

JUNE 2008

JUNE 5, 2008

**PORT OF POULSBO
MEETING AGENDA OF
June 5th, 2008**

1. OPEN MEETING

2. OPEN MEETING TO PUBLIC COMMENTS (LIMIT 3 MINUTES)

3. COMMISSIONER COMMENTS

4. CONSENT AGENDA ITEMS

(Next Res. 2008-05)

All matters listed within the Consent Agenda have been distributed to each member of the commission for reading and study, are considered to be routine and will be enacted by one motion of the commission with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by a Commission member or by citizen request.

A. Approve meeting minutes of May 15th 2008.

B. Warrants #8306 - #8342 in the amount of \$80,806.23

5. OLD BUSINESS ITEMS

A. Port Capital Project: Port Manager

*STATE PARKS GRANT
D.N.R.*

6. NEW BUSINESS ITEMS

A. Items for public comments/motions/discussions

B. Marine Science Center Presentation by Becky Erickson

C. Review of City/Port Lease Agreement – Commissioner Discussion

D. Managers / Maintenance Report – Port Manager

E. Accounting Summary – Carol Tripp

E. Board Action Requests – Kirk Stickels

F. Executive Session

g/h "SPECIAL" mtg.

— Mr. Wenz

7. OPEN TO PUBLIC COMMENTS: (LIMIT 3 MINUTES EACH)

8. COMMISSIONER COMMENTS

9. ADJOURN MEETING

**PORT OF POULSBO
MEETING MINUTES OF
May 15th, 2008**

Present: Commissioner Bockus, Commissioner DeCarlo, Port Manager Kirk Stickels, Recording Secretary Kori Henry, and members of the general public.

1. COMMISSIONER DECARLO CALLED THE MEETING TO ORDER AT 10:00am

2. PUBLIC COMMENTS:
None

3. COMMISSIONER COMMENTS:

Commissioner DeCarlo: I went to the City Council meeting the first week of the month.

Commissioner Bockus: Commissioner Gilbert is excused from today's meeting.

4. CONSENT AGENDA ITEMS:

- A. The meeting minutes of May 1st 2008 were approved by the Board as written.
- B. Warrants #8267-8305 in the amount of \$45,215.46 were approved by the Board as written.

5. OLD BUSINESS ITEMS

A. Port Capital Projects: Port Manager

I am working with DNR for the recovery of creosote pilings. We are arranging for a site visit with DNR to look at our log boom and the beach to see what needs to be removed. If the logs are removed we will assist by moving the logs to the boat launch for DNR to dispose of.

We need to discuss the engineering proposal from Coast & Harbor Engineering for the scope of work and cost estimate for the breakwater project. Coast & Harbor will not charge the Port for work that has already been completed by them or other companies. The scope of work will provide a very detailed engineering analysis for a replacement breakwater.

Commissioner DeCarlo: Do we need to make a decision on this today?

5 minute break to allow time for the Commissioners to review the scope of work and cost estimate from Coast and Harbor Engineering.

Commissioner DeCarlo: I thought we had wind and wave data that Parametrix compiled for the rock bulkhead repair for the park.

Kirk Stickels: There is some analysis that was compiled but it will take additional wind and wave analysis that is required for a breakwater. Parametrix was looking more at

configuration of wind and wave action for the rock wall not for a breakwater. I recommend that we have all four tasks completed so we will have all the information compiled that would be needed for grant applications, and permitting.

Commissioner DeCarlo: If we complete the scope of work but are not able to complete the project for three years or more would this study still be sufficient to complete the project or would it need to be re-evaluated and updated?

Kirk Stickels: No, this study should be sufficient to complete this project now or in the future. We will need this engineering completed to move forward with this project.

Commissioner Bockus: If we approve this today and we have our joint agency meeting and find out that we can get grant funds to complete the project would the engineering be reimbursed?

Kirk Stickels: It would depend on the grant but it would typically be reimbursed.

Commissioner Bockus: I make a motion that the Board approves the scope of work proposed by Coast & Harbor Engineering to complete tasks 1-4 in the amount of \$49,200. The Board of Commissioners unanimously approved the motion.

6. NEW BUSINESS ITEMS

A. Items for public comments/motions/discussions

None

B. Review of City/Port Lease Agreement – Commissioner Discussion

The Cities attorney is reviewing the lease so there is nothing new to report at this time.

C. Managers / Maintenance Report – Port Manager

- The fuel provided by APP is changing as of May 15th all gasoline will have 10% ethanol added as required by the State of Washington. A large impact to the Port will be the increase of changing the filters on the fuel pumps twice as often as we previously had to, but we have no choice.
- The floats that we are acquiring from Kingston are in the water and the boom has been put together and we are scheduling to have them towed soon. The C-dock landing replacement will begin in June. The Port of Port Townsend has a number of floats that were taken out of Quilicene that I am going to go up and look at. Part of the permitting requirements during new construction is to remove and cut up the old floats to make sure they are not going to be used elsewhere due to light penetration required by WDFW and Corp of Engineers.
- The meeting on May 27th is scheduled and we have a preliminary package to present to the joint agencies.
- The Police Department is interested in installing a hydraulic lift so they can keep their police boat in the water all the time. It could work but it will protrude past the middle of the dock so we could not moor a boat next to it in that slip. They currently do not pay moorage we allow them to be in that slip on a part time basis

as an in-kind service. They were informed that if they were going to be in the slip full time we would need to have a permanent moorage agreement based on the square foot for moorage. I have also recommended they purchase a boathouse which is another option they are looking at. They have offered to come to the Board and give a presentation on it if the Board would like.

D. Accounting Summary – Carol Tripp

Attached is the summary of financial statements for the four months ending April 30th 2008. There is a net gain for the month of April in the amount of \$63,144.47. The year to date net gain is \$111,930.74. The large net gain for the month is attributed to the first half of property taxes received in the amount of \$84,466.94.

Also included is a detailed report, with budget comparison, for the first quarter of 2008. All accounts are within expected amounts for this time period, with no re-allocations needed.

The Port has received its annual engagement letter from Kathie Barbaro, CPA. Please sign it, so I can return it to her in a timely fashion.

E. Board Action Requests – Kirk Stickels

None

F. Executive Session

None

7. PUBLIC COMMENTS

Joe Dazey: What is going on with the Rate Study Committee? Do you know when the next meeting will be held? Several people are involved in the Committee will be leaving soon can we wait until fall to hold the next meeting?

Kirk Stickels: We are working on the engineering and Paul is compiling the final rate structure to report at the next meeting. We could wait until fall when everyone gets back to hold the next meeting.

Carol Tripp: Our budget has to be finalized and submitted to the County by October 5th, with two public hearings held in September.

Joe Dazey: Can we have the next meeting before the first of June before everyone leaves?

Kirk Stickels: I can call Shane and Paul and see if we can hold a meeting within the next two weeks.

Joe Dazey: If nothing else maybe we can decide on a rate structure for this year then meet again in the fall to discuss the remaining year's rate structure.

8. COMMISSIONER COMMENTS

Commissioner Bockus: I attended the meeting with the Kirk, the Mayor of Poulso, Becky Erickson, Ed Stern, Bruce Harlow, and the Chairman of the Board of the Marine Science Center we discussed the leasing of the Marine Science Center. They feel the Port should be helping out the Science Center. I also attended a meeting last night with the Economic Development Committee, which Becky also attended. After the meeting we discussed the Marine Science Center presentation again and I invited her to come give the same presentation to the Board at our June 5th meeting. It would be nice to have members of our Rate Study Committee present at the meeting to listen to the proposal. The City wants to sell the Marine Science Center building to Marine Science Center Foundation then have the Port lease to purchase the building from the foundation with the income from the building to be split 80% that would go directly to the foundation and 20% that would go to the Port. The Port would be responsible for all the maintenance costs of the building.

Carol Tripp: If we took our bonding capacity to buy the Science Center Building we would not be able to complete any of our capital improvement projects.

Commissioner Bockus: I would like to add to the June 5th agenda the presentation by Becky Erickson for the Marine Science Center Building.

Commissioner DeCarlo: I think we need to tell the City we are not interested in the Marine Science Center building at all.

Kori Henry: I will not be able to attend the June 5th meeting I will be at Fort Flagler with my son's 5th grade class.

The meeting was adjourned at 11:20am

The meeting minutes were approved as written by:

Commissioner DeCarlo



Commissioner Bockus



PORT OF POULSBO

PAYMENT VOUCHER

Post Office Box 732
Poulsbo, WA 98370

Kitsap County, WA

May 30, 2008

We, the undersigned Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of \$12,188.43 and from the General Fund, this 30th day of May 2008.

Antonio DeCarlo, Commissioner

ATTEST:

Glenn E. Gilbert, President & Commissioner

Korinne K. Henry, Recording Secretary

Arnold Bockus, Commissioner

| Voucher # | Claimant | Amount |
|-----------|---------------------|--------------------|
| 8306 | Bank of America | \$2,849.05 |
| 8307 | Arnold Bockus | 586.92 |
| 8308 | Antonio DeCarlo | 378.65 |
| 8309 | Glenn Gilbert | 282.50 |
| 8310 | Korinne Henry | 332.46 |
| 8311 | Kirk Stickels | 1,413.91 |
| 8312 | Richard Stice | 1,376.93 |
| 8313 | VOID | |
| 8314 | Bruce Anderson | 762.35 |
| 8315 | Jannese Petersen | 485.30 |
| 8316 | Carol Tripp | 1,421.35 |
| 8317 | Brady Miller | 890.31 |
| 8318 | Christine Dewees | 485.76 |
| 8319 | Katherine Olanie | 484.80 |
| 8320 | Cailin Gallagher | 234.35 |
| 8321 | Nicholas Twietmeyer | 203.79 |
| | TOTAL | \$12,188.43 |

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, the labor performed, or the expense incurred as described herein and that the claim is a just, due and unpaid obligation against the Port of Poulsbo and that I am authorized to authenticate and certify to said claim.

Port Auditor

PORT OF POULSBO

PAYMENT VOUCHER

Post Office Box 732
Poulsbo, WA 98370

Kitsap County, WA

June 6, 2008

We, the undersigned Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of \$68,617.80 and from the General Fund, this 6th day of June 2008.

Antonio DeCarlo, Commissioner

ATTEST:

Glenn E. Gilbert, President & Commissioner

Korinne K. Henry, Recording Secretary

Arnold Bockus, Commissioner

| Voucher # | Claimant | Amount |
|--------------|------------------------------------|--------------------|
| 8322 | Associated Petroleum Products, Inc | \$58,909.71 |
| 8323 | Bank of America | 1,124.69 |
| 8324 | Blue Sky Printing | 35.88 |
| 8325 | CHS, Inc/Cenex | 101.00 |
| 8326 | Coast to Coast Hardware | 86.47 |
| 8327 | Donobi.com | 108.00 |
| 8328 | DSC, Inc | 133.53 |
| 8329 | Fisheries Supply | 49.05 |
| 8330 | Intelligent Products Inc. | 169.30 |
| 8331 | James Lumber & Ace Hardware | 103.97 |
| 8332 | Ken's Northwest Automotive | 644.21 |
| 8333 | Kingston Lumber | 21.70 |
| 8334 | NAPA\Westbay Auto Parts | 10.15 |
| 8335 | Office Depot Credit Plan | 134.62 |
| 8336 | Office Max | 156.95 |
| 8337 | Portland Bolt & Manufacturing | 69.50 |
| 8338 | Premera Blue Cross | 4,202.06 |
| 8339 | Reliable Dive Service | 162.90 |
| 8340 | Service Paper Company | 164.28 |
| 8341 | Mark Powell | 161.73 |
| 8342 | City of Poulsbo | 2,068.10 |
| TOTAL | | \$68,617.80 |

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, the labor performed, or the expense incurred as described herein and that the claim is a just, due and unpaid obligation against the Port of Poulsbo and that I am authorized to authenticate and certify to said claim.

Port Auditor

PORT OF POULSBO
SPECIAL MEETING MINUTES OF
May 27th 2008
2:00pm

Present: Chairman Commissioner Gilbert, Commissioner DeCarlo, Commissioner Bockus, Port Manager Kirk Stickels, Recording Secretary Henry, Shane Phillips from Coast and Harbor Engineering, Kitsap County Commissioner Steve Bauer, Betsy Peabody from Puget Sound Restoration Group, Sarah Langanfellar from Kitsap County as liason to Puget Sound Partnership, Representative Christine Rolfes, Representative Sherry Appleton, and Dale Rudolph member of the public

1. Chairman Gilbert calls the meeting to order at 2:00pm

2. The special meeting was called to allow for a joint agency discussion about the various ongoing projects within the Port of Poulsbo.

Projects discussed are Johnson Creek Headwater Project, Replacement of existing breakwater, and permanent and guest moorage re-configuration.

Commissioner Gilbert discussed the lack of grants that have been received for the various project and the need to continue looking for grants including local, state, and federal funds. The Port has applied mainly for RCO grants including the Boating Infrastructure Grant, and the Boating Facility Grant but has not been awarded either of the grants. Typically the grants either go to really small Ports or really large Ports.

Kirk Stickels: We are currently working with DNR to remove the creosote pilings that have piled up along the boom stick and along the beaches. The Port is taking the lead in the community to begin the clean up of the bay.

Sherry Appleton: Restoration of Liberty Bay should help the Port acquire grant funds.

Kirk Stickels: We have applied for a state grant to build a floating bathroom with a movable pump out station. The grant look very favorable and we should know for sure in the next few weeks. The cost for the floating bathroom and pump out station is \$200-\$250,000 with a 75/25 fee split.

Sherry Appleton: Is the Port considering the purchase of the Marine Science Center Building? The Bond will be paid off in 2011.

Commissioner Gilbert: The Marine Science Center building purchase would be too costly and then we would not be able to complete any of our capital improvement projects.

Betsy Peabody: Has the Puget Sound Partnership prioritized your projects for Liberty Bay?

Collin Stevenson: We have listened and read everything that was available from the public meetings that were held. We will begin prioritizing our top agenda items. Protecting good habitat is important.

Commissioner Bauer: The Kitsap County Health District clarified Liberty Bay with the designation.

Betsy Peabody: 90 acres including the tidelands of Liberty Bay is owned by WDFW which has made it possible for the shellfish restoration. Oyster and inter tidal clean up has begun on 10 of the acres. The Navy and the Tribe are involved as well as neighboring property owners. There are a lot of clams and horse clams that are already present.

Commissioner Gilbert: DNR could deed the transfer of 220 acres to the Port as a stewardship for the improvement of Johnson Creek health. The Port would like ecological use of the lands for study and education. The central for of Johnson Creek is one of the last two native chum salmon runs in Kitsap County.

Christine Rolfes: Could the Puget Sound Partnership provide someone to help the Port get some state funds to develop it into an education center for local students with this vision? The city is also building an education center at Fish Park. I suggest also working with Mary McCluskey and the City.

Commissioner Gilbert: Our primary focus is on our aging breakwater it needs to be replaced and is largely deteriorated and is made up of approx. 1,000 creosote logs. The Port provides \$2.5 million tourist dollars to downtown Poulsbo. We need to replace the breakwater to protect the boats and the dollars that we provide to the City. The cost to replace the breakwater is approx. \$12 million dollars. The -4 tide next week will really show the silting of Liberty Bay and the condition of our breakwater. Kitsap County has 12 port districts, which makes it very competitive for grant funds most counties only have 1 or 2 port districts competing for grant funds. Our budget for 2007 was \$771,000 and our bonding capacity is \$3 million. We have formed a rate study committee to review fuel revenues, moorage rate increases, ETC. Shane Phillips from Coast and Harbor Engineering is reviewing options for the replacement of the breakwater.

3. Boat Tour of the central fork of Johnson Creek, outer harbor line of the Port of Poulsbo, and the breakwater.

The Meeting was adjourned at 3:50PM

Commissioner Bockus *H. Bockus*

Commissioner Gilbert *Don E. Gilbert*

Commissioner DeCarlo *Antonio De Carlo*

JUNE 2008

JUNE 19, 2008

**PORT OF POULSBO
MEETING AGENDA OF
June 19th, 2008**

1. OPEN MEETING

2. OPEN MEETING TO PUBLIC COMMENTS (LIMIT 3 MINUTES)

3. COMMISSIONER COMMENTS

4. CONSENT AGENDA ITEMS

(Next Res. 2008-05)

All matters listed within the Consent Agenda have been distributed to each member of the commission for reading and study, are considered to be routine and will be enacted by one motion of the commission with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by a Commission member or by citizen request.

- A. Approve meeting minutes of June 5th 2008.
- B. Warrants 8343-8381 In the amount of \$38,915.58

5. OLD BUSINESS ITEMS

- A. Port Capital Project: Port Manager

6. NEW BUSINESS ITEMS

- A. Items for public comments/motions/discussions
- B. Review of City/Port Lease Agreement – Commissioner Discussion
- C. Managers / Maintenance Report – Port Manager
- D. Accounting Summary – Carol Tripp
- E. Board Action Requests – Kirk Stickels
- F. Executive Session

7. OPEN TO PUBLIC COMMENTS: (LIMIT 3 MINUTES EACH)

8. COMMISSIONER COMMENTS

9. ADJOURN MEETING

**PORT OF POULSBO
MEETING MINUTES OF
June 5th, 2008**

Present: Commissioner Chairman Gilbert, Commissioner Bockus, Commissioner DeCarlo, Port Manager Kirk Stickels, City Council Member Becky Erickson, Carol Tripp, Joe Dazey, Dale Johnson, and Jennifer Morris as members of the general public.

1. COMMISSIONER CHAIRMAN GILBERT CALLED THE MEETING TO ORDER AT 7:00PM

2. PUBLIC COMMENTS:

None

3. COMMISSIONER COMMENTS:

Commissioner DeCarlo: We thought in the past that we had to record executive sessions but the law has not passed yet so we do not need to record them at this time. If we do record the executive sessions at this time without the law being passed we would not be protected and may be required to turn them over to the public if requested. I recommend that we do not record the executive sessions until the law has been passed.

Commissioner Bockus: None

Commissioner Gilbert: None

4. CONSENT AGENDA ITEMS:

- A. The meeting minutes of May 15th 2008 were approved by the Board as written.
- B. Warrants #8306-8342 in the amount of \$80,806.23 were approved by the Board as written.

5. OLD BUSINESS ITEMS

A. Port Capital Projects: Port Manager

We have been awarded the grant from the Washington State Parks for the construction of a floating pump out. The grant is a 75/25 split for the cost. The state will reimburse us the 75% in the amount of \$204,750 once construction is complete and the facility is up and functioning.

Commissioner Gilbert: Have you given any thought about where you are going to place the facility? Will it be placed on the permanent side?

Kirk Stickels: It will be placed on the permanent side. We have looked at several locations with the possibility of locating it at the location of B dock and the cross float, which is the most likely location. There will be a large number of students in that location due to the sailing club and the use of the boathouse by the Marine Science Center students. It is also at a major cross section for a number of boats in moorage. A, AA, and

B docks would be best served by locating it at this position. The slips that we will most likely use are B-6 and B-8 when the time comes. They are narrow and currently two vessels are located there at a reduced cost due to the size of beam that is allowed there. We could get to the facility with our skiff and be able to move if for pump out. There are currently two 30 amp power breakers and water at that location.

Commissioner DeCarlo: How much power does the facility use?

Kirk Stickels: It will use 30 amps of power with a small capacity quick recovery system that it will use. My intention is not to remove but relocate the two vessels in that area, we will work with the two tenants to move them elsewhere within the marina. The bylaws and the Ports rules and regulations allow the relocation of vessels if it is in the best interest of the Port. The guest moorage has a pump out station available to them so it is not needed on the guest moorage docks. We are trying to configure the float so that the restroom will be facing B dock and the opposite side would be used for the pump out used by the boats.

Representative Christine Rolfes told us to contact DNR about the creosote log removal. A DNR rep called us back and will be visiting other locations within our area so they can decide how many creosote logs need to be removed. We have about 50 piles that need to be removed. We may have to share in part of the cost by renting a backhoe to pull the piles further up the boat ramp so that DNR can cut them up and dispose of them in a dumpster. I will contact Christine and let her office know that we are working with DNR to remove the creosote pilings.

6. NEW BUSINESS ITEMS

A. Items for public comments/motions/discussions

None

B. Marine Science Center Presentation by City Council Member Becky Erickson:

Thank you for inviting me to speak tonight. We have a compatible problem between the Port and the Marine Science Center. The Port needs to figure out a way to find more money possibly by increasing your tax base to the same areas as the district 18 fire district boundaries or as far as you can get them expanded. It would help increase your immediate cash flow and help increase your bonding capacity for improvement projects. The City should encourage you and help you in any way that we can. The Port bringing more boats in here is good for my town because those boaters spend more money downtown. I think everyone in Poulsbo should encourage that. No one wants more taxes but we need to figure out how to convince the people of Kitsap County to except the Port and to be willing to be annexed into the Port District. If the Port was seen as the good guy by the people for saving the local Marine Science Center that we know is in trouble may help them be willing to be annexed. We had \$100,000 that was earmarked for the Marine Science Center that everyone lobbied hard for but was axed by the Governor at the last minute. We are \$100,000 short but are trying to acquire those funds through fundraisers that we will be holding from now through September. That does not solve the Marine Science Centers long term problems because they have no sustainable support system and

every year we come back to the situation of how to find support for the Science Center and their programs. The Port could be the hero and help support the Marine Science Center and by doing that the Science Center in would in turn go out gather supporters to help you with your annexations. The basic idea is to have the Marine Science Center Foundation actively work with the Port to go out and increase the boundary lines for additional annexations. With that help the building could be either part or fully owned by the Port either by lease to own or by a \$1.00 deed of trust. The rental income would be the Ports to keep. Then the increased revenue from the annexations would partially go to support the Marine Science Center. All the details have not been worked out yet but I could do the homework and get it all figured out if the Port is interested in me doing so. My question to you is whether you would like me to proceed with this option and explore more of details.

Commissioner Bockus: At the prior meeting that we had you discussed an 80/20 split is that still what you are thinking of?

Becky Erickson: The initial numbers that I was coming up with was to go clear out to the fire district 18 boundaries then split the taxing revenues 80% to go to the Port and 20% to go to support the Marine Science Center.

Commissioner Gilbert: Over what amount of time?

Becky Erickson: Into perpetuity.

Commissioner Gilbert: The Marine Science Center has to be a viable enterprise. Who determines when it is no longer viable? If we have to pay the 20% into perpetuity what happens if the Science Center becomes no longer viable?

Becky Erickson: I see a restructure of the Marine Science Center Foundation with Port participation. The Port and the Marine Science Center Foundation would have to form a new Board with equal involvement. The viability concept has been brought up before but a newly structured board would provide a level of participation and control by the Port. What is the definition of viability? My idea about the Marine Science Center is not that it is a 100% educational facility but it could be made into a nice aquarium or a larger marine science or history museum to foster more participation in it. It needs a revenue stream. It is hard to build up any kind of institution when it doesn't have any money to support it. There is a lot that the facility can be for the community but without somebody to pay the bills it isn't going to happen. I am trying to find a way to keep the doors open and to find a revenue stream so it will remain viable. It will never remain viable without a revenue stream.

Commissioner Bockus: I thought the foundation was going to be the owners of the building.

Becky Erickson: That can be negotiated. The building itself while valuable is not as valuable as the revenue stream that I am talking about for the Science Center. The money

we are talking about is forever so in relative to that the building is not worth very much. I think the building would be a piece we would have to negotiate to see who ends up with the building. I think the Port would end up with the building then the Port would get the rental income from it and the Marine Science Center or the aquarium would pay for the down stairs rental fees to you. All of these numbers and structures could be worked out over time. The question is do you want to continue with this conversation or not.

Commissioner Gilbert: To put our position into a little perspective we had a meeting with the Admiral about a year ago and he came and gave us a talk and there were a lot of promises made in which not one of them went beyond this room as far as we know. We don't have much faith in the people of the Marine Science Center with him running it.

Becky Erickson: That is why I thought if you were interested in it I would for see some kind of new restructuring of the Board. If I was in your position or the position of the Marine Science Center it would be necessary to have common involvement and equal control. Both sets of people would need to be talking and managing the facility. This is an idea that I had and I understand your frustration. I just wonder if I should pursue this option any further.

Commissioner Bockus: My thoughts on this are that the idea of going out to the fire district 18 boundaries and trying to get people to sign on to pay the extra taxes is not going to work. I don't see that happening with the economy the way it is right now. A lot of people are counting their pennies and cutting back in a lot of ways. For us to get involved with this whole scheme would only be an option if we were able to get that large tax base and I just don't see that happening.

Commissioner DeCarlo: I would like to see you do a test sample of about 100 people in the proposed area to be annexed to determine if there is a majority that would approve an annexation before we get too far into this. There is one other problem, giving a commitment into perpetuity would be a burden to any future board and we cannot make that kind of commitment. We cannot encumber the Port forever that is impossible.

Becky Erickson: Yes, we can do that and get back to you with the results. As far as commitment into perpetuity you could do a 10, 20, or even 99 year contract then re-negotiate it once the time is up.

Commissioner DeCarlo: That could be a possibility but we could not encumber the Port into perpetuity.

Becky Erickson: The idea was that the Port and the Marine Science Center have a compatible problem, and you both need greater revenue streams to do what you want to do. I just want to find a way to get you both there. The love that the people have for the Marine Science Center could be used to make the Port look like the good guys because you could rescue the Science Center.

Commissioner Gilbert: Then if we can't help are we the bad guys?

Becky Erickson: Last night we were at the finance committee and all the pool people came and they want to save the pool and I want to see the City save the pool. You provide moorage here for a fee and when people go to the Marine Science Center they also pay a fee but the fees do not cover the cost to run the facilities. If the people really want to save the facilities they have to be willing to pay for it. If these facilities fail they are not willing to pay for it and if that is the case so be it.

Commissioner DeCarlo: We would have to take a look at expanding our boundaries and look at the tax base and see how much additional revenue we would receive. I don't know if we have worked out those figures yet. If we were to expand to the fire district 18 boundaries how much increased funds would it bring in?

Becky Erickson: I believe the current assessed value for the total area would generate about \$750,000 in revenue. This would be a about \$500,000 more than you currently receive with an 80/20 split the Port would get about \$400,000 additional tax revenue and the Marine Science Center would get about \$100,000. More importantly it is the increased bonding capability and the ability to lend against the increased amount that might end up being really important to you. There is a lot that you can do with the additional \$400,000 tax revenue income.

Kirk Stickels: Along with the increased boundaries there are also additional obligations or promises. Someone with a piece of property in Lofall voting to join the Port of Poulsbo is going to anticipate something happening in their area such as a boat launch, boat ramp, additional floats, ETC or something that will benefit them.

Becky Erickson: That is very true there is a lot of thing we would have to look at. The question I have is should I continue to look at this option?

Commissioner DeCarlo: If you were to go out and try to lobby for the annexations would you include all of the fire district 18 boundaries or would you look at just taking portions?

Becky Erickson: I think we should look at getting pieces of it. I would like to try for as much area as we could get. The reality would be to look at it in chunks. We have to sell this to the constituents and the Marine Science Center is an important piece of that.

Commissioner Bockus: I am not sure the Marine Science Center is as loved as lot of people in the City thinks it is.

Commissioner Gilbert: That is where we would have to find out as to what extent and how far we would have to support the Marine Science Center. The maintenance on the building is about \$100,000 per year which is pretty steep.

Becky Erickson: We would have to find other levels of support but on the other hand if we pulled this off this would be an additional \$400,000 that you don't have right now plus the DNR rents that you would no longer have to pay whatever those are.

Kirk Stickels: The DNR rent is less than \$20,000 per year for the entire area so that is not a lot. We had similar discussions with the rate study committee. We looked at the capital improvement projects list as well as the overall cost of the Port and they have not had their final meeting. They are waiting on some final figures for the projects before they have the final meeting but they have provided us with a pretty comprehensive list of their priorities and whether we extend our bonding capabilities or take care of what we have. The overwhelming majority said take care of what we have before we take on any other ventures. This was a representative committee from within the entire Port. We looked extensively at our bonding capabilities and what it would be if we went for more annexations and they were very clear on their recommendations.

Commissioner Gilbert: My impression of the Marine Science Center building is that it was bought with bonds between the City and the County.

Becky Erickson: Correct, the bonds are almost paid off, or they should be paid off within the next 18 months. Once they are paid off it will be virtually debt free with no other obligations on the building. This is something that would take at least two years to complete and would not happen overnight. This would be an election annexation and it would take a lot of leg work and research and it may go down the road and you may decide that this is not going to work at all and you walk away from it. I am a business manager and if it doesn't make good business sense to proceed and the numbers just don't work out then you walk away from it.

Commissioner Bockus: I would like to see two studies being done the first study should include the citizens feelings on the Marine Science Center Foundation itself and whether they think it is going to be successful or even if it is something they would use. The second study would include the thoughts of the people we would be trying to annex and how many are really interested in joining the Port District.

Commissioner Gilbert: What would happen if only part of the annexations came through?

Becky Erickson: It would be an election method so you would have to get 60% of the votes for it to pass, and it would be designed to be one area section.

Commissioner DeCarlo: What if the revenue stream from the annexations only ended up being \$200,000 then the Marine Science Centers portion would only be \$40,000 and that would not support the Science Center.

Becky Erickson: That is what we would have to find out during the homework process. We would have to find how far to expand, which neighborhoods would be taken in and which not to take in, and what are the obligations that we gain from those neighborhoods.

All of that would be part of the homework process and whether it would be a good deal to the Port or not.

Commissioner Gilbert: We will have to discuss this at length.

Becky Erickson: This is not anything that we have to decide on right now I am just floating the idea and I really want you to think about it. I am not saying we have to do this. All I am saying is if there is interest on your part then I will start doing my homework but if you are not interested I am not going to waste my time.

Commissioner DeCarlo: I would like to see us expand our boundaries.

Becky Erickson: It would be nice to expand your boundaries but with a hitch to support the Marine Science Center.

Commissioner Gilbert: If the borders were expanded sufficiently then the hitch wouldn't be that bad but we also have other priorities. We had a meeting on May 27th with the state representatives and they were astounded as to what kind of condition our breakwater is in.

Becky Erickson: It is very worrisome.

Commissioner Gilbert: If that breakwater goes down we have lost all of our tourists and at least 50% or more of our permanent tenants would leave because of the loss of protection. That would take our revenue source to support the City which last year was over \$2 million dollars and reduce it dramatically.

Becky Erickson: I want to figure out a way to help the Port keep their breakwater and to help keep the Marine Science Center open so everyone is happy. I think you are going to need additional cash flows and bonding capabilities to replace your breakwater which is why we have to do something.

Commissioner Gilbert: I think if our boundaries were expanded sufficiently it would take care of the impact of the hitch but it would depend on whether we get the annexations or not. We haven't even been able to expand our boundaries to that of the Cities. The Port should have be an option on the Cities annexation forms.

Becky Erickson: Monday night is the next annexation task force meeting which I am on along with Dale Rudolph. Part of the documents being worked on is a public information piece and the Port would be included on that. We have three more meeting left including Monday nights meeting.

Commissioner Gilbert: Annexation is a real hassle for the Port. The cost and requirements are cumbersome for people that want to be annexed into the Port District.

Commissioner DeCarlo: What is going to happen to the Marine Science Center in the next 1-2 years while we are working through this process?

Becky Erickson: We will need to have fund raisers to try and make up for the loss of the \$100,000. There has also been talk of a Metropolitan Park District that could make this and the pool work. I hope the Port is involved in this process. It will be 2010 no matter which way we decide to go. The Marine Science Center has a lot of support from the people and in return that will help the Port in the annexation process.

Commissioner Bockus: Where is the City in this process?

Becky Erickson: The City knows that I am here and we had a meeting a few weeks ago with the Mayor, and the Port and I gave this same presentation to everyone at the meeting.

Kirk Stickels: Where is the City in the overall scheme? Is the City contributing a like amount that the Port District is to support the building?

Becky Erickson: I can't make any representations with money for the City as much as I would love to say yes I can't. I don't have that ability to acme those decisions. That is something that is done by committee.

Commissioner Bockus: Has it been discussed at all?

Becky Erickson: No, not really at least not when I have been present.

Commissioner Bockus: So the City just wants out?

Becky Erickson: I can't make those kind of representations.

Commissioner DeCarlo: It would be interesting to see how the people will save the pool. The pool has a lot more public interest.

C. Review of City/Port Lease Agreement – Commissioner Discussion

The Cities attorney is reviewing the lease so there is nothing new to report at this time.

D. Managers / Maintenance Report – Port Manager

- Steve Spleen from the fishing vessel "Five Girls" has terminated his moorage after 34 years. He will be leaving his vessel in Sitka for the winter he may be back but this is the sign of the times with the fuel costs and the cost for small business operators. It was done with a great deal of reluctance by Steve to relinquish his slip.

Commissioner Gilbert: What about the remainder of the other fishing vessels?

Kirk Stickels: I am not sure right now but the cost of fuel is a significant impact. Steve was one of our senior tenants.

- Neil and Nancy Sirman are returning to the Port after five years of touring around the world and have just arrived back. We were able to accommodate them in transient moorage until they can get a permanent slip.
- There was a fuel spill at P.M. Marine in Keyport last week. Our spill response trailer was picked up by the Cities Public Works Department and taken down to the spill site. They were the first responders on the scene and the first one deployed. They also activated a trailer from Kingston and one from Bainbridge. The Department of Ecology said that this was the first real test of the system. DOE funded the trailers for spill response and recovery. The response went very well and the equipment was cleaned and the trailer was re-stocked by Global Marine and returned to us. The trailer was paid for by a grant with no cost to the Port. When the trailer was returned we completed an inventory list as well as Global Marine to make sure all of the supplies were re-stocked.
- David Wells a tenant of ours received a chaining charge of \$50 due to a late payment that resulted in the chaining of his boat. Both David and his wife made a payment and once they realized they both made a payment they requested that one of checks be returned. The form of payment that was made was a personal check and a personal check requires five business days to clear. The check cleared and should have resulted in the boat being unchained on Friday afternoon but one of our staff members neglected to pass on the information that the check did clear so the vessel was still chained on Saturday when the individual came down to use his boat. The boat was unchained as soon as the Port was notified about the mistake. He is requesting the removal of the \$50 chaining fee. He recognizes that his payment of moorage was late and he accepted that fee and paid it. I told him that we would address his request with the Board at tonight's meeting.

The Board of Commissioner has decided to not approve the refund of \$50 chaining fee for Mr. Wells.

E. Accounting Summary – Carol Tripp

There is no accounting summary to discuss this evening.

F. Board Action Requests – Kirk Stickels

None

G. Executive Session

None

H. Approve the special meeting minutes of May 27th for the joint agency meeting.

The May 27th meeting minutes was approved by the Board as written.

7. PUBLIC COMMENTS

Joe Dazey: I listened to the presentation on the Science Center and there are some issues that I feel would not help the parking issues if the Port took over the Marine Science Center even when the Science Center isn't active there is a shortage of parking here. When the Marine Science Center becomes more active especially if the Port has responsibility for the center the parking will increase and won't help at all. I think the rate structure committee had some suggestions for a workable and restrained approach to deal with the breakwater. I don't see any advantage to the Port for taking over that facility.

Commissioner Gilbert: There is nothing we can do about the parking issue it is the same around the whole City. If we took over the Marine Science Center it wouldn't be our focus to bring more people in. There is not much we can do about the parking whether the Marine Science Center is here or not.

Dale Johnson: The potential is there for more parking spaces for the Port people too if the Port is in control of that area at night and on weekends.

Becky Erickson: We are doing a parking study and parking is a huge issue for everyone in town. We are working on it.

Commissioner Bockus: One idea the City has been looking at is a trolley or bus system that would move people around town and up to the Olhalva complex.

Commissioner DeCarlo: If we took over the Marine Science Center building we would have to look at and study the uses of the second floor and the parking spaces that are needed.

Becky Erickson: This will have to be mutually benefited by all parties and both parties will have to be equally involved for it to work.

Dale Johnson: As a Port resident the acquisition of Marine Science Center could be a benefit to the Port if the structuring is done correctly. Also as a resident I wouldn't want the acquisition of that property to fall as a burden to the Port and the paying tenants of the Port. The potential is there to increase the revenues and the Port boundaries but it would have to be pursued to see what our rate structuring would have to be to see if it would be beneficial to the Port.

Commissioner Bockus: There are other properties that will be coming available within the City such as the Police Department building.

Dale Johnson: That would be more potential for Port parking and office buildings and may be less burdensome to the Port as well.

Becky Erickson: The Port wants to find things that are going to provide revenues and funds to keep their facilities up.

Carol Tripp: I am here tonight as a citizen and a boat owner not as a Port employee. I have a question. It seems as if it is extremely cumbersome for the City to offer this opportunity to the Port to gain this assistance to the Marine Science Center. I'm curious as to why the City has not considered going and asking for additional sales tax, local sales tax, or other tax avenues where you can collect monies to support the Marine Science Center. I'm curious as to why the City is willing to go through this very time consuming, cumbersome process that could take up to two years. I don't personally see the Marine Science Center as being viable for two years without some kind of infusion of money. As a boat owner and a member of the rate study committee I look at it as my moorage paying for assisting the science center and funding capital projects within the Port such as the breakwater. Assuming that I don't know anything about the office functions I would see the Port taking over the Marine Science Center I would want to know why I am getting a rate increase to fund the Marine Science Center. Why not have the people that want the Marine Science Center pay for it. It would be much less cumbersome for the city to go ask for the additional sales tax revenue instead of having to try and get an inter-local agreement between the two entities. The MSC needs the money.

Becky Erickson: The City is considering a car tab tax and the idea of a direct tax is not going to happen because it is politically to difficult to do. I know that sounds odd. If the City Council approved a new tax there would be a lot of discontent in town. I understand that you don't want your moorage to go up but maybe there is some way to structure this to restrict the money from moorage coming in to only be applied to capital projects but I don't know how to do that. You should not bear the burden of doing this.

Commissioner DeCarlo: I would only consider doing this if we had an increased revenue source.

Becky Erickson: If this does not work and you don't get the annexation then the whole deal would be off. The only funds that would go to the Marine Science Center would be the increased annexations revenues.

Kirk Stickels: If the City thinks that the MSC is a revenue source why does the City not keep control of the building?

Becky Erickson: The Marine Science Center is not a revenue source. The Ports increased revenue source would be from the annexation revenues, which the city cannot do.

8. COMMISSIONER COMMENTS

Commissioner DeCarlo: There is a Commissioner seminar July 20th through the 22nd that I would like to attend.

The Board approves Commissioner DeCarlo to attend the Commissioner seminar July 20-22nd.

Commissioner Gilbert: We had the passing of Jack Schenck in which we had donations given to the Port that were to go toward the purchase of a plaque.


Carol Tripp: There are funds in that account and a bronze plaque will be purchased and placed on the picnic table where he would normally sit.

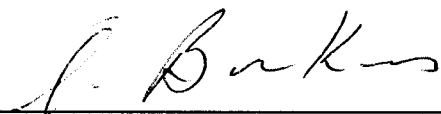
Commissioner Gilbert: I would like to publicly thank Joe Dazey for hauling the extra floats from Tacoma and from Kingston for us. It was really appreciated.


The meeting was adjourned at ?

The meeting minutes were approved as written by:

Commissioner Gilbert 

Commissioner DeCarlo 

Commissioner Bockus 

attest: 

PORT OF POULSBO

PAYMENT VOUCHER

Post Office Box 732
Poulsbo, WA 98370

Kitsap County, WA June 13, 2008

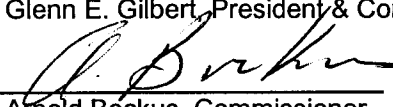
We, the undersigned Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of \$10,118.98 and from the General Fund, this 13th day of June 2008.

Antonio DeCarlo, Commissioner

ATTEST:


Glenn E. Gilbert, President & Commissioner

Korinne K. Henry, Recording Secretary


Arnold Bockus, Commissioner

| Voucher # | Claimant | Amount |
|-----------|---------------------|--------------------|
| 8343 | Kirk Stickels | \$1,413.91 |
| 8344 | Richard Stice | 1,367.52 |
| 8345 | VOID | |
| 8346 | Bruce Anderson | 735.73 |
| 8347 | Jannese Petersen | 798.87 |
| 8348 | Carol Tripp | 1,418.75 |
| 8349 | Brady Miller | 889.17 |
| 8350 | Christine Dewees | 516.33 |
| 8351 | Katherine Olanie | 251.22 |
| 8352 | Cailin Gallagher | 173.22 |
| 8353 | Nicholas Twietmeyer | 186.81 |
| 8354 | Russell Oberg | 24.00 |
| 8355 | Bank of America | 2,343.45 |
| TOTAL | | \$10,118.98 |

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, the labor performed, or the expense incurred as described herein and that the claim is a just, due and unpaid obligation against the Port of Poulsbo and that I am authorized to authenticate and certify to said claim.


Port Auditor



PORT OF POULSBO

PAYMENT VOUCHER

Post Office Box 732
Poulsbo, WA 98370

Kitsap County, WA June 20, 2008

We, the undersigned Board of Commissioners of the Port of Poulsbo, Kitsap County, Washington do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of \$28,796.60 and from the General Fund, this 20th day of June 2008.

Antonio DeCarlo, Commissioner

ATTEST:

Glenn E. Gilbert, President & Commissioner

Korinne K. Henry, Recording Secretary

Arnold Bockus, Commissioner

| Voucher # | Claimant | Amount |
|--------------|------------------------------------|--------------------|
| 8356 | Ace Galvanizing | \$81.75 |
| 8357 | Associated Petroleum Products, Inc | 11,951.05 |
| 8358 | AT & T | 165.32 |
| 8359 | Bank of America | 169.96 |
| 8360 | Blue Sky Printing | 3.84 |
| 8361 | CHS, Inc/Cenex | 112.00 |
| 8362 | Ferguson Enterprises, Inc | 231.85 |
| 8363 | Fire One, Inc | 105.00 |
| 8364 | Fisheries Supply | 59.97 |
| 8365 | GraybaR | 1,581.29 |
| 8366 | James Lumber & Ace Hardware | 51.12 |
| 8367 | Mr Mop Cleaning Service | 90.00 |
| 8368 | Olympic Springs, Inc | 33.29 |
| 8369 | PBCC | 4.66 |
| 8370 | Service Paper Company | 307.79 |
| 8371 | Staples Business Advantage | 133.18 |
| 8372 | Kitsap Sun | 32.30 |
| 8373 | Verizon Wireless | 83.97 |
| 8374 | Embarq | 270.05 |
| 8375 | Puget Sound Energy | 3,089.97 |
| 8376 | Jannese Petersen | 90.74 |
| 8377 | Mark Herrera | 136.52 |
| 8378 | Steve Spleen | 1,275.00 |
| 8379 | Edward Jones | 2,008.84 |
| 8380 | WA State Department of Revenue | 6,685.14 |
| 8381 | Postmaster | 42.00 |
| TOTAL | | \$28,796.60 |

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, the labor performed, or the expense incurred as described herein and that the claim is a just, due and unpaid obligation against the Port of Poulsbo and that I am authorized to authenticate and certify to said claim.

Port Auditor

Accounting Summary – Mtg 06/20/2008

Attached is the Summary of Financial Statements for the Five Months Ending May 31, 2008. There is a net gain, for the month of May, in the amount of \$36,132.82. The year to date net gain is \$148,063.56.

Respectfully submitted,

Carol Tripp
Port Auditor/Accountant

**Port of Poulsbo
Summary of Financial Statements
For the Five Months Ending May 31, 2008**

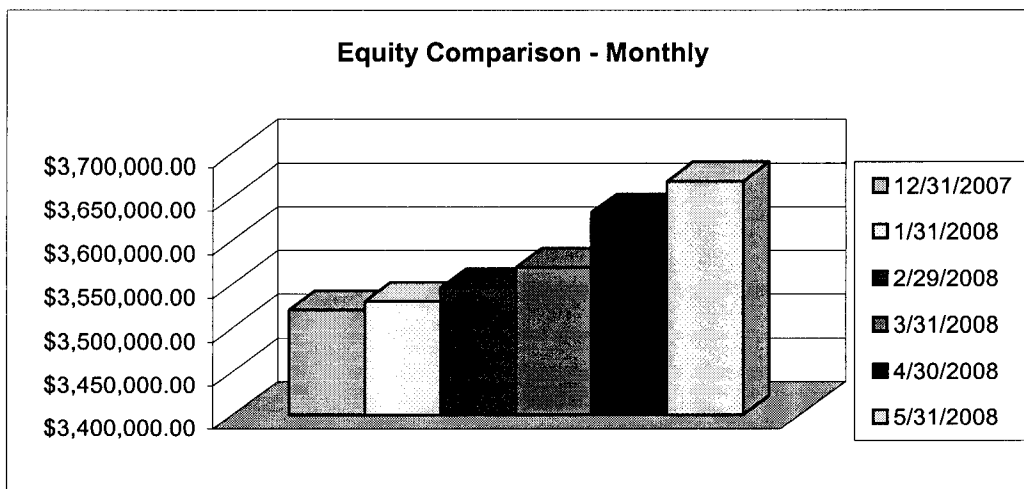
ASSETS, LIABILITIES, EQUITY

| | | |
|--------------------------|--|-------------------------------|
| Cost of Capital Assets | | \$ 1,758,040.91 |
| Current Assets | | 1,950,679.66 |
| TOTAL ASSETS | | <u>\$ 3,708,720.57</u> |
| | | |
| Current Liabilities | | \$ 40,223.11 |
| TOTAL LIABILITIES | | <u>\$ 40,223.11</u> |
| | | |
| TOTAL EQUITY | | <u>\$ 3,668,497.46</u> |

| | May | Year To Date |
|------------------------------|----------------------------|-----------------------------|
| INCOME & EXPENSES | | |
| Moorage & Other Receipts | \$88,233.08 | \$ 411,248.20 |
| Net Fuel Sales | 10,173.76 | 22,665.13 |
| TOTAL RECEIPTS | <u>\$ 98,406.84</u> | <u>\$ 433,913.33</u> |
| | | |
| Operating Expenses | 62,274.02 | 285,849.77 |
| NET GAIN/LOSS | <u>\$ 36,132.82</u> | <u>\$ 148,063.56</u> |

CAPITAL IMPROVEMENTS \$ 5,864.21

| | |
|--------------------------|-------------------------------|
| Balances of Assets Accts | |
| <i>May 31, 2008</i> | |
| General Fund | \$ 114,416.61 |
| General Investment Fund | 1,832,864.29 |
| Liberty Park Fund | 17,716.40 |
| Park Investment Fund | 20,363.89 |
| Remaining Fund Balances | (34,681.53) |
| and other current assets | |
| | <u>\$ 1,950,679.66</u> |



CAPITAL ASSETS ARE BASED ON HISTORICAL COSTS AND DO NOT REPRESENT THE CURRENT FAIR MARKET VALUE OR REPLACEMENT COST.

**PORT OF POULSBO
MEETING MINUTES OF
June 19th, 2008**

Present: Commissioner Chairman Gilbert, Commissioner Bockus, Commissioner DeCarlo, Port Manager Kirk Stickels, Port Accountant Carol Tripp, Recording Secretary Kori Henry, and members of the general public.

1. COMMISSIONER CHAIRMAN GILBERT CALLED THE MEETING TO ORDER AT 10:00am

2. PUBLIC COMMENTS:

None

3. COMMISSIONER COMMENTS:

Commissioner DeCarlo: None

Commissioner Bockus: None

Commissioner Gilbert: None

4. CONSENT AGENDA ITEMS:

- A. The meeting minutes of June 5 were approved with corrections to page 1 under present add "Morris" after Jennifer, to page 4 add slips B-6 and B-8 under comments by Kirk Stickels, and add to page 4 a comment by Commissioner DeCarlo "that a test sample of 100 people in the proposed area be conducted", and make grammar corrections to Carol Tripp's public comments. The Board approved the minutes as corrected.
- B. Warrants #8343-8381 in the amount of \$38,915.58 were approved by the Board as written.

5. OLD BUSINESS ITEMS

A. Port Capital Projects: Port Manager

The creosote pile removal will take place July 9th with the help of DNR. We are taking all the creosote logs from the boom sticks and then retying them together. The creosote logs will be moved to the boat launch and removed with a backhoe or a boom truck. We will use two of our parking spaces to cut up and load the logs in a dumpster for removal. There will be no cost to the Port except for staff support time. It will take us 3 to 5 days to retie all the remaining boom sticks. DNR will not take any natural wood material only creosote logs.

Commissioner Gilbert: Will WDFW have any problems with us disturbing the seals that lay on the boom sticks?

We have a JARPA permit that is in place that allows us to remove the creosote logs. DNR did not bring it up as an issue so we are moving forward with the project. We are

not removing the boom stick completely just the creosote logs. We will be disturbing the parking patterns in that area during this process.

DNR has a program in place right now that would remove the entire breakwater at no cost to the Port. They would remove and dispose of the entire breakwater but we have to be able to replace it with something even if it is temporary for the interim. I have been looking at barges to replace it but have not yet found anything that will work.

Commissioner Gilbert: It will take 2 to 3 years to get all the engineering and design completed before we are ready to replace the breakwater.

I have not come up with a solution yet to replace the breakwater but I am working on it. I am researching purchasing barges that we may be able to use.

6. NEW BUSINESS ITEMS

A. Items for public comments/motions/discussions

None

B. Review of City/Port Lease Agreement – Commissioner Discussion

The City will contact the Port when the review of the lease agreement is complete by their attorney.

C. Managers / Maintenance Report – Port Manager

- July 9th DNR is completing the creosote log removal.

Commissioner DeCarlo: We should post signs by the gate to let people know what is going on with the parking before the project starts on July 9th.

Kirk Stickels: I will post a sign on the gate and the area will be barricaded off during the project.

- I am trying to contact Shane regarding the Scope of Work for the floating restroom.
- On the 3rd of July the people putting on the show, the Poulsbo Police, and the North Kitsap Fire Department has asked for everyone's safety that the Port not allow double parking in our lot. They try to bus as many people in as they can but the buses, fire trucks, ambulances, and police cars cannot maneuver around the double parked cars. The Police Department volunteered to patrol the lot on that day to eliminate the problem if the Port will allow it. We can post it and give notice to all of our tenants that we will not allow double parking on the 3rd of July.

Commissioner DeCarlo: Post a notice stating that no double parking will be allowed and that if they do double park they could risk getting towed.

- For the July 3rd we will have two on-site officers from our security company placed by the restrooms and by the permanent dock. We are allowing the police

and fire boats to moor on the fuel dock for safety and ease of access to their vehicles if needed.

- July 3rd is our next regular scheduled meeting and you may want to either cancel or change that meeting due to the festivities.
- WPPA posted on their website new legislation regarding contractual services and small work rosters dealing with RFP's for contract services, engineering services, and architectural services for you to read.
- I will be on vacation all of next week.

D. Accounting Summary – Carol Tripp

Mr. Wells called and asked to have his chaining fee removed again but I read him our rules and regulations regarding the late fee.

Attached is the summary of financial statements for the five months ending May 31st 2008. There is a net gain, for the month of May, in the amount of \$36,132.82. The YTD net gain is \$148,063.56.

E. Board Action Requests – Kirk Stickels

None

F. Executive Session

None

7. PUBLIC COMMENTS

None

8. COMMISSIONER COMMENTS

Commissioner DeCarlo: I will not be here for the July 3rd meeting and since the meeting will be during the July 3rd activities we should cancel that meeting. I make a motion to cancel the July 3rd meeting due to the July 3rd Festivities that will be going on.

The Board of Commissioners approved the motion to cancel the July 3rd meeting due to the July 3rd activities that will be going on.

Commissioner DeCarlo: Kori audited the minute book for us and it took her awhile to get everything in order. I make a motion to pay her for two hours of her time for auditing the minute book.

The Board of Commissioners approved the motion to pay Kori Henry 2 hours of pay for auditing the minute book.

Commissioner ~~Gilbert~~ ^{Bockus}: I went to the Economic Development meeting and ~~Beck~~ ^{Becky} Erickson gave her Marine Science Center presentation. The City is excited about the Port getting involved with the Marine Science Center. Members of the group went to Leavenworth to

see how their City handles tourism. Leavenworth is considered a theme town the City of Poulso is also a theme town which is known as Little Norway. In Leavenworth all the local business owners and government have similar logos, which would be a benefit to Poulso as well. They would like Kirk to be a member of a committee to address and investigate this option.

The meeting was adjourned at 11:15am

The meeting minutes were approved as written by:

Commissioner Gilbert



Commissioner DeCarlo



Commissioner Bockus