

**PORT OF ALLYN
SPECIAL MEETING
SEPTEMBER 28, 2016
MINUTES
6:00pm**

The Purpose of this Special Meeting was to discuss the Water Systems Comparison, the Delegation of Authority for the Executive Director, and to get an update from the Mason County Economic Development Council. The Meeting was called to order at 6:00 pm with the Pledge of Allegiance

Present were Commissioners Scott Cooper, Chair, Jean Farmer, and Judy Scott; Executive Director Lary Coppola; LeAnn Dennis, staff and Lynn Longan, Director of the Mason County Economic Development Council (EDC).

Lynn Longan of the EDC discussed current projects that they are involved in. She addressed the concerns the Board has about the EDC's lack of a presence in North Mason County. She is excited about their new Zoom Prospector software and how it will help find commercial property to bring new businesses to Mason County. She offered the EDC's resources to help the port with grant writing and business prospecting.

Item 3 from the agenda was not necessary as Mr. Coppola is working with Mr. Merrill to work out terms of employment.

The Board reviewed facility fees, and decided not to raise the cost of annual launch passes. They also discussed the issue of cancellations for Gazebo rentals and a possible solution such as a non-refundable deposit at the time of reserving the Gazebo, or a cancellation fee, and/or having customers pay in full at the time of the reservation. Staff will look into how to go about implementing new procedures and the Port will hold public meetings for input prior to any changes. To be included in a public hearing will be electricity charges for monthly moorage, and review of water rates.

Delegation of Authority: The Board reviewed and discussed the draft Delegation of Authority for the Executive Director. They directed him to make some minor changes to wording in a couple of places in the draft and present it for approval at the October 3, meeting.

The Board also discussed the Executive Director's suggestion of placing a security gate at entrance to the marinas. Most marinas have such a gate, and theft at the boats moored at the North Shore has become a bit of an issue. The Commissioners were concerned about restricting public access to a public dock, and decided they will seek public input on this question when they have the public hearing for the water rates.

The Executive Director also briefed the Board on the status of the 2017 budget, and expects to have a draft budget ready to submit to the Commissioners sometime during the week of October 10.

The Executive Director also told the Commissioners he has not taken any vacation time since he began his employment with the Port in March of 2015, and will be taking two weeks of vacation time during the week of November 14, to have hip replacement

surgery. He stated that he will be available via phone beginning on the 16th, and depending upon how the recovery progresses, may come into the office before the two weeks were up.

The Commissioners cautioned him to not be in a rush, and to take whatever time is required to heal properly.

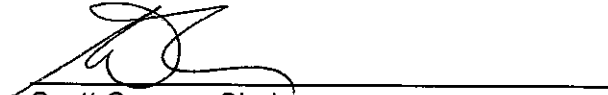
Adjourned at 8:42 pm

Respectfully submitted,

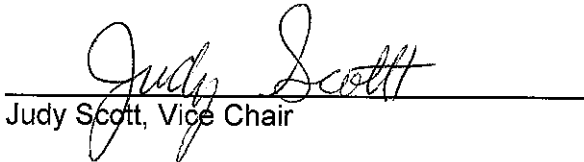


LeAnn Dennis, Operations Manager

COMMISSIONERS:



Scott Cooper, Chairman



Judy Scott, Vice Chair



Jean Farmer, Commissioner