

**PORT OF ALLYN  
Special Meeting  
July 20, 2020  
MINUTES**

**The purpose of the Special Meeting was to review the budget.**

**The Special Meeting was called to order at 6:00 pm with the flag salute.**

Present were Commissioners Ted Jackson (Chair), Commissioner Judy Scott and Scott Cooper; Executive Director Lary Coppola and Operations Manager LeAnn Dennis, staff; Ken VanBuskirk; public.

The Board reviewed the mid-year budget while the Executive Director discussed the effects of COVID on Gazebo revenue. He also discussed the electric bill for the kayak park being double and said Maintenance Supervisor Don O'Keefe will see if there are any leaks in the toilet, and he will shut the power down the grinder pump won't it set an alarm off.

The Executive Director hopes that the street lights contract should be up soon so we shouldn't have to continue to pay for those.

Payroll is up due to Ms. Dennis' increased hours. The copier lease looks higher but actually is not, as the color copies were reflected in a different line item for Kelley Imaging.

Legal is up due to Sweetwater Creek.

The Water Fund is up significantly due to development, and funds can go back into the funds we borrowed from. Commissioner Cooper asked about timber trust. Commissioner Jackson explained there is a lawsuit that Mason County is part of so those funds are tied up. If we get any funds that will be a windfall but we're not budgeting for it.

Commissioner Cooper also asked if the pay station at Allyn will produce more revenue like it did at the North Shore and Mr. Coppola said we should have a better handle on it by the end of the year. Ms. Dennis needs to call the commercial launch pass holders as we've seen no revenue from them so far. Commissioner Scott asked for more information about the timber tax law suit.

In summary, revenue is down about \$18K due to COVID which is not as bad as it could be. Commissioner Cooper asked if there is any disaster relief like CARES act that can help us out and the Executive Director has been trying to figure that out, as it is confusing for all the agencies.

The Board discussed shutting the Wi-Fi off overnight to keep people from coming to the park to use it in the middle of the night, but it's needed to be on 24/7 for boaters using the dock.

The Executive Director informed the Board that we got an excellent rating from a customer on Marina.com. There was a discussion about replacing missing and damaged pier boards. The Board would like to discuss Sweetwater Park with Mendy Harlow and figure out how to keep people out, Commissioner Jackson suggested we talk with the sheriff and fire department about security.

**Public Comment**

Ken VanBuskirk questioned why \$17K had been spent on legal fees for Sweetwater Park. He also suggested the Board watch the Zoom meeting with Ms. Harlow doing her grant presentation. The Executive Director clarified that \$17K was for the Port's TOTAL legal fees - not all for Sweetwater Park.

**Good of the Order**

Meeting Adjourned at 6:34 p.m.

Respectfully Submitted

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LeAnn Dennis, Operations Manager

COMMISSIONERS:

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Commissioner Cooper, Chair

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Commissioner Scott, Vice Chair

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Commissioner Jackson, Commissioner

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