



COMMISSION MEETING MINUTES
Special Meeting at Port of Port Angeles
March 6, 2017
9:00 am

PRESENT:

Colleen McAleer, President
Connie Beauvais, Vice President
Karen Goschen, Executive Director

John Nutter, Dir. of Finance & Admin
Chris Hartman, Dir. of Engineering
Mike Nimmo, Operations Manager
Holly Hairell, Admin. Manager

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE (0:00 to 0:15)

Commissioner McAleer called the meeting to order at 9:00 AM and Port Counsel, Chris Riffle led the pledge of allegiance. Commissioner McAleer noted that Commissioner Burke was excused from the meeting due to being out of town.

II. APPROVAL OF CONSENT AGENDA (0:20 to 5:38)

A. Commission Meeting Minutes

1. February 21, 2017 Commission meeting minutes

Commissioner Beauvais made four changes to the minutes.

1. Page 2, line 67 changed to read "Jerry Ludke, Airport and Marina Manager presented a Marina Advisory Committee procedure revision regarding definition of quorum and asked the Commission to consider approval of the change. Discussion followed."
2. Page 2, line 71 changed to read "The Commission decided not to move forward with the change to the MAC procedures."
3. Page 3, line 93 changed to read "the Commission directed staff to seek answers regarding the revenue guarantee grant and if Zephyr Air would qualify under the grant terms."
4. Page 3, line 98 inserted the resolution title of resolution 17-1147 "A resolution in support of the recreational fishing industry as vitally important to the economic health and well-being of Clallam County."

Commissioner McAleer asked the staff to mark the Operations Report discussed (line 36) as "corrected" on the Port's website.

Commission Action: Commissioner Beauvais moved to approve the February 21, 2017 Commission meeting minutes with the noted changes. Commissioner McAleer seconded the motion for discussion. With no discussion, the vote was called for and it passed unanimously.

III. EARLY PUBLIC COMMENT SESSION (total session up to 20 minutes)

None offered.

IV. PLANNING

A. Terminal 3 Headline Dolphin Bid Award (05:56 to 14:26)

Chris Hartman, Director of Engineering described the project and presented the Terminal 3 Headline Dolphin bid award to the commission. 8 bids were submitted ranging from \$908,272.76 to \$1,367,886.59. He asked the commission to authorize the executive director to execute a contract with Legacy Contracting, Inc. in the amount of \$908,272.76. Discussion and questions followed.



Commission Action: Commissioner Beauvais moved to authorize the executive director to execute a contract with Legacy Contracting, Inc. in the amount of \$908,272.76. Commissioner McAleer seconded the motion for discussion. With no further discussion, the motion carried unanimously.

V. PROPERTY

A. Real Estate Broker Commission Policy (14:39 to 46:05)

Port Counsel, Chris Riffle described the changes made to the real estate broker commission policy since the last presentation of the policy to the Commission. He presented the red-lined version of the policy and walked through the modifications. Susan Scott, Business Development Administrator described how other Ports are administering their payout of broker commissions on lease transactions. Discussion followed.

Commission Direction: The Commission requested that Port counsel review state approved real estate contracts and other industry standard contracts to ensure the Port Real Estate Broker Commission policy is aligned or does not create conflicts with industry standards. Additionally, the Commission asked Port counsel to make further modifications to the policy.

VI. OTHER BUSINESS

A. City of Sequim joint meeting agenda review (46:10 to 58:15)

Commissioner McAleer began the discussion regarding the March 13, 2017 joint meeting with the City of Sequim. John Nutter, Director of Finance and Admin presented background on the creation of the joint agenda. Discussion followed on who would cover the topics and what would be discussed under the "John Wayne Marina Discussion" and "Update on Composite Recycling Technology Center" agenda items. Further discussion ensued on the joint agenda.

VII. FUTURE AGENDA TOPICS

A. Work Session

No comments

B. Business Meeting

No comments

VIII. PUBLIC COMMENT SESSION (total session up to 20 minutes)

None offered

IX. NEXT MEETINGS (58:40 to 59:09)

A. March 13, 2017 Joint Meeting with City of Sequim – 4:00 PM

B. March 21, 2017 Regular Work Session - 9:00 AM

C. March 21, 2017 Regular Business Meeting – 1:00 PM

X. UPCOMING EVENTS

A. March 21, 2017 - Community Partner Program Applicant Presentations and Awards



XI. EXECUTIVE SESSION - The Board may recess into Executive Session for those purposes authorized under Chapter 42.30 RCW, the Open Public Meetings Act.

No executive session was scheduled.

XII. ADJOURN

With no further business to discuss, Commissioner McAleer adjourned the meeting at 10:01 AM.

PORT OF PORT ANGELES
BOARD OF COMMISSIONERS

Colleen M. McAleer, President

Connie L. Beauvais, Vice President