

**PORT OF ALLYN  
REGULAR MEETING  
September 9, 2015  
MINUTES**

**Regular meeting was called to order at 6:00 pm with the Pledge of Allegiance**

Present were Commissioners Jean Farmer, Chair Scott Cooper and Judy Scott; LeAnn Dennis, staff, Lary Coppola, Kaye Massie, Bonnie and Richard Knight, Pete Overton, and John Bolender from the Mason County Conversation District.

**CONSENT ITEMS**

- a Minutes of Special Meeting August 22, 2015
- b. Financial Reports

MOTION made by Commissioner Scott Cooper to accept Consent Agenda, SECONDED by Commissioner Judy Scott.

**ACTION**

- a. General Fund Vouchers #15-260 to 15-291 for \$25,820.12
- b. Payroll Vouchers #15-292 to 15-302 for \$14,780.40
- c. Water Fund Vouchers #1526 to 1529 for \$209.12
- d. General Fund Vouchers #15-303 to 15-306 for \$1,411.02

MOTION made by Commissioner Scott Cooper to accept the Vouchers as presented. SECONDED by Commissioner Judy Scott.

**COMMISSIONER REPORTS**

**Scott Cooper**

Commissioner Cooper met with North Mason School District Superintendent Dana Rosenbach and Port Executive Director Lary Coppola to discuss concerns about the Port taking over the Theler Center. He also attended the Port meetings and will attend the EDC meeting later this month.

**Judy Scott**

Commissioner Scott reported on Belfair's 100-year anniversary celebration. She met with Congressman Derek Kilmer's representative Nicolas Carr, and other representatives from several state agencies in regard to the Sargent Oyster House project. She also met with another local resident Susan White, who has experience with these types of historical preservation projects, who has volunteered to help. She attended the North Mason Community Voice (NMCV) meeting, where Section 8 housing and the need for low income housing in North Mason was discussed. She attended the September 3, Allyn Town Hall meeting, which she reported was well attended. She also noted there will be a public forum about the Oyster House project on September 15, a transportation forum on September 18, and a Chamber/NMCV candidate forum on September 24, at the new high school, which will be moderated by Port Executive Director Lary Coppola.

## **Jean Farmer**

Port Commission Chair Jean Farmer attended the Port meetings, and the 100 year celebration with the Chamber. She also noted there will be a September 22, ribbon cutting and tour at the new high school. She also reported she was having Knee replacement surgery on October 19, and would be unable to attend the Small Ports Meeting next month.

## **EXECUTIVE DIRECTOR REPORT**

Executive Director Lary Coppola reported he met with North Mason School District (NMSD) Superintendent Dana Rosenbach along with Commissioner Cooper in relation to Theler, and they went over the expenses required to operate the center. He reported that he received the Year-to-Date figures he requested from the NMSD, and that Theler is losing a significant amount of money monthly – much more than was originally anticipated at the time the Port submitted the RFP to the NMSD. He projected Theler would lose in excess of \$128,000 in 2015, and noted the immediate repair needs found by our maintenance person, Don O’Keefe, and the project costs of those repairs. He recommended the Port withdraw its RFP

He reported the Lakeland Drive project is essentially finished, and looks like it may come in slightly under budget. He noted that he had received an inquiry from Commission Chair Farmer as well as citizen Jeff Carey about a rain garden that was supposed to be part of the project. He talked with the contractor, Ron Griffey of Zephyrs, and he said a rain garden was not part of the plans and because of stormwater considerations advised against putting one in. He also spoke with the engineer from Gray and Osborn who drew the plans, and he thought, and later confirmed, that WSDOT had removed it from the original plan, deciding it was an unnecessary expense and the project complied with all state stormwater regulations as designed. All that remains is a final walkthrough and ribbon cutting to both be scheduled.

He attended the Oyster House meeting with the state agency representatives, plus Commissioner Scott and former Executive Director Bonnie Knight, and deferred to Commissioner Scott for additional details.

He reported the North Shore Pay Station has been delivered and installed. It still needed to be programmed, but he was waiting for the Commissioners to make a decision on increasing rates. Once that decision is made, the machine can be programmed and become operational.

The Executive Director also discussed establishing parking fees at the North Shore and Allyn launches, and used the Port of Manchester as an example.

He also reported on the status of the Criminalization of the Port’s Marina Rules & Regulations, noting it will become a misdemeanor to not pay, and a fine could be assessed. Port Attorney Rob Johnson currently has the draft rules under review. Included in the document are rules for liveaboards just in case we later expand the marinas to include them, in which case we won’t need to amend the rules in the future.

The North Shore Boat launch retaining rings have all been replaced. Our maintenance person, Don O'Keefe, did it and saved the port several thousand dollars.

The issue of what Port branded clothing everyone wants to order is still on the table. A link was sent, and we'd like to order in time to have them before The Small Ports meeting in Leavenworth next month.

The Executive Director asked that a date be set for a strategic planning meeting. We have received a proposal from Linda Ring Erickson to facilitate the meeting, and he also has another person in mind if the Commission wanted an alternative choice.

The Port website has been updated, and a link sent to board to review for their input. Some additional details are still being worked out. The site will include the ability to accept payments and reservations through the site. The Executive Director asked if any of the Commissioners are interested in writing a blog for the website. The Board deferred to him, although Commission Chair Farmer may help some as well..

The issue of raising the Gazebo prices was brought up. Currently, we are the lowest priced wedding venue in the state The Executive Director also proposed establishing a preferred vendor list, and accepting a referral fee as a way to increase revenue.

## **OLD BUSINESS**

**Theler:** Commission Chair Farmer stated that the Port wanted to OWN Theler, not just manage it. She also observed the school board doesn't step up when they need to. Commissioner Cooper noted that in the discussion with the NMSD superintendent, it was revealed that the state parks may be interested in stepping in and taking it on. Commissioner Scott expressed concern about the will being honored. The Board agrees that based on the updated financial information we have received, and the inability to take ownership of the facility, it is not a good idea for the Port to move ahead with Theler. The Commissioners agree on their responsibility to the taxpayers, and clarified that there is no formal procedure to withdraw, however, Commissioner Cooper made a MOTION, to direct the Executive Director to withdraw the proposal. Commissioner Scott SECONDED it, and it CARRIED unanimously..

**Lakeland Drive:** Commission Chair Farmer expressed disappointment about there not being a raingarden on Lakeland. Commissioner Scott reminded her that this is only one step toward the end goal of adding parking, and that a raingarden can be added then.

**Oyster House:** Commission Chair Farmer asked that if it goes on waterfront, what is the purpose? Commissioner Scott discussed possible uses that have been under consideration. She noted it will most likely not include restrooms or sewer, and that it's not designed for water. Jeff Carey emailed some concerns, which the Executive Director will respond to. There will be a public forum some representatives to help answer questions from the public and work with the community. It will take place at 6 p.m. on September 15, and is the first meeting, but there will be additional meetings as well.

**Strategic Planning Meeting:** Commissioner Cooper recommended a work session to go over the strategic planning meeting, discuss what should be covered. He noted a Saturday may be the best option so the Board can take its time and not watch the clock. He also suggested some time before the end of November. The meeting was set for November 21, beginning at 10 a.m. The Board directed the Executive Director to negotiate fee with Dona Keating of Professional Options.

**Marina Rules & Regulations:** The Board has briefly reviewed the new marina policies but will wait to hear from the attorney before they have more input.

**WPPA Seminar:** The Executive Director asked for input from the Board about attending the upcoming Environmental seminar from WPPA. He was granted permission to do so.

**Parking Fees:** The Executive Director read some comments on parking fees from our security officer, Travis Merrill. It's his opinion we should establish parking fees to help keep people from abusing the parking privilege. Commissioner Cooper noted that Diamond Parking fines violators without deputizing anyone.

The Commissioners asked for Public Input about changing the launch fee to \$8 and annual pass to \$75, with trailer parking at \$5, and \$10 for overnight trailer parking.

Commissioner Cooper stated that Summer Tides charges \$12. Citizen Kaye Massie thinks the \$5 fee is a little low, and should be perhaps \$10. Commissioner Cooper would like to do a little more research before deciding an amount for overnight. The Executive Director asked about a combined rate, but was told that until we have done it a while we won't know what works, and make it \$5 to start.

The Executive Director is having the cash box moved over to the kiosk, and sign made for the moorage dock that the pay station at the launch ramp is available to accept credit and debit cards for moorage.

**Work Session/Special Meeting:** The Commissioners set the meeting for 6 p.m. Sept 21.

## **NEW BUSINESS**

John Bolender of the Mason County Conservation District discussed doing some stormwater projects around the Port district. They have had some success securing funding along the shoreline. He is suggesting shoreline remediation, by removing the parking along the waterfront and the bulkhead. They are working with some property owners and brought some pictures of what Conservation District would like to see. He asked the Commissioners to re-think their goals and objectives.

He also stated there is DOE funding for a Phase 1 plan and maybe a Phase 2 next year. The Puget Sound Partnership is recommending removal of hard shoreline armor (bulkheads) as they think it would improve access for the public and improve water quality. He also passed out some pictures. Mr. Bolender would be able to have all of the work by his staff including seeking the funding for the Port.

Commission Chair Farmer asked if they have considered doing anything at the North Shore, saying there are some pretty attractive features that other communities have done. He answered that the current round of funding only allows a month to write the grant. Phase 1 would be \$70,000, with more for Phase 2.

Commissioner Scott asked if it could work with the Sargent Oyster House plans, as it would go hand in hand. Mr. Bolander asked if a decision could be made at the next Port meeting on September 21, and said he may be able to get a PowerPoint put together for the Board. They would like to come to the special meeting and do a presentation. Hopefully the tribes and the shellfish association would support this project as well.

Richard Knight asked if the Board is considering there is a street on the North side of the park.

Bonnie Knight asked if the Lakeland project could be re considered for a rain garden? He said they are a conduit and will work toward whatever the community and Port would like to see. He would put together several options to see what the public likes.

Commissioner Cooper said it is time to do the 6 month evaluation for the Executive Director. He is also working on the governmental accounting software, and said he can have the representative stop to talk with the Executive Director about their accounting software.

Commissioner Scott discussed the revised regional transportation plan, and is reminding the public there is a meeting coming up to finalize it. If there is any input, she needs to know. She read a paragraph from the proposal and explained a little about the proposed revisions to the plan.

#### **PUBLIC COMMENT**

Commission Chair Farmer read the comments that Jeff Carey had emailed. The Executive Director will reply to his email to let him know why no raingarden was included in the Lakeland Drive project. He will also answer his questions and address his concerns about the Oyster House project.

**Peter Overton and John Peterson.** Mr. Overton talked about Leonard Peterson, Jack Reed and others from the 1920'. They spent 20 to 25 years working in the Christmas trees, and stated that Leonard Peterson's ashes are spread over the tree farm.. Mr. Overton explained why there is recognition of the Petersons in the park (memorials). And noted he was awarded a purple heart. His wife Sharon has the history from ancestries.com (for the record), and although she is sick right now, we can get the information. Mr. Overton expressed dismay that the old playset was torn down without letting the Peterson's know. He would like the new playset be dedicated to him Commission Chair Farmer apologized that no one contacting them. He would also like us to keep a record/historical documentation so in the future everyone KNOWS that it is dedicated to the Leonard Peterson. The Board unanimously agreed that it will absolutely be re-dedicated.

Kaye Massie reminded everyone about the candidate forum from 6 to 9 p.m. on the 24<sup>th</sup>.

Richard Knight asked about the status of the Eberhart Street situation. Commission Chair Farmer clarified that it is in litigation and the Board can't comment. He stated he has driven Eberhart, it has been a part of Allyn for 100 years, and he has personal recollections of that use.

Kaye reiterated her belief that \$5 should be a good place to start for a parking fee.

The Regular Meeting adjourned at 7:29 p.m. to go into an executive session scheduled to last for 30 minutes.

The executive session was adjourned at 7:55 p.m., and the regular meeting was brought back to order at 7:56 p.m.

The Port is going to contact its attorney Joe Brogan in regard to Eberhart Street, not accept the proposed settlement, and proceed to the next step.

Adjourned at 7:57 p.m.

Respectfully submitted,

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LeAnn Dennis, Office Manger

COMMISSIONERS:

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