

Port Angeles Harbor-Works Development Authority
Board of Directors Regular Meeting
Vern Burton Meeting Room, City of Port Angeles
May 3, 2010

MINUTES

Call to Order

The meeting was called to order by President Orville Campbell at 3:29 p.m.

Roll Call

Directors Present: President Orville Campbell and Directors Howard Ruddell, Jerry
Hendricks, James Hallett, Kaj Ahlburg

Staff Present: Jeff Lincoln, Elizabeth Duan

Port Representatives

Present: Dave Hagiwara, Jeff Robb

City Representatives

Present: Nathan West, Kent Myers

Others Present: Larry Dunn, Annette Nesse

Approval of Agenda

Orville Campbell added a discussion of upcoming HarborWorks presentations in the community as item 9b. He also added a discussion of personnel performance as an item and an Executive Session at 4:00 pm for a discussion of real estate as item 9d. Jeff Lincoln stated that the Executive Session would be a discussion regarding an acquisition of the Rayonier property.

Approval of Minutes: April 5, 2010 Board of Directors Meeting

MOTION: James Hallett moved to approve the meeting minutes from the April 5, 2010 Board of Directors Meeting. Howard Ruddell seconded the motion. The motion carried unanimously.

Board Member Comments

James Hallett asked who revises the meeting minutes. Elizabeth Duan answered that she types the meeting minutes, which are then reviewed by General Counsel Rob Tulloch and then by Jeff Lincoln. James Hallett acknowledged Elizabeth Duan for her work on the HarborWorks meeting minutes.

Finance – Voucher Review

The vouchers were still being reviewed by the Board.

Executive Director Report

Jeff Lincoln reported that the last two months have been focused on receiving assistance with the communications message for HarborWorks. The contract with Strategies 360 began last month. Mary Schuneman is the key person at Strategies 360 and has a good team. Last month, Strategies 360 held focus group meetings in Port Angeles including some key citizens suggested by the HarborWorks Board. Strategies 360 also talked with the three Port Commissioners as well as most of the City Council Members. There were 31 people who attended these meetings and they confirmed that the message is not getting out. HarborWorks needs to get the message out to the public and not be responding only from a defensive position. The public is not aware of some information due to the complexity of the project. One of the messages that came out of the focus groups is that DOE is not doing their job. There is a general fear of concerned citizens in Port Angeles that nothing will ever happen on the site and that the process of redevelopment could go on forever. Partial redevelopment is essential for a proper cleanup and to allow the site to be restored to productive uses. One of the messages that is not being emphasized enough is that cleanup of the site is HarborWorks' first priority. The CSO tank is identified as a symbol on the site, but is not being properly identified as a critical asset for the City's storm water treatment. The interests of the Tribe for the site are also important. There are real consequences to doing nothing on the site. Strategies 360 will be speaking with the Board Members individually regarding their speaking roles in the community as well as important elements of effective communication to the benefit of the community. Strategies 360 developed a good dialogue in the two days they were in Port Angeles and there will be more to come. Jerry Hendricks stated that he was glad the communication strategy is moving along.

Public Comment Period

There were no comments from the public.

Other Business

a. Voucher Approval

MOTION: James Hallett moved to approve vouchers 240-257 for a total amount of \$75,678.59. Kaj Ahlburg seconded the motion. The motion carried unanimously.

Jeff Lincoln noted that HarborWorks' expenditures are well under budget, including the funds due from the Department of Ecology (DOE) for the Integrated Planning Grant reimbursement. A grant request was mailed to DOE for the full amount of the grant two weeks ago. He stated that he would have precise budget numbers at the June Board Meeting. Jerry Hendricks noted that, in his experience, HarborWorks will most likely encounter other costs, but that Jeff Lincoln has done a good job minimizing the consultants' costs. He explained that projects this complicated can easily get out of hand financially, and that Jeff Lincoln is to be commended for staying on top of things. Jim Hallett noted that due diligence costs are usually heaviest at the beginning and that Jeff Lincoln's work reflects on a good stewardship of the funds. Jeff Lincoln stated that once the acquisition decision is made, it will be clear that HarborWorks will be able to return the money borrowed from the various agencies, demonstrating good stewardship of the funds.

b. Presentations

Orville Campbell stated that HarborWorks has two scheduled presentations, one on May 13th for the Port Angeles Lions Club and the other on May 25th for the Sequim Chamber of Commerce. Kaj Ahlburg noted that he would be available on May 25th, but if another Board Member would like to make the presentation, they are welcome to do so. Jim Hallett answered that he was available as well and that he would be willing to make the presentation to the Sequim Chamber of Commerce. Jim Hallett noted that Kaj Ahlburg prepared an excellent synopsis of his speaking notes from the presentation made on April 15th to the Olympic Kiwanis group and asked if he used PowerPoint at that meeting. Kaj Ahlburg answered that he did not use a PowerPoint presentation, but instead used two maps of the site, one of the actual site and one showing an alternative and how it plays into the site. Jeff Lincoln noted that he included Kaj Ahlburg's notes in a base presentation prepared for the Board Members to use at the community engagements. Jeff Lincoln stated that he has been scheduling Port Commission and City Council presentations every 6 weeks in order to keep them up to date on the project. However, there is no new information at this time to update them on. Jim Hallett mentioned that he and Orville Campbell met briefly with the City Manager and the Mayor approximately 4 weeks ago and that they have also had opportunities to meet one-on-one with City staff member Nathan West and several City Council members. Jerry Hendricks stated that in conjunction with the communication strategy that Strategies 360 is preparing, it is important to also make presentations at the public meetings of the City Council and the Port Commission to allow those that attend those meetings to also stay up-to-date on the project. He also noted that HarborWorks should be communicating at every opportunity that becomes available.

Executive Session

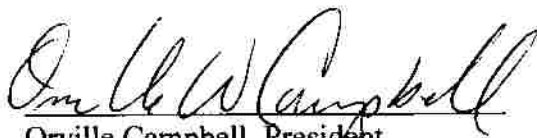
Orville Campbell adjourned the meeting to Executive Session under the authority of RCW 42.30.110(1)(b) at 3:46 p.m., to discuss a matter of real estate.

Return to Open Session

Orville Campbell returned the meeting to open session at 5:15 p.m.

Adjournment

Orville Campbell adjourned the meeting at 5:15 p.m.


Orville Campbell, President


Elizabeth Duan, Administrative Assistant