

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

**May 9, 2005**

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**CALL TO ORDER**

President Van Schoorl called the meeting of May 9, 2005, to order at 5:30 p.m. at the LOTT Board Room in Olympia. Commissioners Pottle and Telford were also in attendance.

President Van Schoorl announced that the Commission held a Port of Olympia Economic Development Corporation annual meeting at 4:30 today. He also announced the Port Commission held a workshop on April 29<sup>th</sup> to discuss Cascade Pole and East Bay Development. He indicated he would report on the workshop during the Commission reports.

Staff in attendance were: Executive Director John Wolfe, Administrative Manager Jeri Sevier, Property Development Director Heber Kennedy, Marketing Program Assistant Maureen Malahovsky, Harbor Director Bruce Marshall, Public Works Director Andrea Fontenot, Communications Manager Patti Grant, and Marketing Director Kari Qvigstad. Also in attendance was the Port's Legal Counsel, Bob Goodstein.

Public in attendance were as follows. Tom Howdeshell and William Parker.

**APPROVAL OF AGENDA**

The agenda was approved as presented.

**PUBLIC COMMENT**

**Tom Howdeshell, resident of Olympia**, asked a question about the demolition of the vessel Granada. Mr. Bruce Marshall indicated they used labor from Cedar Creek to demolish the vessel that was over the value in past due rents.

**COMMISSIONERS REPORTS**

President Van Schoorl reported on the work sessions held on April 29<sup>th</sup> regarding Cascade Pole and East Bay Development. President Van Schoorl highlighted some of the areas of discussion regarding Cascade Pole and the East Bay Development, indicating that the commission discussed the cleanup plan for the Cascade Pole site, the land uses for the area, the future of the treatment plant, and the grant process with Ecology. Regarding East Bay, the Commission discussed the current development potential for the property and the use of Warehouse 2. They also indicated that they would not hold up this property any longer for the PFD process. President Van Schoorl also noted that he attended the Mayors forum last week. He commented that they discussed a new requirement for elected officials to have some emergency response training. This requirement is mandated for training by the end of the year.

Commissioner Telford asked staff to review the City of Olympia Master Plan and have staff pull out the items that apply to the Port.

Commissioner Telford noted he attended the PAC meeting last week and attended the TRPC meeting. He noted that the TRPC did revise the membership rules, so if the Port is interested in rejoining we can negotiate the fee going in and there is no formula for the Port.

**EXECUTIVE DIRECTOR REPORT**

Mr. John Wolfe reported that the airport reported 6,185 operations for April 2005 compared to 9,111 in April 2004. Year to date operations were 29,043 compared to 29,831 in 2004. He noted the TEC construction received their grading permit and started construction on their T-hangars today. Mr. Wolfe also noted that Reid Middleton is working with Port staff & FAA to develop a scope of work for the 2006 runway line of sight correction project. Once a proposed contract is received it will come before the Commission for action.

At the Marine Terminal, Mr. Wolfe reported that the vessel Kapitan Man is currently in port discharging aluminum. The vessel arrived on 5/5/05 and is scheduled to sail on 5/9/05. This is the fourth time this vessel has visited the Port. He noted that we are expecting at least 3 other vessel operations this month, a military vessel, a garnet shipment and a log vessel.

In the properties department, Mr. Wolfe noted that Port staff met with Herb Simon regarding progress on his new 140,000 sf building at NewMarket. Foundations are poured and the building will begin. At completion, the State Attorney General will be moving into the building. In addition, Herb has signed some retail leases within the building that will be announced soon.

Mr. Wolfe announced that Heber Kennedy, our Property Director, has been elected to the CoreNet State Chapter Board of Directors. This national real estate organization is a recent merger of NACORE (National Association of Corporate Real Estate Executives) and IDRC (International Development Research Council). The organization sponsors real estate conferences, educational and outreach programs throughout the nation.

Mr. Wolfe reported that the Port, EDC and the City of Lacey continue to explore opportunities for partnering in economic development projects. All three parties would like to foster opportunities for smaller companies to expand in the county and reserve some areas in the City of Lacey for these companies. To that end, the parties continue to survey the market in an effort to target sites that would accommodate that goal.

At the Marina, Mr. Wolfe noted that the demolition of the abandon vessel "Granada" has been completed. In addition, he reported that the Olympia Area Rowers are holding a mixer in their new boathouse on May 14th 5:30-8:00 PM. Invitations have been sent out to commissioners and staff involved in the project. Staff is working on finishing the landscaping and other public improvements on the boathouse site and hope to be completed in the next few weeks.

Mr. Wolfe announced that staff is busy planning for the 9th annual Swantown Boatswap and Chowder Challenge to be held May 21st.

Mr. Wolfe noted that the public works department is busy with several projects. The NorthPoint Restaurant Site Improvement contract is out to bid. Bid opening is scheduled for June 8th. The Port Peninsula Security and Safety Upgrades contract is nearing completion of site work with fencing and gates in place. The concrete work at the OAR boathouse is complete. The 2006 Line of Site and Runway Strengthening project, the MNO design work, the Marina Upgrade project, and the Central District Office Building project are all in various stages of planning.

In addition, Mr. Wolfe noted that the Washington State Auditor reviewed the 2004 Airport Improvement project, the Marine Drive Relocation project, and the Cascade Pole Site Capping Phase 1 project for public works contract compliance.

Mr. Wolfe announced that Rebecca Christie has resigned her position from the Planning and Advisory Committee. We are currently recruiting for PAC members in the local Thurston County area and will plan to take advantage of that recruitment to fill Rebecca's position as well.

Mr. Wolfe noted that the PAC held a meeting on Thursday night to kick-off the assessment of the Port's

Comprehensive Plan. Jim Goche is the facilitator for the project. We discussed the scope, goals and objectives of the project. Jim suggested a methodology for the review and assessment and the PAC agreed to a process. We discussed the schedule for completion of the project, and identified a couple of challenges. First, we will be recruiting for three new PAC members and they are planned to be on board mid-June. The current PAC members felt that it would be most appropriate to have the new members as a part of the project. The second challenge is that many of the PAC members plan to be on vacation during the summer months, which will make it difficult to meet during this time. Therefore, the PAC agreed that over the next month, Jim Goche would work with Port staff to gather all pertinent information needed for the PAC to provide a valuable assessment of the Comp Plan. The PAC members will review the information during the summer months (July/August), and the PAC will hold a weekend retreat(s) in September to complete the assessment. A written assessment will be provided to the Commissioners in late September.

And finally, Mr. Wolfe reported that the Port successfully refunded its current outstanding bonds today. In summary, the bond issuance resulted in a true interest cost of 3.99%, and a total gross savings to the Port of \$3,185,600 over the life of the bonds. The closing date on the sale of the new bonds is May 23rd. The other bit of good news came from Moodys, our bond rating agency. They indicated that based upon the past 4 yrs financial performance and the anticipation that the this trend will continue, if and when the Port decides to go back to the market for bonding, that we may be in a position to have our bond rating increased from A2 to A1 status.

### **Consent Calendar**

The Consent Calendar was approved as follows.

**Minutes.** The Commission unanimously approved the minutes from the April 25, 2005 Commission Meeting with a change under the Resolution 2005-04, comments by Commissioner Telford.

**Capital Expenditure Approval.** The capital expenditures in the amount of \$419,414.10 to Northwest Construction, Inc. for the Runway Safety project at the Olympia Regional Airport were unanimously approved.

### **ACTION CALENDAR**

#### **Interagency Committee for Outdoor Recreation, Resolution 2005-05**

Ms. Andrea Fontenot indicated that the purpose of this agenda item is to request Commission approval to submit two applications to the Interagency Committee for Outdoor Recreation. This approval is required as part of the application process.

She indicated that the first application is for A Dock Renovation. Bruce Marshall is the lead on this project. Mr. Marshall indicated we are requesting \$95,000 from the federal Boating Infrastructure Grant. This money can be used for the planned renovations of A dock later this year. This is the maximum amount that can be requested.

Additionally, Ms. Fontenot indicated that staff would also like to apply for Boat Launch Parking. We are requesting \$319,000 from the Boating Facility program, which will contribute to the costs of capping the containment cell.

Commissioner Telford asked if staff knew how competitive these grants are and if the Port even has a shot at these. Ms. Fontenot indicated that she feels these grant requests will score well and we can demonstrate a need for this in our community. Staff feels these requests are competitive.

Ms. Fontenot reported that staff is requesting the Commission Approve Resolution 2005-05 authorizing staff to submit two applications to the Interagency Committee for Outdoor Recreation. The Commission

unanimously approved Resolution 2005-05.

**Tom Howdeshell, resident of Olympia**, asked about the parking on top of the cap of the cascade Pole site, he asked how oil and gas spills would be treated on that site. Ms. Fontenot indicated it would be managed by the storm water plan for that area.

**ADVISORY CALENDAR**

**Boatswap & Chowder Challenge Advisory**

- Ms. Jeri Sevier presented the Commission an advisory on the 9<sup>th</sup> Annual Boatswap & Chowder Challenge event scheduled for May 21, 2005. The presentation included an overview of the event venue, the event schedule, community activities, food and entertainment, the advertising and promotion, outside sponsorships, and administration and staffing for the event.

**Tom Howdeshell, resident of Olympia**, asked how much money this event costs the Port. Commissioner Van Schoorl indicated that staff would provide an accounting of the event after the event is completed.

**ADJOURNMENT**

President Van Schoorl adjourned the meeting of May 9, 2005 at 6:12 p.m.

PORT OF OLYMPIA COMMISSION

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President

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Vice President

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Secretary-Treasurer