

**PORT OF ALLYN
REGULAR MEETING
January 4, 2016
MINUTES**

The Regular meeting was called to order at 7 p.m. by Commission Chair Scott Cooper, with the Pledge of Allegiance.

Present were Commissioners Jean Farmer, Scott Cooper and Judy Scott; LeAnn Dennis, staff; Lary Coppola, Executive Director; Kaye Massie, Linnie Griffen, Jeff Carey, Phil Wolfe, Lynn Longan; Executive Director, and Rob Drexler, Board Member, of the Mason County Economic Development Council, and Cynthia Weed, Bond Counsel for the K & L Gates law firm.

CONSENT ITEMS

- a. Minutes of Special Meeting December 7, 2015
- b. Financial Reports

Commissioner Scott made a MOTION to accept the consent items a & b, Commissioner Farmer SECONDED after she clarified when the financial statements will be presented with the budget, MOTION CARRIED.

ACTION

General Fund Vouchers #16-001 to 16-025 for \$28,716.56

Payroll Vouchers #16-026 to 16-036 for \$12,554.19

Water Fund Vouchers #1601 to 1604 for \$363.27

MOTION made by Commissioner SCOTT to accept and pay the vouchers, SECONDED by Commissioner COOPER. Passed unanimously.

PRESENTATION

Cynthia Weed, Bond Counsel, from the K & L Gates law firm

Ms. Weed gave a presentation about financing alternatives available for the Port of Allyn for future projects. She began using the Oyster House as an example and explained about the individual agencies that supply grant funds (CERB, RCO, Public Works Trust Fund, USDA, etc). She stated that there is not much grant money currently available, but that there are several other methods to fund projects. She supplied the details of how General Obligation Bonds work, their requirements, and how they relate to different types of projects. She also discussed the Port's assessed valuation and borrowing capacity as well as explaining that Revenue Bonds, can also combine bonds without a vote of the people. However, she also said that If you go to the voters, you can bond three times higher with their approval. She also explained bonds for economic development (IDD and ICD), and how the Port can create a separate, tax exempt corporation for economic development projects. She then discussed the new rules governing IDD's, citing the fact the Port of Allyn has already taken one of its 6-year IDD levies. She noted the second one is still available and there is new

legislation which allows the levy to be taken over a 20-year period (instead of the prior six years) and doesn't have to be collected in consecutive years. The second multi-year IDD levy has to have public notice/hearing, and the Port must have a current Comprehensive Scheme of Harbor Improvements in place (which it does). She finally discussed examples of how industries can use funding through the Port to get tax exempt financing as well.

COMMISSIONER REPORTS

Scott Cooper - Attended the last Port meeting. No other report, due to the holidays.

Judy Scott - Reported she participated in the Christmas Carol Sing A Long at the Gazebo and that was about it as it is holiday season.

Jean Farmer - Reported she attended the Port meeting but besides that, she is still recovering from knee surgery.

EXECUTIVE DIRECTOR REPORT

Accounting software, Quick Books 2016 new company updated, accountant will be in the office Wednesday and will figure out the issue with the balance sheet.

Lakeland Drive, been working on emergency repairs for the new sidewalk. There are some engineering issues. Enduris OK'd repairs and insurance will reimburse the Port. Ron Griffey of Zephyr's has installed a couple of catch basins and Tamara Nack of Gray and Osborn met with Ron, Bill Isley, and the Executive Director to discuss what will correct the problems. Meanwhile she will look for emergency funding for this project.

Budget adjustment, election was \$5,248.70 not the \$3,000 the County quoted us – The Executive Director called county to complain, and adjusted the budget line item to reflect the change as well as moved other items around to correct the line item shortfall this created.

Policies and procedures updates are still in the works, but every policy has to be cross-checked against current RCW's and WPPA best practices – and it's tedious, time-consuming work.

The Kayak Park Wedding Gazebo will start construction this week. The local press has done positive articles about it.

The 2016 calendars are huge hit! All but a few of the 250 printed are gone

In terms of raising awareness to the public of the Port, signs are made to go on district boundaries entrances.

North Shore Boat Launch pay station had 5 uses in December.

He hasn't had time to research the new computer with all the other projects going on.

Power for the Oyster House – the ACA is willing to help pay. Mr. Coppola is seeking bids.

Criminalization needs resolution and then the Attorney can present to County Commissioners.

Membership to Washington Business Alliance – would be \$300 to be members, Executive Director thinks we should join at least for one year.

OYSTER HOUSE

Judy Scott gave an update. Bill Rehe and Matt (engineer) are meeting with Mike Ross, Bonnie Knight, and Ms. Scott. There's an Oyster house meeting on the 19th. The tarp is now on the roof to dry it out inside.

PUBLIC HEARING

The regular meeting was recessed at 7:05pm to go into Public Hearing about the criminalization of port rules. The document is on the Port website for public review and no one attending had any input.

The Public Hearing was adjourned and the regular meeting called back to order 7:12 p.m.

Commissioner Scott read resolution 358 authorizing the criminalization of the Marina Rules and made a MOTION to accept them. Commissioner Farmer SECONDED. MOTION CARRIED.

OLD BUSINESS

Commissioner Farmer stated she would like the Port to support the Water Wheel project in Belfair that was presented to the Board at the previous port meeting. There was discussion about if the \$2,500 requested is in the budget and Commissioner Cooper asked the Executive Director to look into the legalities of supporting the project with money (gifting of public funds). Mr. Coppola will get back to the board with recommendations.

NEW BUSINESS

Membership in the Washington Business Alliance (WBA), Commissioner Cooper would like to look it over and discuss at a future meeting and have a presentation by WBA at the next meeting.

PUBLIC COMMENT

Lynn Longen thanked the Port for its support and asked who would be on the EDC board. It was decided Commissioner Cooper will continue. The EDC is working on a couple business projects and inventorying Industrial lands to develop a database.

Jeff Carey – spoke about the Water Wheel Park project and cautioned the board to follow its comp plan (private party involved which may complicate it). He also discussed the addition of a power pole that ACA can use and the Port can use.

Commissioner Scott made a MOTION to adjourn the meeting, Commissioner Farmer SECONDED.
Adjourned at 7:22 pm

Respectfully submitted,

LeAnn Dennis, Operations Manager

COMMISSIONERS:

Scott Cooper, Commission Chair

Jean Farmer

Judy Scott