

**PORT OF OLYMPIA COMMISSION
MINUTES OF REGULAR MEETING**

April 26, 2004

CALL TO ORDER

President Telford called the meeting of April 26, 2004, to order at 5:30 p.m. at the LOTT Board Room in Olympia. Commissioners Pottle and Van Schoorl were also in attendance.

Staff in attendance were: Executive Director John Wolfe, Administrative Manager Jeri Sevier, Property Director Heber Kennedy, Communications Manager Patti Grant, Marketing Program Assistant Maureen Malahovsky, Finance Director George Fox, Marketing Special Projects Carola Stark, Cascade Pole Site Manager Don Bache, Facilities Manager Rod Hudson, Project Manager Ted Tolle, and Harbormaster Bruce Marshall.

Public in attendance were as follows. Representing *The Olympian* was Jim Szymansky. Others in attendance included Brian Baker.

APPROVAL OF AGENDA

The agenda was approved as presented.

PUBLIC COMMENT

No public comment was given.

COMMISSIONERS REPORTS

Commissioner Van Schoorl indicated he attended a TRPC meeting. He announced we recently advertised for a new position for the Planning and Advisory Committee. He indicated that even though it closed Friday, we are still accepting applications.

President Telford noted he participated in the interviews for the Airport Director with John Wolfe.

EXECUTIVE DIRECTOR REPORT

Mr. John Wolfe announced the Marine Terminal continues to be busy; they recently had in two log vessels at berth, combined loading approximately 5mmbf of logs. They are also offloaded an Aloha Lumber log barge on Thursday. The aluminum vessel Vasiliy Burkhanov is still on schedule for May 1st. It will offload 10,668 MT of T-Bars and ingots.

Mr. Wolfe reported that Big Sky Airlines has resumed its regular flight schedule between Olympia and Spokane.

He announced that business is picking up at the Marina and Boatworks as we enter the boating season. Staff is continuing with its preparation for the upcoming Boatswap and Chowder Challenge scheduled for May 15th.

CONSENT CALENDAR

The Consent Calendar was approved as follows.

Minutes. Commissioners Van Schoorl and Telford unanimously approved the minutes from the April 12, 2004 meeting. Commissioner Pottle was not in attendance and therefore did not vote on these minutes.

Bills and Voucher Approval. The Commission unanimously approved the bills and vouchers in the amount of \$1,195,985.94. General Fund Checks Issued: 033820-033855, 033856-033899, 033901-033903, 033904-033924, and 033925-033984. Capital Fund Checks Issued: 030203-030204, 030205-030210, 030211, and 030212-030227. Environmental Fund Checks Issued: 030385-030387, 030388-030389, and 030390-030393. Voided Checks: 033849, and 033900.

Capital Expenditure Approval. The capital project expenditure in the amount of \$181,916.13 to Bellingham Marine and Christensen, Inc. for the DEF Marina Expansion project was unanimously approved.

ACTION CALENDAR

Inter-Local Agreement Between the Port and City of Tumwater

Mr. Rod Hudson indicated the purpose of this agenda item is to approve the Inter-local agreement between the Port and City regarding the conversion of overhead electrical facilities to under ground. He indicated this work is being done as part of the Airport road relocation project.

Mr. Hudson indicated that as the municipality that will own the new roads to be constructed, the City of Tumwater is eligible for a different utility rate structure for the under-grounding of these lines. This rate structure requires greater PSE financial participation. This approach has saved the Airport project approximately \$186,000.

The City, Port, and PSE staff, and respective legal counsel, have structured this agreement as follows: The City will enter into a contract with PSE for the work, allowing the work to be done under Schedule 74 instead of 73. The Port will pay the city approximately \$123,000 for the work. The attached agreement defines the relationship between the City and the Port. Mr. Hudson indicated we are very appreciative of the City of Tumwater's participation in this agreement.

The Commission unanimously approved the inter-local agreement with the City of Tumwater.

Resolution 2004-04 – Authorizing the Sale of an Abandoned Vessel

Mr. Bruce Marshall presented the Commission with Resolution 2004-04 authorizing the Harbor Director of Swantown Marina to conduct a public auction of a 1958 wooden powerboat ON 277000, to the highest and best bidder. The resolution further authorizes the Harbor Director to bid all or part of the accrued port charges at the sale and the Port of Olympia may become a purchaser at the sale. Mr. Marshall noted that the amount owed is \$1,608.00.

Commissioner Telford indicated he has been working with staff on a more definitive process for the vessel impound and vessel public auction to try to eliminate potential loop holes in the process for legal ramifications. Mr. Marshall distributed a draft of the new procedures. The Commission made some minor modifications.

The Commission unanimously approved Resolution 2004-04 authorizing the sale of an abandoned vessel.

Marine Drive Relocation South – Bid Award for Contract No. 285

Mr. Rod Hudson presented the Commission with results from the contract 285 on the Marine Drive Relocation work consisting of constructing roadway improvements on Market Street fronting the Lott treatment plant and constructing approximately 1800 lineal feet of new roadway between Market Street

and the new marina expansion at docks DEF. Mr. Hudson indicated that when completed the new roadway will have curbs, storm drainage improvements, bike lanes, new lighting, fiber conduit, sidewalks, and new road surfaces.

Mr. Hudson reported that this work was identified in the 2004 Capitol Facilities Plan. An amendment to the plan included additional funding to relocate the roadway, whereas, the initial plan would have reconstructed the existing roadway without relocating it. Three additional funding sources will help to finance this project. These include: 1) Lott paying for all of Schedule B construction work, 2) FEMA paying for that portion of the roadway that was damaged during the 1998 earthquake, and 3) Surface Transportation Program (STP) funds. Work is anticipated to begin on May 17, 2004 and be completed in September 2004.

The low bidder was Looker & Associates, Inc. for both Schedule A and B is \$582,319.86. The engineer's estimate was \$815,490.00. LOTT's share is \$103,620.72 and the Port's share is \$478,699.14.

The Commission unanimously approved awarding the bid for both Schedule A and B to Looker & Associates, Inc. in the amount of \$582,319.86.

Mr. Hudson indicated that the bid also included Additive Alternate Schedule C for filling the northern portion a future building site West of Marine Drive. Currently this project is unfunded in the Capital Budget. The low bidder was also Looker & Associates, Inc. for Schedule C is for \$136,388.88. The engineer's estimate was \$97,560.00.

Commissioner Van Schoorl expressed his concern to maintain the water feature at the South end of Marine Drive and has been assured by staff that there will still be ample space for a water feature. President Telford indicated that he is concerned with the fill since there are still questions about the future of the site and that this item is not budgeted.

The Commission asked that staff begin planning for the wetland footprint so we can better determine where the pre-load will go for the building.

Commissioners Van Schoorl and Pottle approved the bid award for the Additive Alternate Schedule C for the filling of the northern portion of a future building site West of Marine Drive. President Telford voted against the motion.

Marine Drive North / Cascade Pole – Approval to Solicit bids for Contract #287

Mr. Hudson indicated staff is requesting approval to solicit bids for contract #287 for the Marine Drive North/Cascade Pole work consisting of constructing the next phase of site capping and roadway realignment and improvements. Mr. Hudson indicated the work would consist of capping with pavement that portion of the Cascade Pole site lying south of the sediments containment cell. Roadway realignment and improvements will begin at the northern limits of the Marine Drive Reconstruction project and continuing north over the cap approximately 1200 lineal feet through the Cascade Pole site to Washington Street.

Mr. Hudson reported that when completed the new roadway will have curbs, storm drainage improvements, bike lanes, new lighting, fiber conduit, sidewalks, and new road surfaces. This work was identified as two separate projects in the 2004 Capitol Facilities Plan: 1) Cascade Pole Site Capping and 2) North Marine Drive. The total budget for these two projects is \$1,326,032. The Department of Ecology will be providing a grant in the amount of \$500,000 to assist in funding of this work. The estimated cost to construct this work is \$978,674.

Mr. Hudson noted that the bid would also include an additive alternate for furnishing and installing fiber cable in the conduit for the entire North and South road projects. The estimate for this additional scope of work is \$20,150.

The Commission unanimously approved staff to proceed with soliciting bids for contract #287 for the Marine Drive North / Cascade Pole project.

ADVISORY CALENDAR

Boatswap and Chowder Challenge Advisory

Carola Stark, BoatSwap & Chowder Challenge event coordinator, presented the Commission with an overview of the 2004 Swantown BoatSwap & Chowder Challenge. This popular event showcases the Swantown Marina & Boatworks on the Olympia waterfront.

The PowerPoint presentation included highlights for the 2004 event including activity schedule, chowder challenge restaurant participation, boatswap vendors – both private and commercial - and an update on event promotion.

In it's 8th year, the boatswap & chowder challenge continues to be a growing, regional event. The event venue has been moved north of the Swantown Marina in the new D, E, & F parking lot. This new location should provide excellent visibility for both swap and chowder participants. This year's event will be held Saturday, May 15 from 10 a.m. to 4 p.m.

ADJOURNMENT

President Telford adjourned the meeting of April 26, 2004 at 6:38 p.m. He announced that the Commission would be holding a workshop on East Bay on May 4, 2004 at 3:30-5:30.

President Telford also announced the Port will be hosting the Mayors Forum on May 7th at the Port offices.

East Bay Planning Work Sesssion. The Port Commission held a work session with Port staff and representatives from NBBJ and Civic Partners to discuss next steps for developing a master plan for the East Bay property on May 4, 2004 from 3:30 to 5:30 p.m. The Commission provided feedback and direction to staff to proceed with the planning.

Tumwater Towne Center Work Session. The Port Commission held a work session with the Port staff and City of Tumwater staff to discuss a draft master plan for the Tumwater Towne Center. The Commission provided feedback and direction for staff to proceed with planning.

PORT OF OLYMPIA COMMISSION

President

Vice President

Secretary-Treasurer