

MINUTES OF EVERETT PORT COMMISSION
REGULAR MEETING
April 1, 2014

PRESENT: Tom Stiger President
Troy McClelland Vice President
John Mohr Executive Director
Brad Cattle Port Attorney

ABSENT: Commissioner Glen Bachman and Chief Finance Officer John Carter were both absent due to previously scheduled business travel.

CALL TO ORDER: The Regular Commission Meeting of April 1, 2014 was called to order at 5:05 p.m. by Commission President Tom Stiger.

CONSENT AGENDA FOR APRIL 1, 2014

- Interlocal Agreement for Nearshore Restoration Project with Snohomish County and City of Everett

Commissioner Troy McClelland moved to approve the Consent Agenda for April 1, 2014. Commissioner Stiger seconded the motion. A vote was called for:

Vote: 2-0
Yes: McClelland, Stiger
No: None
Abstained: None
Absent: Bachman

Motion carried.

1. EXECUTIVE DIRECTOR'S REPORT

Executive Director John Mohr announced that Commissioner Glen Bachman encountered some heavy weather on a trip back from Southern California, and unfortunately his plane was delayed. It was reported that Commissioner Bachman left California at 3:00 pm and may or may not be able to join the meeting.

Commission Retreat

Executive Director John Mohr reported that last month in lieu of a second Commission meeting, the Port held a two-day Commission Retreat that was held at the Everett Public School Community Resource Center. The Retreat was facilitated by Tim Thompson of the Thompson Consulting Group. Mr. Thompson has presented a draft review of the Retreat and will be bringing that back to the Commission in the May meetings. From a Staff perspective, it was a very productive meeting which provided Staff good direction from the Commission as to how the Port should move forward over the next several years.

Grants Report

Nancy Overton, the Port's Grants Administrator, provided a summary of the grants and loans that the Port pursued in 2013. Port Staff requested \$5.3 million in grants and loans and received about \$3.2 million which resulted in a success rate of 59.8 percent of what the Port asked for during the year 2013.

A copy of the project grants summary is attached hereto for the record.

New Positions

John Mohr reported that in the last budget cycle, the Commission approved budget included the expansion of two positions at the Port, and both of those positions have been filled.

Lisa Lefeber introduced Catherine Soper who recently accepted the position of Public Affairs Specialist. Catherine first started at the Port as an Intern in 2008, and was hired on as an Executive Assistant for the Port of Everett in 2011. Catherine will be responsible for the Port's social media, web site, publications and assisting with all of the outreach programs in which the Port is currently involved.

Terrie Battuella introduced Taylor Nuccitelli, who has accepted the position of Properties Manager. Taylor will be supporting the tenant base and is very interested in building the property side of business. Taylor has a degree from WSU in business and economics and his family business has been in commercial property.

2. DEPUTY EXECUTIVE DIRECTOR'S REPORT

Agreement with Mukilteo Water and Wastewater District to Construct Extension to District System

Port attorney Brad Cattle reported that the Mukilteo Wastewater and Water District Agreement is a developer extension agreement with the Mukilteo Water and Wastewater District. The Agreement allows the design to go forward with the Mukilteo Water and Wastewater District for water and sewer improvements.

In the Agreement, the Port of Everett is responsible for extending the water system to serve the Mt. Baker Terminal, and Lot 8 of the Mukilteo Tank Farm, that will be transferred to the Tulalip Tribes. The Port is also responsible for extending the sanitary sewer service to Lot 8. Portions of the water service costs will be shared with Washington State Ferries and all of the sewer line will be reimbursed by Washington State Ferries.

The Developer Extension Agreement is a standard form agreement that the Mukilteo Water and Wastewater District uses and has been reviewed by Port counsel Brad Cattle and Port Staff. The commitment that the Port makes with the Developer Extension Agreement is a deposit of \$20,000 to cover estimated District expenses and engineering. After the design work is done that will be commissioned by the Developer Extension Agreement, then Staff will come back before the Commission and request that the Commission authorize the construction undertaking that will follow.

Staff recommends approval of the Developer Extension Agreement and authorization for the Executive Director to execute the Mukilteo Water and Wastewater District Developer Extension Agreement in the form substantially as presented.

Commissioner Troy McClelland moved that the Commission approve the Executive Director's authority to sign the Mukilteo Water & Wastewater Developer Extension Agreement in the form substantially as presented. Commissioner Stiger seconded the motion. A vote was called for:

Vote:	2-0
Yes:	McClelland, Stiger
No:	None
Abstained:	None
Absent:	Bachman

Motion carried

Legislative Report

Public Affairs Administrator Lisa Lefeber provided an update on the 2014 State Legislative Session. There was no new transportation budget, no new taxes, no tax breaks or loop holes closed, no tuition increase, no workers compensation reform, no teacher cost of living adjustment, no life science discovery fund and no capital budget.

However, the Port was able to get a funding grant for seaport and rail investment in the amount of \$911,000. The state did pass its regular transportation operating budget.

Because there was no capital budget, there was no diversion from the Model Toxics Control Account or from ASARCO funds, so the Port was able to preserve the monies that it had secured from the last biennium.

HB 2457 passed the legislation that increases vessel owner responsibility and works to address challenges associated with the economics of removing vessels from the water.

The legislation passed a law requiring elected officials and records officers to receive training on the Public Records Act and the Open Public Meetings Act. This law goes into effect in July 2014.

3. CITY OF EVERETT PRESENTATION – GRAND AVENUE PARK BRIDGE
Heather Griffin of the City of Everett Public Works Department provided a brief presentation on the City of Everett’s proposal to construct the Grand Avenue Park Bridge. The purpose of the bridge is to support the disposal of excess storm water on the bluff and to provide a pedestrian connection for the Grand Avenue neighborhoods to the Marina District.

4. DEPARTMENT REPORTS

Projects

South Marina Float Surface Restoration & Flotation Upgrades 2013 – Contract Close-Out

Chief of Engineering & Planning John Klekotka reported that the South Marina float systems were constructed in the late 1970s / early 1980s, and the float units were constructed with light-weight concrete mix. Several projects have been undertaken in the last five years to resurface the float decks and add supplemental flotation to restore the system to a serviceable freeboard height. Recent past projects have restored concrete decks and added flotation at South Docks A through E.

In the past cycle, Staff recommended surface restoration of 45 individual float units in various locations from South Docks E to H, and flotation improvements for South Docks F and G, with an additive bid item for South Dock H. Three bids were received and the Port Commission awarded the construction contract to Neptune Marine for the Base Bid plus Additive in the total amount of \$335,750.69, including Washington State Sales Tax (WSST). There were a couple of minor changes on the project. Staff did four more floats than expected and repaired edges along some of the floats that were in disrepair. The work has been completed and Staff is seeking final Commission acceptance of the project and authorization to close out the contract with Neptune Marine in the final amount of \$333,872.45, including WSST.

Commissioner Troy McClelland moved that the Commission accept the South Marina Float Surface Restoration and Flotation Upgrades 2013 project as complete, and authorized Staff to close out the contract with Neptune Marine, LLC, in the total final amount of \$333,872.45, including WSST. Commissioner Stiger seconded the motion. A vote was called for:

Vote:	2-0
Yes:	McClelland, Stiger
No:	None
Abstained:	None
Absent:	Bachman

Motion carried.

Pier 3 Pile Restoration 2014/2015

John Klekotka reported that structural piling supporting Pier 3 requires repairs in order to maintain the pier in a serviceable condition, and periodic performance of the repairs is required to be performed by the Port under the Port’s contract with Lehigh Cement. Piles were last repaired in 2009/2010, and anodes were added to steel piles in 2010/2011. In the current round of repairs, Port staff in consultation with the project engineer, KPFF, recommends the jacketing of 13 pre-stressed concrete piles, and seven steel pipe piles for a total of 20 piles to be repaired.

Permits have been applied for and received from the Washington Department of Fish & Wildlife and the Corps of Engineers. Port Staff is working with KPFF to finalize the design, and Staff is currently seeking authority from the Port Commission to solicit public works bids for the pile repair work.

Commissioner Troy McClelland moved that the Commission authorize Staff to solicit for public works bids for the Pier 3 Pile Restoration 2014/2015 project. Commissioner Tom Stiger seconded the motion. A vote was called for:

Vote:	2-0
Yes:	McClelland, Stiger
No:	None
Abstained:	None
Absent:	Bachman

Motion carried.

COMMISSION PRESIDENT'S REPORT

Commissioner Stiger acknowledged that Commissioner Glen Bachman's absence from tonight's meeting was excused.

COMMISSION DISCUSSION

Commissioner Troy McClelland said that in his role as CEO of Economic Alliance Snohomish County he was in Darrington earlier today speaking with businesses and leaders as to potential long-term strategies to assure the viability of the Oso community. Hats off to the Governor, the federal delegation and the County for understanding the many issues of economic redevelopment. Commissioner McClelland said the meetings were sobering but certainly encouraging that folks are looking forward while still thinking and trying to do the best for the families that found themselves in this tragedy.

CITIZEN COMMENTS

Jeff Lalone, Bayside Marine, said he attended the Commission meeting last month when John Mohr announced his retirement, and was surprised that Les Reardanz' name wasn't at least brought up as a potential replacement, because Jeff said that he and his partner Dan assumed that Les was going to get into that position.

Jeff Lalone said that Les Reardanz is an amazing guy and has impressed him in a lot of ways, and he definitely has what it takes to run the Port of Everett. Jeff said he hoped that Les was on the short list.

Additionally, Jeff Lalone said that he was glad that Lisa Lefeber is getting some assistance because she deserves the help.

Former Commissioner Don Hopkins said that he hired John Mohr and he was going to be tough to replace, but he said that Les Reardanz is a quality first class guy.

Don Hopkins also complimented the Port on the new Marina signage.

THE REGULAR COMMISSION MEETING was recessed into Executive Session at 6:22 pm - to conclude by 6:45 pm. The purposes of the Executive Session were to 1) discuss two potential leases of real estate when public knowledge of negotiation considerations would disadvantage the Port; and 2) to discuss with legal counsel the acquisition of real estate for which public discussion could disadvantage the Port's negotiations;

At the conclusion of the Executive Session, there was no action taken by the Commission and there were no announcements. The Regular Meeting was adjourned at the conclusion of the Executive Session.

THE REGULAR COMMISSION MEETING WAS ADJOURNED at 6:45 p.m.

APPROVED: this 13th day of May, 2014.

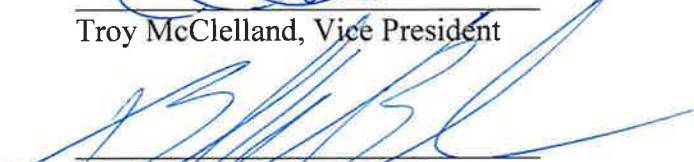
EVERETT PORT COMMISSION



Tom Stiger, President



Troy McClelland, Vice President



Glen Bachman, Secretary



INTERNAL MEMORANDUM

DATE: March 28, 2014

TO: John Mohr, Executive Director

FROM: Terrie Battuello, Chief Business Development

Subject: Grant Pursuits and Outcomes 2013

Per your request, a core group, consisting of Lisa Lefeber, Nancy Overton and me, has been meeting to develop a strategy and process for pursuing grants and loans. Our goal is to create a spreadsheet summarizing grants and loans available to the Port, matching those opportunities with any current or future Port projects. In 2013, we successfully received **59.8%** of the amounts we requested, per the table below.

Grants & Loans Pursued in 2013:

CIP	Program	Project	Amount Requested	Amount Received	Purpose
1-9-010-01 1-9-011-01	PSGP FY2013	Alternate Power (Generators) & Surveillance Gaps (Cameras)	\$524,887	\$524,887	Provide alternate power to keep the Port operational after a catastrophic event and address areas where there currently is no surveillance.
1-8-002-02	Capital Budget	Ro-Ro Dock Strengthening	\$2,600,000	\$1,500,000	Strengthen the S. Terminal wharf for heavy cargo and construct a roll-on/roll-off cargo berth.
2-0-038-02	Sno. Co. Tourism	Freeway & Surface Street Signage	\$15,000	\$15,000	Place directional signage on freeway and from freeway to Waterfront Place.
1-0-027-01	Rail Bank Loan	S. Terminal Rail Upgrades	\$900,000	\$900,000	Upgrade and extend track at S. Terminal rail spur.
2-6-003-02	WA State Parks – Clean Vessel Act	Guest Dock 2 – ADA Pump Out Replacement	\$32,746	\$32,746	Replace high usage, failing pump out.
3-0-012-14	Integrated Planning Grant	KC/East Waterway Assessment	\$200,000	\$200,000	Infrastructure and site investigation.
None	PSRC – Transp. Alternatives Fund (TAP)	Central Marina Esplanade Improvements	\$1,035,000	\$0	Extend existing central marina esplanade along the west edge of the Everett Shipyard cleanup site. Project is #39 out of 46 on the project list.
None	Everett Transit – Vantastic	ADA Van Grant	ADA Van	None	Provide shuttle van service between South, Central and North Marina areas.
2013 TOTAL			\$5,307,633	\$3,172,633	