

**Port of Tahuya Citizens Advisory Committee
Minutes of April 3, 2004 Meeting**

Attendees: Harold Carey, Gary Harris, Jerry Hofstatter, Robert Zachry, Laverne McIntyre, Doug Neyhart, Roger Schuettke, Roz Woodhouse, Brad Carey (Alt), Linda Sollars (Alt), Steve Griswold (Alt).

The meeting was called to order at 9:00 by Jerry Hofstatter, Chair.

Followup from previous meetings:

The minutes of the March 27 meeting were approved.

Jerry Hofstatter reported that he has been trying to get in touch with Bob Gilbert so a visit from a WPPA representative can be arranged. Brad Carey said he has a phone number for WPPA and will get that to Jerry.

No progress on getting a representative from Growth Management to speak to the Committee. Brad also has a phone number for them, and will get that to Jerry.

Discussion of the Comprehensive Plan:

Jerry distributed excerpts from the Port of Allyn's Resolution No. 254 (their Comprehensive Plan).

LaVerne McIntyre brought up the question: Does the Port Access Plan open the doors for other groups to use items included in the Plan as a basis for applying to IAC or other agencies for funding? Gary Harris will call the IAC for an opinion from them.

Jerry will set up a "master" binder for storing sections of the Plan as we complete them.

The following draft outline for the Comprehensive Plan was developed, and assignments were made for writing sections of the Plan:

I. Introduction (Laverne McIntyre will work on this section)

A. History

1. Tahuya history
2. Port of Tahuya history – make this more complete; include items from the current Comprehensive Plan, plus information about the Maggie Lake Firehall and Menard's Landing.

B. Inventory of current property

II. Description of the Port of Tahuya

A. Port Powers (Jerry Hofstatter will work on this section)

- a. Clear statement that Port powers are detailed in RCW 53, and that our CP contains only excerpts from the complete RCW.
- b. Include RCW 53.04.010, paragraph 1, which gives an overview of Port Powers.
- c. Include the “incidental powers” (paragraph 2) as stated in the Comprehensive Plans from Ports of Allyn and Dewatto.

B. Detailed description of the community of Tahuya and Port of Tahuya (Roz Woodhouse will pull together sections of the Public Access Plan for this section, adding other information if needed).

III. Resources (Jerry Hofstatter will work on this section)

- A. Physical/biological resources of the Port area
- B. Economic resources of the area
- C. Map

IV. Vision Statement (Harold Carey will work on this, with input from other committee members)

V. Mission and Goals – to be developed from the Vision.

VI. Planning Methods – to be developed later.

Discussion of how to obtain community input:

The group discussed ways to obtain input from the community; and whether to seek feedback on a draft of the Vision Statement, or to present a proposed Comprehensive Plan and ask for feedback on it. This question will be discussed further at the next meeting. Suggested methods for public input included: focus groups, public meetings, survey, mail, and e-mail.

As part of this discussion, each committee member spoke about the issues that they feel are critical to successfully meeting the committee’s charter and the needs of the community.

Items tabled for further discussion at a later meeting:

- How best to present information to the community and to obtain feedback .
- Values/ Philosophy section of the Comprehensive Plan.

Action Items:

- Brad Carey will get phone numbers for WPPA and GMA to Jerry Hofstatter.
- Jerry Hofstatter will try to contact WPPA and GMA.
- Gary Harris will call IAC with questions about other groups' access to funding for items in the Public Access Plan.
- Jerry Hofstatter will set up a master binder for the Comprehensive Plan.
- Members will either e-mail drafts of Vision Statements to Harold Carey, or bring their drafts to the next meeting.
- Members will work on their sections of the Comprehensive Plan and bring works-in-progress to the next meeting.

The meeting was adjourned at 11:05 a.m.

Next Meeting: Sunday, April 18, noon – 2:00 p.m., Fire Hall.

Agenda items will include: Further work on the Comprehensive Plan

Minutes prepared by:

Linda Sollars

April 5, 2004

Port of Tahuya Citizen's Advisory Committee
Minutes of April 18, 2004 Meeting
12:00 – 1:30 PM
Location: Summer Tide Resort

Attendees:

Harold Carey, Gary Harris, Jerry Hofstatter, Betty Matthews, Laverne McIntyre, Doug Neyhart, Roger Schuettke, Roz Woodhouse, Brad Carey (Alt.).

Guests:

Scott Taylor, Deputy Director, Washington Public Ports Association (WPPA).
There were also 3 members of the public present for much of the meeting.
The meeting was called to order by the Chair, Jerry Hofstatter at 12:05 PM.

Recording Secretary: Ad Hoc Appointment

Because Linda Sollars was absent, R. Y. (Roz) Woodhouse agreed to take the minutes for this meeting.

Minutes of the April 32, 2004 Meeting.

MSP to Approve.

Locations for Upcoming Meetings

Because the former community space behind the fire station is no longer available for community purposes, the Chair reported the following:

- St. Nicholas Episcopal Church may be available on some Saturdays.
- The Port of Dewatto charges \$50 for a 3 hour meeting.
- The Chair will inquire as to the availability of the large room in the old Tahuya Store.
- Summer Tide Resort is available for the next meeting on Sunday, March 25, 2004 and may be available occasionally during the upcoming "season."

WPPA Representative: Presentation/Discussion

Upon his arrival at 12: 15 PM, Scott Taylor, Deputy Director of the WPPA began with a disclaimer: "I am not an attorney.," followed by a brief overview of WPPA. It is an organization whose membership is composed of Port Commissions from around the State. WPPA, with six (6) staff members, represents Ports at the State Legislature. It also organizes meetings and educational programs for Port Commissioners and Port staff.

In another disclaimer, Mr. Taylor stated "I have no silver bullet." He then proceeded to provide an overview of the legislative authority and powers of Ports, which are special district local corporations formed under the legislative authority of RCW Chapter 53.

- There are 4 "main" categories of Port powers
 1. Marine Terminals
 2. Marinas
 3. Airports
 4. Industrial Facilities
- Additional "more vague" purposes of Ports are:

5. Economic Development
6. Parks and Recreation Facilities (with agreement of the State Parks Commission)

The following information was provided by Mr. Scott in response to a plethora of questions from committee members and alternate member, Brad Carey.

>> RCW 53.25: A Port has a duty to have a "Comprehensive Scheme of Harbor Improvements." This is a conceptual write-up of what the Port plans to do. It must include:

- An account of what is already done
- A list of things that the Port may do. "This list can be pretty "blue sky."

>> If something is in the Scheme, the Port has authority to move quickly and nimbly . . .

- As a private corporate entity.
- As a private person acting in its own self-interest.

>> The definition of an **Intermodal Facility** is one that can be approached by car and left by boat. This qualifies Menard's (sp?) Landing as an intermodal facility.

>> The State Department of Natural Resources encourages Ports that are on the water to have a **Public Access Plan**. The "access" referred to is access to the water. Taylor believes most Ports located on water have some kind of Public Access Policy or Plan whether it is a stand alone document or incorporated in the "Comprehensive Scheme."

>> **Question:** Must a Port have a Public Access Plan in place in order to receive grant funding from IAC?

Answer: "I don't know, but it is likely."

>> Ports have the authority to co-manage State aquatic lands inside harbors. This gives the local community authority to make some decisions about what happens on State owned aquatic lands.

>> "Even if everyone agrees on a project, you're still looking at 15 years."

>> Ports have the ability to do a revenue bond or raise taxes to for legitimate port purposes.

>> A project could be 10% boat launch and 90% park. For example, the Port of Wakiakum County has an RV park, bath house, and marina. Furthermore, that Port is currently in the process of purchasing a small commercial dock.

>> **Question:** Can you have a trail without a parking lot?

Answer: *Yes, if the Port Commissioners want it and the public supports it, they can do just about anything.*

>> "In Port business, we're always building something that someone in town disagrees with. One person with deep pockets can hold up an entire project for years."

>> **Question:** How do other Ports generally conduct their business?

Answer: It varies.

>> Ports struggle with capital formation.

>> While an individual Port can adopt by-laws or rules of conduct, they cannot be in conflict with statute.

>> **Question:** Can a private entity come in to [independently] fund a portion of the Comprehensive Scheme and/or Public Access Plan?

Answer: Yes, but anyone with money could do the same project or activity without the plan.

>> A Port's Comprehensive Scheme must be consistent with the Comprehensive Plan of the county in which it is located.

Prior to his departure the Chair and members thanked Mr. Scott for coming and responding to questions.

Upcoming Meeting Schedule

April 25, 2004	1:30 – 3:30 PM	Summer Tide Resort	(Roz, Gary gone)
May 2, 2004	1:30 – 3:30 PM		(Laverne ,Jerry gone)
May 8 & May 9	No Meeting		
May 16, 2004	1:30 – 3:30 PM		
May 23, 2004	1:30 – 3:30 PM		(Linda, Roz gone)
May 29 & May 30	No Meeting		

Compensation to Summer Tide

It was agreed to recommend that the Port Commission provide a stipend of \$25.00 per meeting to Summer Tide for meeting space and coffee.

Meeting of Port of Tahuya Port Commissioners Postponed

The Chair read a letter from Port Commissioner Cindy Olson announcing that the meeting scheduled for April 22, 2004 has been postponed to May 19, 2004. It will take place at the Timberline Library in Belfair. The first hour of the meeting (6:30 - 7:30 PM) will be a public hearing on the dissolution of the Port's Public Access Plan.

Draft Documents Distributed

As agreed at the meeting of April The following draft documents were distributed for review and comment:

Jerry H. Port Powers
Harold C Vision Statement

Respectfully Submitted,

R. Y. Woodhouse

**Port of Tahuya Citizens Advisory Committee
Minutes of April 25, 2004 Meeting**

Attendees: Harold Carey, Jerry Hofstatter, Robert Zachry, Laverne McIntyre, Betty Matthews, Doug Neyhart, Linda Sollars (Alt), Steve Griswold (Alt).

The meeting was called to order at 1:30 by Jerry Hofstatter, Chair.

Followup from previous meetings:

Not all members were able to get the minutes read or printed, so the decision was made to review them at the May 2 meeting.

Meeting times were discussed, and it was decided that May meetings will be from 12:30-2:30 on Sundays, May 2, 16, and 23. Meetings will be held at Summertide unless specified otherwise; we cannot use the Tahuya store until the building has passed inspection.

Jerry reported that Brad had talked with Alan Borden, Sr. Planner for Growth Management for this area. Their document (Growth Management Act) will be completed in a couple of weeks, at which time we should be able to get a copy.

Discussion of Gary Harris' April 23 e-mail, which reported that the IAC says "other parties" (non-Port) cannot use portions of the Public Access Plan; only a public agency can seek funds through the IAC. Harold Carey pointed out that there is still a question about whether private parties might wish to implement parts of the plan, though without seeking IAC funding. No conclusion was reached.

Discussion of the Comprehensive Plan:

Harold Carey presented a draft of the Vision Statement, and revisions were discussed. Members are encouraged to send any suggested changes or additions to Harold via e-mail. Harold's revised statement will be presented at the May 2 meeting.

Laverne McIntyre's History section was discussed and some revisions, including more information on Maggie Lake, were suggested.

Jerry Hofstatter's Port Powers section was also discussed, with suggestions for additions.

Action Items:

- **Members** are to present their ideas for the Vision Statement to Harold Carey via e-mail.
- **Harold Carey** will present a revised Vision Statement at the May 2 meeting.
- **Laverne McIntyre** will revise the History section.
- **Jerry Hofstatter** will revise the Port Powers section.

Next Meeting: Sunday, May 2, 12:30-2:30 p.m., Summertide Resort.
Agenda items will include: Further work on the Comprehensive Plan

Minutes prepared by:

Linda Sollars

April 29, 2004