

**PORT OF POULSBO
MEETING AGENDA OF
June 2, 2011**

1. OPEN MEETING

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

3. COMMISSIONER COMMENTS

4. CONSENT AGENDA ITEMS

(Next Res. 2011-08)

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 19, 2011 & City of Poulsbo/ Port of Poulsbo meeting minutes May 18, 2011
- B. Warrants: 10812-10832, P10374-P10381 & P10382-P10385, ACH 5/27/11 & 6/3/11 in the amount of \$50,467.80.

5. OLD BUSINESS ITEMS

- A. Armory Parking Lot Project – Port Manager
- B. S/V Lavengro Request – Commissioner Bockus

6. NEW BUSINESS ITEMS

- A. Items for public comments/motions/discussions
- B. Accountants Report – Carol Tripp/ Accountant/ Staff Auditor
- C. Managers/Maintenance Report – Port Manager

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

8. COMMISSIONER COMMENTS

9. ADJOURN MEETING

PORT OF POULSBO
BOARD MEETING MINUTES
JUNE 2, 2011
7:00PM

ATTENDEES: COMMISSIONER BOCKUS; COMMISSIONER GILBERT; COMMISSIONER DECARLO; PORT ATTORNEY, GREG NORBUT; PORT MANAGER, KIRK STICKELS; PORT ACCOUNTANT AND AUDITOR, CAROL TRIPP; PORT SECRETARY, ANDREA NIX.

PUBLIC ATTENDEES: DAVE MUSGROVE; KITSAP SCHOONER COMMITTEE AND NORTHWEST SCHOONER SOCIETY REPRESENTATIVES, RANDY KUPUCK AND SKIP NORDAL.

1. Meeting Chairman, Commissioner Bockus, called the meeting to order at 7:05pm.

2. Public Comments -

Dave Musgrove: I saw the B17 fly-bys. Did the Port set that up?

Commissioner Bockus: I would like to take credit, but that was the VFW.

Commissioner Gilbert: And members of the Sons of Norway, also, according to the Commander of the VFW. It was a B17 and a B24.

Kirk Stickels: Also, for Public Comments, we have two gentlemen here from the sailing vessel, Lavengro.

Commissioner Bockus: Lavengro is on the Agenda tonight, so we will discuss it under Old Business, Item B.

3. Commissioner Comments -

Commissioner DeCarlo: I went to the council meeting last night, and one of the Council Members indicated that during the Viking Fest and Memorial Day they did water quality testing and were pleased to say that the qualities before and after the events outside of the harbor were very good, while inside the three marinas there were higher levels of contamination. I commented that some of that problem could come from the seals and other animals, and also that the water is more trapped in the marina by the pilings.

Kirk Stickels: Storm run-off is a factor near shore. At different times when the Health Department has done the testing we have been aware that it was going on, but it has been difficult to find out where the particular testing points are. I would bet that the areas at the end of D dock and C dock will always show higher levels because of the

seals. It's amazing how much excrement is dropped out there based on what is on the logs.

Commissioner DeCarlo: A map, depicting the levels of contamination, showed that the streams were also contaminated. I'll bring the map into the Port office. She was going to try to get more details, which I'll also pass on.

Commissioner Bockus: We had the Memorial Day Rededication of the Memorial Rock from the Armory Building. I was present, in the audience, as was Commissioner Gilbert. I think the VFW did a great job setting it up. The B17 and B24 flew over. I was able to talk to the son of one of the soldiers on the plaque, and he expressed the meaning that this rock has had to his family and himself. In years passed we have had the Color Guard, represented by the four services, the Navy, Army, Air Force and Marines. This year they have declined. This put the responsibility of being the Color Guard and the Firing Squad in the hands of the VFW.

4. Consent Agenda -

Commissioners approved Consent Agenda items A & B.

5. Old Business -

A. Armory Parking Lot, Port Manager

Kirk Stickels: The permit is progressing forward. The State department has gotten back to us. They are processing a quick claim deed. We got the first draft today for the second parcel. We are doing some additional research on it. We want to make sure the legal description is clear and accurate. As far as I know, that's the last hurdle for us, and we should see the permit soon after that.

B. S/V Lavengro Request:

Skip Nordal: Our goal at the Kitsap Schooner Committee is to restore the Lavengro and keep it here as Kitsap's official Tallship.

Randy Kupuck: When we were here at the Port meeting a couple of months ago we talked about bringing the Lavengro here, and having a Port of operations so that we could provide sailing opportunities to residents in the area. In the fall we are going to be working with the Marine Science Center. We discussed acquiring hosted moorage from the Port. At this point, we are anxious to hear what the Commissioners' position is on that matter.

Commissioner Gilbert: Your first presentation indicated that you wanted to be a part of the Farmboats activities.

Randy Kupuck: When I was here last time I said that we had not decided whether we were going to participate, and that we were still examining it. For Farmboats, this is a new project. What they proposed to us was that we commit the schooner for four days per week to make the crossing across the Puget Sound during the week. We would buy vegetables, travel to Edmonds and sell them, and then sail to Winslow and sell them there, but when we figured out the economics it did not make sense. Our intention is to do cruises on Saturdays and Sundays, drawing people to the City of Poulsbo.

Skip Nordal: One of the other problems with joining efforts with Farmboats is the type of the vessel. The old schooners that were originally used for this purpose were open-hulled. It would require that we carry 50 cases of vegetables. We would have to lift those from the dock to the deck, and then down the companionway into the cabin.

Randy Kupuck: The goal of the Society is to preserve the sailing heritage of sailing and encourage people to participate in it, and to maintain and restore wooden boats. Farmboats was presented to us as a way to enhance that, but it proved to be too risky for us, and it would have required too high a level of commitment from us. This past weekend we were at the Harvest Festival in Bremerton and Port Orchard. We were there on Friday. That would have presented a scheduling conflict were we to be committed to Farmboats. We proposed a two-day run, which would be less risky for us, but it was not yet workable with the Farmboats organizers.

Skip Nordal: Tonight when we came in to dock at the Port there were many people interested in the boat and coming closer to get more information.

Commissioner Bockus: What time did you come in?

Skip Nordal: About 6pm. I think that once summer is here the boat would bring a lot of attraction. We do get a lot of attention. I believe that the Lavengro adds heritage to the City.

Randy Kupuck: I understand that there is a question about the leasehold excise tax regarding hosted moorage here. We would pay that until we are able to obtain a property tax exemption. We would advertise and promote our activities from this location.

Commissioner Gilbert: What are your plans for the use of the boat other than parking it at the dock?

Randy Kupuck: We will give cruises on Saturdays and Sundays. On Saturdays we will be charging for the cruises as a way of raising funds for maintenance on the boat. On Sundays we will be offering free community sails. I have talked with the Suquamish Tribe about working with their youth and heritage programs, and having their

youth come to Lavengro. In the past we have worked with another youth organization in Kitsap. We are also looking at working with the Boy Scouts.

Commissioner Bockus: Weren't these activities part of your agreement with Brownsville, where you did not uphold your end of the agreement? Were you not to provide those community services and work with the Boy Scouts? As I understand, that fell through.

Skip Nordal: That was part of the agreement. I was part of the volunteer crew at that time. Something happened, I don't know what it was, and the skipper left. What I know is that the Northwest Schooner Society said that we were going to have a work party in January. We were part of the crew that showed up. They asked if we would like to keep the boat in Kitsap. We said yes, and at this time we are working very hard to get our Certificate of Inspection, COI. When we get it we can carry up to 22 passengers. We are looking very hard to get a new skipper. I have been asking yacht and sailing clubs, and marinas, for help. The Columbia Pacific Maritime in Portland has put a notice in their newsletter, which has 500 mailings. There were nine people at Harbor fest wishing to join the group as volunteer crew. We are sure we can make it go.

Randy Kupuck: None of us were there when they made the agreement with Brownsville, so we don't really know. When we came they told us that they had made an agreement to have monthly sails last summer, but that was not upheld. When I first got involved with the management team last November that was the point that was brought up to us by the Port of Brownsville. What they said then, was that they wanted us to have our COI by the end of April. We are working on it still, but we have to depend on contributions. We are waiting for dry-dock in Anacortes to replace some ribs on the boat, which have already been made, and that is what is holding us up from getting our COI. We are only required to replace three ribs, but we are replacing nine. We've been told we will probably be able to go up there next week. Once that work is done we'll be able to get our COI. One of our volunteers is retired from thirty years with the Coast Guard, and he is the one heading up the process of obtaining the COI. We are confident in that process. I hope that answers your question about what occurred with Brownsville, but that wasn't the only contributing factor to our plans now; we would like to continue with the Port of Brownsville, but we feel that there is much more public accessibility in Poulsbo compared with Brownsville. There is more opportunity for people to see the boat. We had a public sail there, and no one showed up, but I don't see that as being a problem here.

Skip Nordal: We have been throwing out various ideas, including doing cooperative dinner sails with the local restaurants.

Commissioner Gilbert: Why would some people want to pay to go out on Saturday when they could go out on Sunday for free?

Randy Kupuck: The Sunday sails will be limited. We can only carry a limited number of people, and can only do one cruise at that time. We have to pay for the boat, which means we can't do all activities for free. There will be no alcohol allowed onboard on Sundays, but there will be alcohol allowed on Saturdays, if someone wants to bring a bottle of wine along on the evening cruise. People coming over on Saturday will make Poulsbo a destination. A Bainbridge organization would like the Lavengro to be an option for their Kitsap Tours.

Commissioner Gilbert: How much will you charge on Saturdays?

Randy Kupuck: It will be a low price, probably about twenty dollars. We will also run specials like two for one. Also, we will accept any amount that someone may want to donate over that.

Randy Kupuck: We are also planning to do charters. We have a reservation in September for a family from Tennessee. It is a woman and her two children, and she wants to give them the opportunity to sail on this boat, because she sailed on it when it was in Hawaii. There are people who like to take the boat for a day.

Commissioner Bockus: It sounds like it could be a commercial operation, if you're charging for activities.

Randy Kupuck: As a non-profit, we charge for activities to cover the costs of the maintenance and promotion of Lavengro. The proceeds cannot benefit any one individual. When we do work with an organization, like the Marine Science Center, we do not normally charge fees, and there will be none charged to them. We'll be working with them during the fall and winter.

Commissioner Bockus: The problem I'm having with it is that we are a public agency controlled by tax dollars, and we can't just give things away. There has to be exchange of some kind, and an agreement that we have to enter into. I feel that, even though you were not involved in the agreement with Brownsville, the reputation is following the boat. So, that's a second problem that I'm seeing.

Carol Tripp: There are a couple of things to be aware of. The Port will have to absorb the \$3,973.92 which is the Port would have made on that moorage. You have a choice of how to recoup that cost. You could charge every other tenant a portion of that cost, or you could pass the cost onto the taxpayers of the district, which means it would come out of our capital projects. The other issue I have, after speaking with Brian Taylor, the audit manager for this area, is about his concern that we make sure we have a written agreement showing the benefit amounting to almost \$4,000 per year. Also, he commented that you should make sure that the agreement is written, and to track it. He said that would be an area that they would go through during our audits to make sure that we are not gifting funds. Brad had a conversation with Jerry Roland on April 8th at 10:30Am. I have written comments regarding this conversation. They say that the person spearheading the Lavengro project, then,

was Mr. Thomas, and included, "Since that time there have been no programs or outings at any time, therefore the Port of Brownsville issued an ultimatum: get the boat recertified in the programs, which were six public sails per year and one youth program per quarter, back on track by the end of April 2011, or start paying moorage. To this date, neither one has been accomplished." So, how do we ensure that we are not going to be incurring the problems that Brownsville was having? How do we keep record to verify that all sails have been completed, in writing, and, also, justify this gift to your tenants and citizens of the district?

Commissioner Bockus: If we were to turn it back over to the taxpayers that would just take away our income. So, the only way we could recoup is by charging our tenants an additional amount.

Carol Tripp: When estimating our increases for the year, I make a list of what we need to have for our capital projects, day to day costs, and I take the average of what linear feet we have, based on average occupancy, and that's how I determine what we need to charge per foot. Two years ago the Board decided to require that we can only raise three percent above the cost of living, and that makes things tighter.

Commissioner Gilbert: What is your position with regards to management of the boat?

Randy Kupuck: The Northwest Schooner Society has turned over management of the Lavengro to the Kitsap Schooner Committee on February of this year. We are a newly organized committee, and part of the Northwest Schooner Society, which owns the boat. It has been turned over to us to manage under the umbrella of the committee. We are the operating committee of the boat.

Commissioner Bockus: Why haven't you gone to a private marina, like Liberty Bay?

Randy Kupuck: It was our understanding that you wanted Lavengro here, because of the economic development that having the boat here would generate. So, I guess I am a little confused. We haven't explored other options, because it was our understanding that you wanted us here. Now we are suddenly hearing that you don't want us here.

Commissioner Gilbert: I don't recall the Port asking you to come, but we did accept your presentation. We were interested in it because of what was being presented, but it has since changed. My second question to you is about your skipper. You haven't got one. Will he be paid, or are you looking for a volunteer?

Randy Kupuck: That is a gap that we are facing right now, but we are talking to a number of people. As Skip said, we have put a notice out that we are looking for volunteers. We are just getting reorganized after the Lavengro was almost abandoned last Fall. The problem last year was that there was only one person managing everything. When he had the falling out with the Society, that was it.

Commissioner Gilbert: What if we were to give you moorage here, and you're on D dock, which isn't visible, and you have scheduled all of your cruises but you don't have a skipper? Then it would be like it was at Brownsville, and we can't do that.

Commissioner Bockus: There is that possibility, especially when you require all volunteers.

Greg Norbut: Right now the Port is running at a deficit, and strictly as a financial matter, it is not in the Port's interest. I think the Port can do this, however, without violating, Section 8, Paragraph 8 of the Constitution, as far as gifting public funds to a private venture. That would not be taking place, because it would not benefit one specific person. That said, I leave it to the Commissioner's discretion.

Commissioner Gilbert: My thoughts are that this is too risky at this time for us to take on until you have a permanent skipper, and I do not see putting the cost on to our permanent moorage holders. Also, you do not know yet whether you'll get your COI, or not. I think there are too many problems for the Port to take it on at this time.

Randy Kupuck: What would be the rate if we were to pay for moorage?

Carol Tripp: \$331.16, and your electrical would be billed on actual usage.

Commissioner Gilbert: Do we even have a spot on D dock?

Kirk Stickels: There would be some moving around, and at the end of June we would have a permanent spot.

Carol Tripp: You will be going to Anacortes next week, and when do you plan to be out of the yard?

Randy Kupuck: We are hoping to go within two weeks. We were supposed to be there in April.

Skip Nordal: The problem is that we have to fit in between paying customers. Also, all the work is going to be volunteers. So, that process may take longer than it would if we were to hire a crew of professionals.

Commissioner DeCarlo: Having somehow given them the impression that we wanted them to bring Lavengro here, we may want to give them a quarter or six month trial, and time to get a skipper.

Commissioner Bockus: I think six months is too long.

Commissioner Gilbert: By the time you get to dry-dock, and get your certification, it will be toward the end of summer.

Commissioner Bockus: I think it is a very convincing presentation. If everything falls into place I can see how it would benefit the businesses and community of Poulsbo, but it is an "if". Because of the reputation that the boat has, and because you are asking for volunteers, I think it is too much of a risk for us, as a public entity, to be a host for this.

Commissioner Gilbert: My wife and I worked with the Food Bank here, my wife as the Coordinator, and the problem with volunteers is that they sometimes don't show up. I think that, if you got your COI and the commitments from at least two skippers in writing, then you could come back to us. It would be a limited time contract, to see if it could work.

Commissioner DeCarlo: I agree, but I think we should give them an opportunity for a quarter or six months, and then look at it again. I know there was some excitement at the previous Council meetings about the Lavengro. I think they may have gotten the impression that we wanted them here from that. I think to give them that impression, and then not let them in would be wrong, and we should give them the opportunity to find some other place to go, let them stay for a quarter to see how things work.

Commissioner Gilbert: I don't think there is any decision to be made until they have a COI and skipper on board.

Randy Kupuck: Then, at this point, my request would be that we work out some kind of moorage so that we could keep the boat here for the next couple of weeks until we can get it to Anacortes, and then after we are done there, hopefully we can bring the boat back here. We think this is the best location to give us the opportunity to benefit the community.

Commissioner Bockus: I think you would have better visibility here than in Brownsville, but we still have a problem of how we can provide free moorage, even for two weeks.

Randy Kupuck: Hopefully, we can work out some kind of reasonable fee for two weeks.

Carol Tripp: If there is space on D dock, our usual rate is \$4.87/ft. You could look at a prorated moorage for the two weeks. That would have to be something that would go before the Board to change the rate on it. Normally, we would charge ninety cents per foot per day for transient moorage.

Kirk Stickels: We do have the space. We may have to shift around as time goes on. For the next two weeks we would have a place on D dock for them.

Greg Norbut: It will require a motion, and I think that, under the circumstances, Commission can do what has been suggested without violation.

Commissioner Gilbert: I make a motion that we allow the Lavengro to be moored on D dock at permanent moorage rates for a maximum of two weeks.

Motion passed.

Greg Norbut: I would like to advise the Commission as to the current lawsuit, and loss, that the Port is involved with relative to the Crushbar vessel. We have affected service of process on the bank. Interestingly, the bank is not registered to do business in the state of Washington, and they cannot raise a defense unless they became registered in the state. I've contacted the bank's attorney, and we have discussed that the Port has priority over the bank's lean. They have requested an opportunity to inspect the vessel. I advised them that I would communicate that to the Port. What I suggested is to have the bank actually cash out the Port. I think that if we can recoup those costs by having them buy the Port out, they can still pursue the action in terms of getting the title from the Department of Licensing, and then we can wash our hands of it.

Commissioner Gilbert: Is the bank aware that if they send out a surveyor, and pay us, then the boat has to leave immediately?

Greg Norbut: I would assume that they know, but I will clarify that.

Commissioner Bockus: Please do follow through with those negotiations with the bank.

6. New Business -

A. Accountant's Report -

Carol Tripp: 1. I don't have anything formal for this evening, other than to remind the Commissioners to reread the email that I sent today, which said that our fuel sales are down by 37.5% and our guest moorage is down 24%. I think it looks like an issue that needs to be tracked very closely, and if it looks like this a trend that is going to continue, we need to adjust our most controllable expenses, which is our payroll. 2. I sent an email to Commissioner Bockus that Mr. Norbut has been kind enough to offer his services at a discounted rate, as a community service, to attend our board meetings. We do not have a letter of intent, but we do have an email that Greg has expressed his intent to do this.

Commissioner Bockus: I think this would be a great benefit. Even at the mundane meetings that we have had, there have been questions that could have been answered by having an attorney present.

Greg Norbut: It makes my job easier. By being here I can be sensitive to each of your perspectives. It's nice when I need to write, for example, a memorandum. I don't usually have an opportunity to see all of the Commissioners.

Commissioner Bockus; I think it's going to save money if he is here, and knows what's going on. It is also going to cut down on the number of visits we need to make to his office.

Kirk Stickels: Any number of varying pieces of information can come from all of us to Greg. From a continuity standpoint, it makes so much sense if he's here. Also, he can lend to our discussion immediately. We are saving hours of staff time, plus his time, and there's a consistency that we will gain.

Commissioner Bockus: I understand that this is not something that needs to come before the board, but I did want to bring it up so that it would be on record that we are all in agreement with it.

B. Manager's Maintenance Report:

Kirk Stickels: I want to add something to Carol's email. Regarding the 25% decline, which is that each year for the last three years we have seen a decline. This downward turn followed the significant price increases three years ago, and that was followed by the initial downturn in the economy. If there are not boats here, they are not going to be buying fuel. They still come in for fuel, but we are not seeing the volume of fuel sales that we did.

Commissioner DeCarlo: We will see a downtrend to where we no longer have a waiting list.

Kirk Stickels: Presently, we don't for certain sized boats.

Commissioner DeCarlo: So we will see less income. If we start looking at raising the rates that's going to decrease interest more, so we are going to have to take a hard look at raising the rates for the permanent tenants.

Commissioner Gilbert: I think part of the problem is that we have about twenty-five boats in the bay. A lot of them came from Bainbridge. I think we have to look at getting the DNR to come in and handle this, because by being there they make other people want to be there instead of come in to pay moorage. I don't know how we do it. I know Kirk's been on them before, and still is.

Commissioner DeCarlo: We were talking about charging for dinghy space, and what I was going to say is that, if our slips are full, then we don't charge for dinghies.

Commissioner Gilbert: I don't think we are going to charge for dinghies.

Kirk Stickels: The problem is staff to monitor them. We have two people here on Saturday and Sunday, and occasionally they'll call me if they are in the middle of fueling and it is approaching four o'clock, and I'll authorize them to stay over to fuel that vessel. One is handling moorage tickets in the morning, for anywhere from one and a half to two hours, meanwhile the fuel dock is open from 9 o'clock. It wouldn't be easy for them also to be monitoring dinghies. What we have done is we are writing down any identification on the dinghy. If it stays more than 72 hours it gets tagged. If it is not moved in the next 72 hrs, we take it out to the boom sticks and tie it up. We are not dinghy storage for people in the harbor who leave their boats for weeks at a time. So it's a nudge to the people in the harbor to let them know that we are not here to be taken advantage of. I think the word is out. We are not seeing as many dinghies in here.

Commissioner Gilbert: Who has jurisdiction of the bay? Is it the DNR?

Kirk Stickels: Yes.

Greg Norbut: Interestingly, there is a movement on Bainbridge right now to establish it as a Port District.

Commissioner Gilbert: But they wouldn't have jurisdiction of the bay, just as we don't.

Greg Norbut: They would have to obtain leases from the Department of Natural Resources. I think they have a tough and slippery road to do that.

Commissioner Gilbert: There are people complaining about the number of boats in the bay.

Kirk Stickels: In a campground you pay for your campsite.

Commissioner Bockus: And we are paying for their garbage, too.

Kirk Stickels: I do not have a quick answer for you on the garbage.

B. Manager's Maintenance Report:

Kirk Stickels: 1. You may have noticed that on the four feet on the other side of the Viking House, where we are working with the City, we have painted and refreshed the fire lane area. There were a couple of trip hazards, which we've closed off. We went to the extent of fabricating our own railing. Before, the walk dropped the pedestrian right off into traffic. We have cautionary tape to put on the hand railing, and then it will be complete. 2. We had a water-break that was discovered by one of our tenants. He came and got me after hours and we repaired it. We repaired some other minor damages that occurred when people were tying up on a windy Friday

afternoon. 3. Presently, we have a boom around one of our permanent tenant's vessels. There appeared to be a release of oil or hydraulic fuel. We were not able to determine where it was coming from but we were sure that it was from his boat. I entered the boat, thinking it may be a leaking packing gland, but that was not the case. We have turned that over to the boat owner, and we are staying in contact with him. The boom is an absorbent boom, not a containment boom, and it seems to be adequate to handle it for now. 4. We are receiving, from the city, copies of Activity Event Applications. We have two now, neither of which will impact us. So we have been able to read them, and make comments, and put a signature box on the bottom and sign it. We'll get those back up to the City tomorrow.

Commissioner Gilbert: Do we get input on these, or is it just your comment and signature that will be on them?

Kirk Stickels: I'll seek input when we need input, but these didn't affect the Port. One permit application is from Arts in the Park. They bring in their own security, restrooms and garbage. In the past, they have not been an issue for us. The other one is Poulsbopalooza, and that is up at Raab Park. I want to make sure that we comment, if appropriate, as those come in, but at the very least, I will sign them and take them back up to the City.

Commissioner Bockus: This is before the permit had been issued?

Kirk Stickels: Yes. With the significantly reduced fire marshal capacities at the county level, we are trying to interject ourselves, from the safety standpoint, in the permitting process for the Third of July. Unless we know the size of the shells that they are firing, we don't know what they are requiring for the clearance area.

Commissioner Gilbert: That's not our problem, is it?

Kirk Stickels: Correct, it is out of our jurisdiction, but from a safety standpoint we have always felt somewhat obligated. Previously, we had the Poulsbo Fire Marshal, before he retired. In past years, the Port has offered slips to a safety group. In the last two years the law enforcement agencies have been here. It's been a gradual turn over to them. We are trying to get everyone together to have a safety meeting. Boaters are more challenging to the safety boats now, as to their jurisdiction. That's where I felt there was a need for real law enforcement. Now we have three tribal boats and two city boats, at the very least, and if the sheriff gets one in the water, that's another one. I've already talked to the civil safety groups, and to law enforcement, and I think there's going to be a natural turnover, so that in the afternoon when the police boats come on their will be a handover of responsibilities out there. Then, there will be a greater police presence just prior to the barge getting here. It will result in a reduction in better than fifty percent of the free slips that we have been offering to the safety groups. I have cut them down to two, and if they want to raft a boat too, then they will also pay for the rafted boat. I think this may be the last year we will see them. They started out with Seafair, and each year there's

been fewer of them. 5. Commissioner Bockus reported on the rededication of the Memorial Rock. 6. On Saturday night one of the electric boats was turned loose, and it got behind the pilings on shore beneath the restrooms. When the tide went out it ended up on its side behind the pilings. There was no product spill because it is an electric boat. I called the agencies the following morning. It was the last rental to come in that night, and there may be any number of ways it got loose. 7. Over the Memorial Day weekend we had a full house on the transient docks, whereas at Viking Fest, we had a number of slips opens. We only have one yacht club scheduled for one weekend for the month of June. So, we will be cutting down on some staffing on Mondays and Fridays. We will call in help if we have to as we monitor the traffic into the marina. 8. As we talked about at the last meeting, I put together a scope of work for the C dock ramp and landing projects. It should be included in packet on the last page. What this represents is the work we've put together at a couple of points in time. Some of the items were identified in the capitol budget. We'll begin this project next week. Carol and I think we can accomplish the project with the capitol funds we have already allotted. There are several items that will require permitting, or other governmental agency review.

Commissioner Gilbert: How much was our budget for this?

Carol Tripp: \$45,000. None of the items are paid for, but they are budgeted for. The total is \$130,569.78 with sales tax. If you include the contingency and the sales tax you are looking at that price.

Kirk Stickels: The biggest hurdle is the fish window. I will do my best to get the pilings in during the window. I have to deal, first, with the permitting and the Fish and Wildlife Agency. I've reviewed our JARPA permit, and I have a call in to the agency. Part of that discussion will be the location of the pile. Also, we are going to relocate Olympic Outdoor Sports, because there is concern by our engineer and the Department of Fish and Wildlife that they need to get off of the mud.

Carol Tripp: We also need to remember that if it is over \$35,000, then we must go into our small works roster and get another bid. The Department of Revenue is now checking that. We will have to go through the Department of Labor and Industries, Employment Security, and the Department of Revenue. The sewer connection is \$30,000, and that doesn't include sales tax. If there's any issue above that, you may be looking at over \$35,000. Thompson Pile Drivers, for example, may be providing more than one of those items, and that combined work could total more than \$35,000.

7. Public Comments –

Andrea Nix: I lived in Eagle Harbor, and I can tell you that not one of these boats out here is a person from Eagle Harbor. I lived and worked there for four years and recognize all those faces. It is nice to be able to anchor. I know the mooring charges are different everywhere. Blake Island, for instance, charges ten dollars per night.

Another fee scale I've heard of is thirty days free. The linear moorage on Bainbridge hasn't really solved the problem. The harbor looks basically the same as it did before, and *looks* where the main complaint from the residents on the south hill, as I understand it. My point is that there is a fee scale appropriate to Liberty Bay, which the DNR would determine. I just want to reiterate that, I feel fortunate to have a place to anchor my boat right now, and that the solutions and arbitration on Bainbridge have taken many years, with no solution yet.

Carol Tripp: I would like to address the Board regarding the safety boats that are supposed to be providing us with security during the Third of July activities. I've been at the Port for a number of years, and I've observed what has been going on with those boats. It is a group of about a dozen people who have gotten used to having free moorage here. I have observed them, during the festivities, being very inebriated, and once one of them actually cut their hand open and joked about making a Bloody Mary. I would like to know how the board can justify giving free moorage to this group, not only on the Third of July, but also on the days preceding it. We have to mark those slips "reserved" the day before, but essentially we are holding them open for a good part of the week, because we can't accept reservations after a certain time. How does the Board justify providing these individuals this privilege, when they are not physically capable of providing the security they have promised because they are under the influence? In the last two years I have not seen any activity out of those boats, other than rafting off of each other and having a party out there. This is valuable space they are taking.

Commissioner Bockus: I don't think we are endorsing it anymore. I think that Kirk is going to reduce those slips from six to two. In previous conversations we talked about allotting only one.

Commissioner DeCarlo: What were these boats supposed to be doing for us?

Commissioner Bockus: Patrolling the barge area to make sure boats aren't anchoring too closely. I have heard this from other people, too. It has been a party that they are planning on for the Third of July.

Kirk Stickels: It's always been a struggle right up to the last minute to organize and figure out what the exclusion zone is. It is a private committee that puts the fireworks on, which means each year I must find out who is in charge. Each year problems have been less, but it is still not without problems. Up to two years ago we did not have law enforcement support. The safety boats were our main source of maintaining a perimeter out there. It is not the Port's or the City's jurisdiction. The law enforcement support of the last two years has gotten free moorage, as well. The safety boats start at nine o'clock in the morning, shooting a line of site out for their exclusion zone. I haven't been able to get the agencies together to have a safety meeting after two weeks of trying. It would make staff's life easier to say, "no free rides".

Commissioner Gilbert: They should have a person on the barge to keep people away from that area.

Kirk Stickels: The barge arrives just before dusk. They've got a GPS location for the barge to set up, but that's it. That's when the safety officer arrives, with the barge. In the last few years I'd estimate there are three thousand boats out there where they want to put the barge.

Commissioner Gilbert: It's not our problem. We are not putting on the fireworks.

Kirk Stickels: I'm going to write a letter to the guy who is running the safety boats this year. In the last two years law enforcement has taken over the job of clearing the exclusion zone in the afternoon. The volunteer safety boats have been handing that responsibility over to them mid-day, after managing the boat traffic all morning. It has been a natural turnover, which I think works and will continue. The safety boats began working here when we had water skiers all over the place, and they have continued on.

Commissioner Bockus: What if we talked to Chief Sweeney to have him use his influence to get a sheriff in here for one night.

Kirk Stickels: The problem is whose responsibility is it? It's not the Port's or the City's. I have not been able to get the safety people together on this. I'm to the point where I say that we are done. I don't see that we need safety people on the dock.

Commissioner DeCarlo: I think we need to talk to the Mayor. She must be aware of what's going on. She needs to contact the fireworks people to have them get a hold of us and communicate with us. She knows what money they have raised, and they must have a plan for raising the additional funds, so she must know who to talk to since she knows where the money is going to be spent.

Kirk Stickels: I guess what I'm saying is, why are we involved at all, if we are not going to have the safety boats?

Commissioner DeCarlo: If we are not going to provide safety boats anymore, we have to let someone know. They are used to us providing that, and they are expecting it.

Greg Norbut: That patrol cost should be part of the permitting process.

Commissioner Bockus: The City is not the permitting agency. It is the County.

Kirk Stickels: I've got a call now to the fire marshal's office, because they are who inspects the barge and they are there when it's loaded. I have been trying to find out the size of the shells because it makes a difference in the size of the exclusion zone. I didn't know what was on the permit until just hours before the barge came. Al

Brooks is the one point of contact for the safety boats, and I will tell him that they will have to pay moorage.

Commissioner Bockus: Maybe by going through the Mayor we can get some cooperation from the County through her contacts.

Greg Norbut: What you're saying is that the City has stepped up and provided some officers to pick up the slack?

Kirk Stickels: I don't know if the Mayor has authorized that.

Commissioner DeCarlo: What we could do is reserve a couple of spots for the safety boats, which they do have to pay moorage for.

Commissioner Gilbert: We don't reserve spots on the Third of July.

Commissioner DeCarlo: This is for the safety boats.

Commissioner Gilbert: But, they are not providing safety. How big are the boats?

Kirk Stickels: Thirty-foot average. They have taken dinghies out to make sure no one anchors in the exclusion zone. They move people when they are too close.

Commissioner DeCarlo: It sounds like they were doing some safety work out there.

Kirk Stickels: Yes, they were.

Commissioner Bockus: What do you recommend that we do?

Kirk Stickels: Find out who the committee is. Get the Mayor to put me in contact with whomever is drawing the permitting. That's what I need.

Commissioner DeCarlo: I'll call the Mayor in the morning, and then Kirk can go with me to meet her.

Kirk Stickels: Meanwhile, we'll contact the safety boats, and let them know they will have to pay moorage.

8. Commissioner Comments –

Commissioner DeCarlo: I have one other comment regarding the City Council meeting last night. Years ago they used to have that Norse festival at Port Gamble. Ed Stern brought up that he would like to get them back here again. One of the reasons they moved is that the City had a policy that people couldn't camp overnight. They have valuable equipment that they want to stay near all night to


protect. It looks like they are going to try to get them to come back again.

PORT OF POULSBO BOARD MEETING FOR MAY 5, 2011 ADJOURNED AT 9:30PM


COMMISSIONER BOCKUS


COMMISSIONER GILBERT


COMMISSIONER DECARLO


PORT SECRETARY ANDREA NIX



PORT OF POULSBO

PAYMENT VOUCHER

Post Office Box 732
Poulsbo, WA 98370

Kitsap County, WA

June 17, 2011

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

\$39,347.49

and from the General Fund, this 17th day of June 2011.

Antonio DeCarlo, Commissioner

Glenn E. Gilbert, Commissioner

Arnold Bockus, Commissioner

ATTEST:

Andrea Nix, Recording Secretary

Voucher #	Claimant	Amount
10833	Alpine Products, Inc	63.70
10834	Associated Petroleum Products, Inc.	13,383.53
10835	AT & T	68.83
10836	Bainbridge Disposal Inc.	107.76
10837	Cabela's Mktg & Brand Mgmt Inc.	233.93
10838	Cass/Cade Distributing, Inc.	131.08
10839	Coast & Harbor Engineering	3,707.04
10840	Coast to Coast Hardware	139.98
10841	DSC, Inc.	67.14
10842	Fire One, Inc.	105.00
10843	Home Depot	381.82
10844	James Lumber & Ace Hardware	104.27
10845	Olympic Springs, Inc.	10.81
10846	Regence Blueshield	10,470.26
10847	Sound Publishing, Inc.	400.00
10848	Kitsap Sun	38.75
10849	City of Poulsbo	1,705.12
10850	Brian Bonifaci	131.04
10851	Stephen Tate	196.99
10852	CenturyLink	489.18
10853	WA State Dept of Revenue	5,455.67
10854	Puget Sound Energy	1,588.14
10855	Gary Foster	367.45
TOTAL		\$39,347.49

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

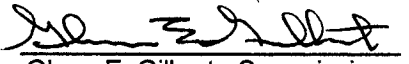
Post Office Box 732
Poulsbo, WA 98370

Kitsap County, WA

June 10, 2011

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 \$8,719.93 and from the General Fund, this 10th day of June 2011.


Antonio DeCarlo, Commissioner


Glenn E. Gilbert, Commissioner



Arnold Bockus, Commissioner

ATTEST:


Andrea Nix, Recording Secretary

Voucher #	Claimant	Amount
P10386	Kirk Stickels	\$1,394.82
P10387	Richard Stice	\$1,485.15
P10388	Brady Miller	\$1,140.85
P10389	Jannese Petersen	\$1,045.25
P10390	Carol Tripp	\$1,617.89
P10391	Melanie Winnett	\$1,106.45
P10392	Charles Schmidt	\$534.16
P10393	Jonathan Davis	\$395.36
TOTAL		\$8,719.93

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

~~~DIRECT DEPOSIT ADVICES~~~


PORT OF POULSBO

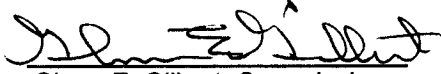
PAYMENT VOUCHER

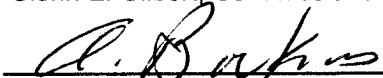
Post Office Box 732  
Poulsbo, WA 98370

Kitsap County, WA June 10, 2011

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 \$2,707.54 and from the General Fund, this 10th day of June 2011.

  
Antonio DeCarlo, Commissioner

  
Glenn E. Gilbert, Commissioner


  
Arnold Bockus, Commissioner

ATTEST:

  
Andrea Nix, Recording Secretary

| Voucher #    | Claimant                    | Amount     |
|--------------|-----------------------------|------------|
| ACH 06/10/11 | US Treasury/Financial Agent | \$2,707.54 |
|              | TOTAL                       | \$2,707.54 |

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

--- ACH ---