

PORT OF OLYMPIA COMMISSION  
MINUTES OF REGULAR MEETING

**August 27, 2001**

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**CALL TO ORDER**

President Pottle called the meeting of August 27, 2001, to order at 5:33 p.m. at the Port of Olympia in the Port Conference Room. Commissioner Dickison and Van Schoorl were in attendance.

Staff in attendance were: Executive Director Nick Handy, Administrative Manager Jeri Sevier, Finance Director George Fox, Property Development Manager Heber Kennedy, Marketing Director Kari Qvigstad, and Facilities Project Engineer Rod Hudson.

Public in attendance were as follows. Representing the Olympian was reporter Scott Wyland. Representing Legal Counsel was Mick Phillips. Others in attendance included Bob Droll, Landscape Architect; Paul Telford; Neil Woody Jr.; and Neil Woody Sr.

**APPROVAL OF AGENDA**

The agenda was approved as submitted.

**PUBLIC COMMENT**

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

**COMMISSIONERS REPORTS**

Commissioner Dickison announced that Harbor Days was September 1-3 at Percival Landing and encouraged everyone to attend.

President Pottle indicated he had attended the Sand in the City event over the weekend representing the Port of Olympia. He attended the fundraising event on Friday night and participated in giving the awards on Saturday. He commented that this event was fantastic. The sand sculpting was amazing and the event was a family oriented event that brought out a lot of people.

Commissioner Van Schoorl thanked the Port Commission and staff for the acknowledgement of his mother recently passing. He commented that the flowers were nice and appreciated.

**EXECUTIVE DIRECTOR REPORT**

Mr. Nick Handy reported on several issues for Commission consideration. He indicated the Farmers Market requested the Port sponsor the Taste of the Market event on September 6. Mr. Handy indicated staff is recommending a \$500 sponsorship. The Commission approved the staff recommendation.

Mr. Handy reported that the Carnegie Group has requested the Port sponsor the Third Biennial Regional Forum on Cost of Growth issues on October 13, 2001. He indicated at this point staff is not recommending a sponsorship, but would like to provide the Commission more information on the event for further consideration. Commissioner Dickison advised he would like to see a copy of the request and any further information.

Mr. Handy indicated staff is currently working on setting up a PAC meeting. This year we have four positions on the PAC expiring. He indicated he has not yet talked with those members to see what their interest is in continuing on the PAC, but first wanted to talk with the Commission about preference on reappointing versus opening the positions to the community. The Commission expressed their interest in limiting a member to two terms. The Commission agreed that they were favorable in reappointing a member for a second term, but after the second term would be interested in doing a

recruitment. President Pottle commented that he believes there is interest in the public to be involved with the Port.

President Pottle asked Mr. Handy if he was looking for projects for the PAC. Mr. Handy indicated the next meeting would be a general update of the Port on Cascade Pole, West Bay, the Boatworks, and the Comprehensive Plan. He asked if the Commission had any projects in mind. Commissioner Dickison indicated the Properties Work Group may be a good project for the PAC to be involved with and President Pottle suggested the PAC might be involved with the Air Service project.

Mr. Handy also reported on the timetable plan for the airline service project. He indicated staff would be meeting with the executive of Big Sky this week and then staff would begin to plan for the community outreach and briefing stakeholders. Mr. Handy suggested the September 24 Commission meeting be the beginning of the community outreach by televising the meeting and focusing on airline service. Commissioner Van Schoorl indicated he was supportive of holding a televised workshop as a way to get the community involved in this process.

Commissioner Dickison commented that this outreach is very similar to the marine terminal outreach process held several years ago being that the airport is also a large facility the Port operates and also supportive of a televised program but would like to make sure staff is well prepared before we are to move forward. Commissioner Dickison asked that staff have information available and a layout to provide the public an opportunity to see the type of issues and finances associated with this decision. Commissioner Van Schoorl requested that the meeting have a broader airport focus as opposed to just air service so the program could include background information on the airport generally.

The Commission suggested that staff prepare a mini documentary on the airport and air service that could be shown just prior to the televised Commission meeting. Commissioner Pottle said in addition, he would like for this televised meeting to be interactive with the public and provide ways for them to provide feedback via phone and website. The Commission also stressed the fact that they did not want this rushed and if it could not be done right by September 24<sup>th</sup> to wait until the October 8<sup>th</sup> meeting. Commissioner Pottle also indicated he wanted the televised meeting time and date well publicized to get the maximum viewing by the public.

## **CONSENT CALENDAR**

The Consent Calendar was unanimously approved as follows.

**Minutes.** The minutes from July 23, 2001 and August 13, 2001 were unanimously approved as presented.

**Bills and Vouchers.** The Commission unanimously approved the bills and vouchers for the period ending August 27, 2001 in the amount of \$755,967.62. General Fund Warrants Issued: 022162, 022163-022184, 022185-022189, 022190-022191, 022192-022200, 022201-022210, 022211-022240, 022241-022244, 022253-022305, 022306-002386. Voided Warrants: 021137, 021920, 022082, 022175, 022194, 022245-022252.

### **Lease Amendment: ASKA Company.**

The lease amendment provided the tenant a five year extension on the option for additional land. The extension allows time for developing plans for future expansion of the facility. The amendment also addresses a scheduled rent increase and surety adjustment.

## **ACTION CALENDAR**

### **Port Plaza Design Approval**

Mr. Nick Handy provided the Commission with a brief history of the Port Plaza design and development. Funding limitations have prevented the Port from pursuing development of the Port Plaza, including several unsuccessful state grant requests. This year, the Commission included monies in the most recent bond sale for Port Plaza completion. Staff have provided preliminary cost estimates in the \$500,000 to \$750,000 range for completion of the Port Plaza, depending on which design elements are included.

Also earlier this year, staff presented the prior approved design proposal to the Commission for reconsideration. The design was discussed with the Commission in public session and again in individual briefings with Commissioners. Based upon these discussions, staff and consultants have refined the design to meet specific concerns. One concern has been to ensure the design will accommodate various event formats.

Mr. Handy introduced Mr. Bob Droll, Landscape Architect, who has been actively working on the design of the plaza since conception in 1997. Mr. Droll reviewed with the Commission the original design of the plaza and the revised plan that allowed for more space for events. Mr. Droll reviewed the project cost as well as additive alternatives to the project. He also reviewed the project schedule indicating staff would need to get the Commission approval to go to bid by the November 5 meeting. This would allow for the project to begin construction early February and be completed by May 10, just in time for the Chowder Challenge and Grand Opening on May 19<sup>th</sup>.

Mr. Paul Telford asked if there would be any restrooms included in the project. Mr. Droll responded that the original design had restrooms, but because of the cost factor, this design did not include restrooms. During events, the Farmers Market restrooms could be used as well as bringing in port-a-potties. Commissioner Pottle asked if the infrastructure for the restrooms could be put in so that later restrooms could easily be added. Mr. Droll responded that water and sewer are already at the site.

Commissioner Dickison indicated the Plaza was not and has never been the design location for the Chowder Challenge, this was a temporary venue, yet it seems to be a design concern. He commented that it is his expectation the Chowder Challenge would be moving to another location and we should not be designing the plaza around the event. Commissioner Dickison said he has always considered the Plaza to be considered as a large concert venue and needs to be considered in the design. He asked Mr. Droll how would we accommodate such an event. Mr. Droll responded that it could be done with this design, however, if he knew it would be used for concert space, he would re-design the seating area to be more durable.

Commissioner Van Schoorl indicated he would like to see this premiere event space designed to accommodate various events such as Sand in the City, concerts, and others. He would like for this space to be designed to be the most flexible as possible and doesn't want this space to be locked into one use.

President Pottle commented that this is a great piece of property, there is nothing else like this in Puget Sound, and he would like to look at alternatives that give a natural feel, like the design Mr. Droll is presenting that still keeps us within budget. Commissioner Van Schoorl said his biggest concern was the grass area and the maintenance involved with keeping that up. Mr. Handy suggested staff come back to the next meeting with more options to address the Commissioners concerns.

Mr. Neil Woody Sr. commented that this is an exciting project and he appreciated the Commissioners considering this space for concerts. He asked if there would be an opportunity for the public to donate to the project. Commissioner Dickison responded that possibly the carvings and embedded bronze pieces could incorporate a design for opportunities for dedications and contributions.

## **ADVISORY CALENDAR**

### **Signage Plan Advisory**

Ms. Kari Qvigstad provided the Commission with a power point presentation on the signage program. She reviewed the signs that have been completed for 2001 which included signage east bay drive entrance to the port, administrative office, identification signs at the Boatworks, marina launch and Northpoint directional signage.

Ms. Qvigstad reviewed signage plans for the 2002 year. This plan included monumental signs, banners, directional signage. For 2003, 2004 the signage plan continues to expand and the final year of 2005 – welcome for port at entry to market district. Throughout 2003, 2004 and 2005 the plan adds more flags and banner signage, incorporates the interpretive display signs and adds dock identifier pillars, and completes street signage.

Ms. Qvigstad indicated this was not an action item tonight, just a preview of the signs planned for upcoming years. Ms. Qvigstad indicated the signage for 2002 would be brought back to the Commission in the capital budget.

## **ADJOURNMENT**

President Pottle adjourned the meeting of August 13, 2001 at 7:34 p.m.

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President

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Vice President

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Secretary-Treasurer