

*Present:* Commissioner Jon Davies; Members Steve Tessmer, Tammy Lakey, Josh Sceva, Lance Staughton; from staff, Michael McElwee and Mellissa Halseth

*Absent:* None

Commissioner Davies called the meeting to order at 8:00 a.m.

1. *Additions to Agenda:* Bill Fashing, Moorage Tenant asked to speak about the marina gate, which has come loose from the asphalt. Staff will look into a more permanent repair. Fashing also requested that the door to the large Men's restroom be replaced or repaired because it is very hard to open.

2. *Approve Minutes of June 11, 2013 Meeting:* Approved

3. *Marina Electrical Update:*

- The pedestals are currently being installed. Mellissa Halseth, Marina Manager has sent notice to tenants that proper marine grade electrical cords will be required when the new power is on. Staff can order new cords for tenants if requested. There are a few minor change orders anticipated, but one large one to re-hang the existing water line. Tessmer suggested replacing it with Wersbo.

4. *Boathouse Lease Term Sheet:*

- The committee came to a consensus for the Port's definition of a boathouse and this will be included in the Term Sheet. Consensus was to grandfather in current tenant square footage but to include a maximum length in future leases. The committee will research appropriate length and height restrictions to be included in the term sheet. The committee will discuss design guidelines at the next meeting in August. Staff will continue working with Flowing Solutions to prepare a checklist of maintenance standards for the boathouses. Staff will inquire with DEQ regarding discharging gray water/black water in the Marina. The committee has suggested that the boathouses be charged differently than in past years. Staff will request financial assumptions from Fred Kowell, Finance Manager to determine what that rate should be. There was consensus that the Port should make the same profit after all expenses as C-Dock South. The term sheet will go back to the Commission August 20 to request approval.

5. *Boathouse Dock Re-use/Disposal:*

- Staff will inventory the existing floats and get an estimate of value.

6. *Next Meeting:* Tuesday, August 13, 2013 at 8:00 a.m.

- Agenda Items:
  - Design Guidelines for Boathouses

9. *Adjourn:* McElwee adjourned the meeting at 9:35 a.m.