express the Port's view.

**ACTION CALENDAR**

**Stick Horse Training LLC Lease Approval**

Mr. Heber Kennedy presented the Commission with a three-year lease agreement between Stick Horse Training LLC and the Port for the agricultural property south of the airport. The property at 325 88<sup>th</sup> Avenue was purchased by the Port as a part of the airport acquisition. Mr. Kennedy indicated there is a large red barn and stable as well as pasture land that Stick Horse will be leasing for a horse training facility. The rent is \$500 per month with the right by both parties to terminate the lease upon 90 days written notice. Stick Horse will make any and all improvements to the property as needed.

Commissioner Van Schoorl asked Mr. Kennedy if this property was outside the runway protection area. Mr. Kennedy responded that some of the protection area cuts across the corner of the property. President Dickison asked how the relocation project would affect this lease. Mr. Doug Sandau responded the relocation of Highway and County roads would change this property. However, the relocation project will not affect this property for approximately three years.

The Commission was concerned about the lease and the potential of the relocation project affecting changes Stick Horse makes to the property. Mr. Kennedy indicated he has met with Stick Horse and showed them the proposal of the relocation project. He indicated they clearly understand this is an area in transition. However, he would include in the letter of transmittal the potential issues involved with the lease and the relocation project.

The Commission was comfortable Mr. Kennedy's proposal and unanimously approved the lease agreement with Stick Horse Training LLC.

### **Holbrook Chipping Lease**

Ms. Wendy Holden presented the Commission with a lease agreement with Holbrook, Inc. and Willis Enterprises for the chipping operation that has been in business at the Port for the last year. The new lease extends the program for another year, retroactive until February 1. Ms. Holden indicated the key changes in the lease from 1999 include the addition of minimum volume requirements, billing on a green ton versus BDU basis, and the ability of either party of cancel the lease with 60 days notice.

The Commission unanimously approved the lease agreement with Holbrook, Inc. and Willis Enterprises.

## **ADVISORY CALENDAR**

### **Section 125 Plan – AFLAC Advisory**

Mr. George Fox indicated to the Commission staff has been working on implementing an employee deferral program that would benefit employees by allowing them to tax defer income for dependent care. The plan would also result in a Port savings because the Port would not have to pay taxes on those deferred funds. Mr. Fox reported the administration of the program would cost the port \$920 the first year and \$720 thereafter. However, the savings to the Port should exceed the administration costs.

The Commission was supportive of the program and asked Mr. Fox to prepare a resolution for action at a later Commission meeting. The Commission however pointed out that it would be key to make sure Port employees participating in the program fully understands how the deferral works so they don't end up losing money if they don't use it.

### **2000 Swantown BoatSwap and Chowder Challenge Advisory**

Ms. Patti Grant provided the Commission with an advisory on the 2000 Swantown Boatswap and Chowder Challenge that will be held on May 20, from 10 am to 4 pm at the Port Plaza. Ms. Grant gave an overview of the site plan, the event schedule, and the community activities, food and entertainment planned for the event. She also projected the participation of the boatswap including the fees and registrations to date. Ms. Grant indicated that eleven restaurants would be participating in the chowder challenge. She gave an overview of the schedule and format of the chowder challenge. Ms. Grant provided the Commission with a listing of the many ways the event will be advertised and promoted. The Commission was very pleased with the progress on the event and complimented staff for their work on this project.

### **Olympia Regional Airport Threshold Relocation Advisory**

Ms. Wendy Holden briefed the Commission on the Runway Relocation Project including overview of the project and schedule of events. Included in the project overview was a presentation on two alternatives being considered for the relocation of the runway. Ms. Holden indicated the current runway safety areas do not meet FAA safety standards because the airspace above Old Hwy 99 penetrates critical safety areas. Therefore, the runway threshold needs to be shifted south so that we are in compliance with FAA and the airport can protect the Port's current business posture. Ms. Holden gave a project overview schedule to meet including meetings with the City of Tumwater, Thurston County and a public forum.

Mr. Doug Sandau gave the Commission an overview of the runway safety standards indicating the runway safety area, the

runway protection zone, the approach zone, and the obstacle free zone. Mr. Sandau also presented alternatives one and two. He indicated alternative one is a partial fix; it displaces the runway threshold, shifts less runway than alternative two, but creates more responsibility for pilots. Alternative two is a complete and permanent fix relocating the entire length of the runway and creates greater predictability for pilots. Mr. Sandau demonstrated the impacts of both alternatives on the runway and the roadways.

Ms. Holden summarized the presentation indicating the currently the airport does not meet FAA clearance safety requirements and we need to retain our usable runway length to protect our current capacity for both corporate aviation customers and the kind of regional air service our community wants.

The Commissioners commented on the presentation indicating they would like to see emphasis put on what the airport is about and the current use on a daily basis. The Commission would like to see this presentation revised to include facts on the development of the expansion of corporate aviation at the airport and to make the case regardless of passenger service how important corporate business development is. President Dickison asked in terms of community impact, what will be the changes south of the airport boundaries. Mr. Sandau responded that between alternative one and two, there would be no difference in the impacts on the south end. The question was then why even consider alternative one. Doug indicated because of the cost factor.

Commissioner Pottle commented that the public is going to associate the relocation project with passenger service and the failed attempt in the past. We need to make the public aware of the reasons for the relocation project and what will be lost if we don't make changes. Mr. Sandau indicated we currently send 18,000 people a year out of the airport.

The Airport Runway Relocation project presentation will be given on Tuesday, April 11 to the Tumwater City Council at the joint work session. The Commission asked staff to make revisions as indicated before the presentation.

#### **Port Property on Dennis Street**

President Dickison indicated a Tumwater City Council Member reporting Port property on Dennis Street was being used by some young people for a dirt bike park approached him. President Dickison went out to see the property to follow up on her concern. He found the young people had made some serious earth moving changes to the property for dirt bike trails. The Commission discussed the construction and the liability of the Port.

#### **ADJOURNMENT**

President Dickison continued the meeting of April 10, 2000 at 7:40 p.m. to a joint meeting with the City of Tumwater on April 11, 2000 at 6:00 p.m.

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President

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Vice President

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Secretary-Treasurer