

Port of Shelton
Regular Commission Meeting Minutes
March 21, 2017

I. CALL TO ORDER

Commissioner Taylor called to order the meeting of the Port of the Shelton Commission at 2:00PM on March 21, 2017.

The following persons were present: Commissioner Buck, Commissioner Patterson, Wendy Smith, Executive Director; Jan T. Fancher, CPA and Port Auditor; Patrick Vasicek, P.E., Art Anderson & Associates; Julie Nichols, SHARC; Dedrick Allen, Mason Web TV.

II. PLEDGE OF ALLEGIANCE

Commissioner Taylor led the Pledge of Allegiance.

III. PUBLIC COMMENT

Julie Nichols – Shelton Health and Recreation Center (SHARC)
Julie announced that the Board of the South Sound YMCA voted to commission a study to form a YMCA in the South Mason County area. She gave some of the history of the work that has been accomplished over the last two years with the SHARC committee. The timeline is typically 3 to 5 years depending on the scope of the project. Several jurisdictions have already written letters of support for the project and she would appreciate if the Port Commission might entertain that as well.

IV. ADOPT AGENDA

Agenda was adopted as presented.

V. APPROVE MEETING MINUTES

Meeting Minutes from March 7, 2017 were adopted as presented.

VI. CHECK CONTROL REPORT

Commissioner Patterson reported that Checks #28081-28114 in the amount of \$68,013.19 have been approved and accepted as presented.

VII. ACTION/DISCUSSION ITEMS

A) Lease Addendum Renewal - Action

This renewal is for the Mason County Sportsman's Association for an additional five years. The addendum added the annual 2.5% increase as well as changed the septic pumping from every three years to every five years based on the limited use of the tenant. Commissioner Patterson made a motion to approve lease addendum 3 with the Mason County Sportsman's Association. Commissioner Buck seconded the motion.

The Vote:

Commissioner Taylor – In Favor

Commissioner Buck – In Favor

Commissioner Patterson – In Favor

Motion Carries.

B) Marina Engineering Update – Presentation – Patrick R. Vasicek, P.E. Art Anderson & Associates

Executive Director Smith explained the budgeted amount for engineering at the marina was much less than the outlined tasks of work proposed by the engineer. Much of this is due to

the limited scope of engineering for south dock and not the entire future potential of the marina. Director Smith introduced Patrick who gave an explanation to their proposed tasks #2 and #3 for work to include alternative approaches to the replacement for the south dock, construction design documents for the preferred design, future design work on the rest of the marina and provide funding for future marina projects by including a grant writer in the proposal. He shared the long term goals are to improve the strategic vision for the marina, so that it can become a self-sustaining and viable entity of the Port.

VIII. STAFF COMMENTS

Director Smith announced the Port had again been successful at obtaining CERB funds in partnership with Lynch Creek Farm. This includes \$300,000 in grant funding plus an additional \$300,000 in low interest loan funding that will be paid back by the current tenant. Director Smith also announced that the WPPA has started to hold annual Commissioner Seminars and so this year there will be one on July 24 & 25 @ Alderbrook. The hearing has been set by the City of Shelton on the annexation of the marina for April 17. Director Smith will get back to the board on the time for that meeting.

IX. PUBLIC COMMENTS

None

X. COMMISSIONER COMMENTS

Commissioner Taylor thanked Jule for the update on the YMCA and proposed that he and Director Smith draft a letter of support for their project. Commissioner Buck said she was going to attend an updated FEMA map meeting in Belfair more for her business but would bring back any useful information as related to the Port.

XI. ADJOURNMENT

With no additional business **Commissioner Taylor** adjourned the meeting of the **Port of Shelton Commission at 2:49PM.**

Minutes submitted by: Wendy Smith, Executive Director

Minutes approved by: Commission Chairman Taylor



Minutes approved by: Commissioner Buck



Minutes approved by: Commissioner Patterson

