

PORT OF OLYMPIA COMMISSION
MINUTES OF REGULAR MEETING

July 12, 1999

CALL TO ORDER

President Van Schoorl called the meeting of July 12, 1999, to order at 6:30 p.m. at the Port of Olympia large conference room. Commissioner Dickison was in attendance. Commissioner Pottle had previously advised of his unavailability due to family vacation plans.

Staff in attendance were: Executive Director Nick Handy, Director of Marketing and Trade Development Kari Qvigstad, Deputy Director Wendy Holden, Property Development Manager Heber Kennedy, Swantown Marina and Boatworks Manager Bruce Marshall, and Director of Finance George Fox.

Members of the public in attendance included Shelly Caulkins, Charlie Caulkins, Harbor Days Festival Coordinator, Alice Ellwood, Behavioral Health Resources, and Ed Wiltsie, JWM & Associates.

President Van Schoorl announced the Commission attended a tour of the Swantown Marina at 5:30 p.m. just prior to the meeting for a briefing on the maintenance and operations at the Marina.

APPROVAL OF AGENDA

The agenda was approved as presented.

PUBLIC COMMENT

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

COMMISSIONERS REPORTS

No Commissioner reports were given.

CONSENT CALENDAR

Minutes. The Commission unanimously approved the minutes of June 28, 1999.

ACTION CALENDAR

Market Place Building Lease Amendment

Mr. Heber Kennedy presented the Commission with an amendment to the Market Place Building Lease authorizing the relocation of the auxiliary parking lot to the area north of Batdorf and Bronson. The lease amendment will be effective through December 31, 2003.

The Commission unanimously ratified the lease amendment for the Market Place Building.

Resolution 99-12 Surplus Materials and Equipment

Mr. George Fox and Ms. Andrea Fontenot presented Resolution 99-12 to the Commission authorizing a sale of surplus computer equipment and gravel. The surplus computer equipment is listed on the attachment to Resolution 99-12. The gravel being surplus is currently located at the Swantown Boatworks.

The Port Commission unanimously approved Resolution 99-12 authorizing the sale of surplus materials and equipment at

the Port.

Airport CEA-Expanded East General Aviation Infrastructure

Ms. Wendy Holden and Mr. Doug Sandau presented a capital expense authorization in the amount of \$108,000 for improvements at the airport for the East General Aviation Infrastructure.

The CEA is for the purpose of providing road repairs, utility upgrades, and improved auto parking for the east side of the airport. The project would be funded from the Port's capital fund. Ms. Holden advised the Commission that the Port will be receiving \$255,000 reimbursement from FAA that will be going to the general fund and she proposed that these funds be used for this airport project.

An extensive discussion ensued among the Commissioners and staff regarding the scope and history of this project. After discussion, Commissioner Dickison recommended that the project be expanded to include a sewer hookup with the airport offices. In addition, Commissioner Dickison advised he was persuaded to authorize this expenditure due to the services in the area being provided by a new tenant that is growing and expanding at the airport. Commissioner Van Schoorl similarly expressed his support for the expenditure.

The capital expense authorization in the total amount of \$93,788 in addition to the \$40,000 already authorized in the 1999 Capital Budget was approved by the Port Commission, for a total authorization of \$133,788. The project approved was as described by staff plus the addition of hooking up a sewer line to the Port offices. Port staff will provide Trajen with an opportunity to also provide a sewer hookup at the time of the construction. The Port Commission unanimously approved the capital expense authorization in the amount of \$133,788 for expanding the East General Aviation Infrastructure.

Swantown Commercial Boat Launching Fee

Swantown Manager Bruce Marshall recommended the Commission adopt a fee of \$75 for a commercial boat launching fee at the Swantown Boatworks. Mr. Marshall advised that the Commission had previously approved rates for Swantown Boatworks but did not include a rate for commercial haulers. Mr. Marshall recommended that the Commission restrict commercial use at the Swantown Marina boat ramp. He is in favor of requiring commercial launches to occur at Swantown Boatworks with a \$75 fee, and that the customary rate of \$3.50 per foot each way be waived for commercial haulers in favor of the new fee.

The Port Commission unanimously authorized the new commercial boat launching fee of \$75 with a restriction on commercial use at the Marina launch ramp.

ADVISORY CALENDAR

Harbor Days Update

Kari Qvigstad provided a report to the Commission on the various activities that will be occurring on Port property on Harbor Days. Ms. Qvigstad also introduced Shelly Caulkins, Harbor Days coordinator, and who provided further information for the Commission on Harbor Days. Ms. Caulkins advised the Commission regarding allocation of Port contributions for Harbor Days.

Ms. Qvigstad introduced Alice Ellwood of Behavioral Health Resources who provided a briefing on the Swantown Regatta scheduled during Harbor Days events.

NewMarket and Airport Stormwater Advisory

Planning and Engineering Director Andrea Fontenot introduced Ed Wiltsie of JWM & Associates who provided a briefing to the Port Commission on the status of stormwater at the NewMarket Industrial Campus and Olympia Regional Airport. Mr. Wiltsie advised Commissioners that the airport and industrial park were a part of a drainage that moved water into the Deschutes and that this distinguished the Port's ownership from general flooding conditions occurring in the 93rd area and that are subject to potential moratorium action by Thurston County.

An extensive discussion occurred between Mr. Wiltsie, Port staff, and Port Commissioners regarding the stormwater issues. Mr. Wiltsie outlined a plan for moving ground water and storm water from NewMarket Industrial Campus to the

airport and onto the Deschutes River via Swamp Lake.

ADJOURNMENT

President Van Schoorl adjourned the meeting of July 12, 1999 at 8:15 p.m.

PORT OF OLYMPIA COMMISSION

President

Vice President

Secretary-Treasurer