

PORT OF OLYMPIA COMMISSION
MINUTES OF REGULAR MEETING

August 9, 1999

CALL TO ORDER

President Van Schoorl called the meeting of August 9, 1999, to order at 6:30 p.m. at the Port of Olympia large conference room. Commissioners Dickison and Pottle were in attendance.

Staff in attendance were: Deputy Director Wendy Holden, Executive Assistant Jeri Sevier, Director of Finance George Fox, and Property Development Manager Heber Kennedy.

Members of the public in attendance included Ron Rants, Olympia.

President Van Schoorl announced the Commission had just come from executive session where they discussed the terms and conditions relating to the price and possible amendments to an option agreement between the Port and the Miller Land Trust for the purchase and sale of real property in Grand Mound and discussion over possible litigation at the Olympia Regional Airport involving a lease tenant.

APPROVAL OF AGENDA

The agenda was approved as submitted.

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 approved the minutes of July 26, 1999.

Capital Project Expenditures. The Commission unanimously approved the capital project expenditure in the amount of \$33,395.14 as submitted.

ACTION CALENDAR

Selection of RFP Candidates for Office Building

Mr. Heber Kennedy presented the Commission with the recommendation for the RFP process for the Office Building. The Office Building Team (OBT) received a response to its Request for Qualifications for the above referenced project. The response came from The Rants Group Team. A copy of the proposal was distributed to the Commission.

Mr. Kennedy indicated that a total of 12 Request for Qualifications were sent out. Only one response was returned. Commissioner Pottle asked Mr. Kennedy why there was only one response when we had so much interest at the beginning of this project. Mr. Kennedy indicated that timing was a factor, in addition to Mr. Rants aggressive and open determination for this project.

Mr. Kennedy reported the OBT team has reviewed the proposal and recommends authorizing the Rants Group Team to proceed to the second phase of the process, the Request for Proposals. Despite the limited response to the first phase, the

OBT team believes completion of the proposal phase is necessary due to the Market District impact of this development project. Phase II of the project will include a complete description of the proposed development, including floor plans, elevations, potential tenants, parking requirements, landscaping, and development costs as well as provide the Port a financial Pro Forma and development schedule. These are important development elements and should be reviewed by the Port prior to taking any on the project.

The Commission unanimously approved the recommendation to authorize the Rants Group Team to proceed to the second phase of the process with a deadline of February 1, 2000. Commissioner Van Schoorl indicated his appreciation to Mr. Rants for submitting a first class proposal.

ADVISORY CALENDAR

Air Service Advisory

Ms. Wendy Holden reported to the Commission that earlier this year the Port of Olympia and Harbor Air began discussing the possibility of Harbor beginning passenger air service from Olympia. After several preliminary meetings and planning sessions, Harbor is taking the first exploratory step of joining in a detailed analysis of the Olympia Air Service market. Envisioned to take the next four to seven weeks, this analysis will assist Harbor in determining whether Olympia is a viable market.

At this point the Port and others in the community need to step up and assist in making the connections for Harbor so that analysis is complete and accurate. Clearly, what will make the difference if there is community committment to using the service. If the community committs, service could begin as early as the first quarter of next year.

Ms. Holden indicated the purpose of this briefing is to update the Commission on the work to date with Harbor and major stakeholders in the community, as well as describe the type of support the Port will need to provide between now and the end of the year.

ADJOURNMENT

President Van Schoorl adjourned the meeting of August 9, 1999 at 7:00 p.m.

PORT OF OLYMPIA COMMISSION

President

Vice President

Secretary-Treasurer