

Port of Tahuya  
P.O.Box 90  
Tahuya, WA 98588

The July 17, 2003 meeting was called to order at 7:30 pm.  
Comm. Gilbert introduced all 3 commissioners to a large group.  
It was MSA to approve the June meeting minutes.

The following vouchers were approved for payment:

2003-27	Hough, Beck & Baird- consultants.....	\$2,222.05
2003-28	M.C. Auditor- quarterly warrants & envelopes	15.80
2003-29	Comm.Comp.- Olsen.....	70.00
2003-30	" " Gilbert.....	70.00
2003-31	" " Hill.....	70.00

The Financial Report was read and approved.

#### Old BUSINESS:

The Menards Landing sign still needs repainted. Comm. Gilbert will take care of it.

Still no response from Lori Price the DNR lease manager about the ports expired lease.

No new news from the B & CPOA. Linda Sollars the president asked to be on the Aug. agenda to discuss dredging the channel where our hand launch is located.

#### New BUSINESS:

Comm. Olsen shared a WPPA article about increased grant funds available due to the increase in the gas tax.

Comm. Hill had a public disclosure statement from the Auditors office for updating- but it was missing every other page. She will have a full copy for next months meeting.. Also it is annual reporttime again.

No other new business at this time.

Colie Hough Beck the consultant gave a rundown to the audience on all the work done to date on the draft access plan. Explaining that all the projects listed are conceptual. The plan is to serve as a policy framework to guide the commissioners in the establishment of parks, recreation and public access facilities for the future. A survey conducted at Tahuya Day 2002 was used to determine program priorities. 301 surveys were collected. The proposals outlined represent the ideas developed during the workshop and open house sessions and survey results. The plan would meet GMA requirements and is a tool that must be on file with the state for the port to be eligible for IAC grant funding. Adoption of this plan does not commit the Port of Tahuya to any of these projects. The DNS and SEPA process were explained.

Comm. Olsen informed the audience that all all comments on the DNS and SEPA must be received in writing to be considered by July 25th, 2003. Addressed to Cynthia Olsen the responsible official, at the Port of Tahuya, P.O.Box 90, Tahuya WA, 98588.

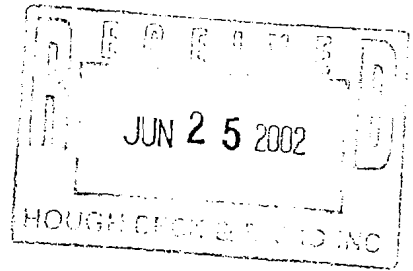
The meeting was opened for discussion.

Many in the audience were under the impression that the conceptual projects in the draft plan were a done deal and criticized the plan and expressed wishes not to proceed.

Brad Carey and others asked for a new survey, claiming bias. much of the same discussion followed.

It was MSA to adjourn at 9:30 pm.

2002-24



\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
**Hough Beck  
& Baird Inc.**  
LANDSCAPE ARCHITECTURE  
PLANNING  
URBAN DESIGN

June 11, 2002

Port of Tahuya  
P.O. Box 90  
Tahuya, Washington 98588

Re: Port of Tahuya Public Access Plan

**This Letter Agreement**

made this 19<sup>th</sup> day of June, 2002, by and between Hough Beck & Baird Inc., 1000 Lenora Street, Suite 516, Seattle, Washington 98121, (206) 682-3051, and the Port of Tahuya. This project is located in Mason County, Washington.

**Witness**

that Hough Beck & Baird Inc. and the Port of Tahuya agree as follows:

**1. Scope of Services**

Provide Planning Services for the Port of Tahuya Public Access Plan as defined in the attached HB&B letter proposal dated January 16, 2002.

**2. Compensation**

Hough Beck & Baird agrees to perform the above services on a time and expenses basis with a design fee of \$8,950.00, as defined in the attached HB&B letter proposal dated January 16, 2002.

Our proposed hourly rates for additional work and the work described above are as follows:

Colie Hough-Beck	\$ 75.00/hour
Tom Beckwith	\$ 115.00/hour
Support Administrative Services	\$ 49.00/hour

All out-of-pocket reproduction, printing, photo and other project related costs incurred by Hough Beck & Baird Inc. or on behalf of the Port of Tahuya (billed at Cost) are included in the above design fee.

**3. Method of Payment**

The Port of Tahuya agrees to pay Hough Beck & Baird Inc. as follows:

The Port of Tahuya shall pay Hough Beck & Baird within forty (40) days of the date of invoice for all time and expenses reflected on such invoice.

**4. Insurance**

Hough Beck & Baird Inc. shall secure and maintain in force throughout the duration of this contract comprehensive general liability insurance, with a minimum coverage of \$1,000,000 per occurrence and \$1,000,000 aggregate for personal injury; and \$1,000,000 per occurrence/aggregate for property damage and professional liability insurance in the amount of \$1,000,000.

**5. Time for Completion**

In signing this Agreement, the Port of Tahuya grants Hough Beck & Baird Inc. specific authorization to proceed with the work described in "Scope of Services." That work shall be completed by December 31, 2002.

**6. Changes**

Either party may request changes in the Scope of Services, Meetings, Products, Schedules or other feature of this Agreement. Such changes shall be effective when mutually agreed upon and incorporated by written amendment to this Agreement signed by each of the parties hereto. No request for a change shall alter any payment obligation under this Agreement until and unless the parties agree to such alteration in writing.

**7. Termination of Contract**

This Agreement may be terminated by either party upon ten (10) days written notice served on the other by registered mail. In such case, Hough Beck & Baird Inc. shall be compensated by the Port of Tahuya for all work performed and committed to subcontractors and for all expenses incurred to the date of termination.

**8. Disputes**

Hough Beck & Baird Inc. and the Port of Tahuya agree that this Agreement shall be governed by the laws of the State of Washington. The prevailing party of any dispute arising out of or in connection with this Agreement shall be entitled to reasonable attorney's fees and all expenses incurred in connection with the dispute.

**9. Assignability**

This agreement shall not be assigned or transferred by Hough Beck & Baird Inc. without the prior written consent of the Port of Tahuya.

**10. Witness**

the parties hereto have executed this Agreement as of the date written above.

**HOUGH BECK & BAIRD INC.**

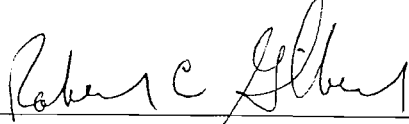


Colie Hough-Beck, ASLA  
President

6-11-02

Date

**THE PORT OF TAHUYA**

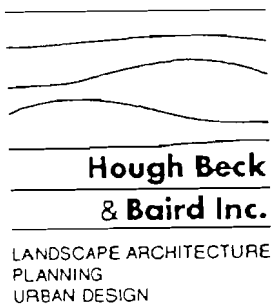


Signature

6-18-02

Date

attachment: Letter dated January 16, 2002



# Additional Services Memorandum

Requested by: Hough Beck & Baird Inc.

Date: March 19, 2003

Client: Port of Tahuya

Project #: 2002-24

Project: Public Access Plan

### Description of Additional Services:

Prepare Environmental Checklist (8 hrs.).....	\$ 600.00
Assist Port with SEPA Process & Notices (8 hrs.) .....	\$ 600.00
Coordinate SEPA Process with DOE (6 hrs.).....	\$ 450.00
Prepare for & Attend Three (3) Port Meetings (2 hrs.) .....	\$ 450.00
Assist with SEPA & Plan Notice of Action* (8 hrs.) .....	\$ 600.00
Clerical Assistance (4 hrs.).....	\$ 204.00
Expenses / Printing (Billed at Cost).....	\$ 50.00
TOTAL.....	\$ 2,954.00

\*This scope assumes no appeals.

Port is responsible for mailing notices and advertising decisions in required publications, such as newspapers.

Additional Services Fee: \$2,954.00

New Total Contract Amount: \$11,904.00

Extend Contract Completion Date to: August 29, 2003

The above request for additional services is beyond the existing scope of tasks as described in our agreement dated **June 19, 2002**. If you have any questions or need clarification regarding the above requested additional services, please call.

THANK YOU.

Approved By:

*Brenda Sythia*  
*Cathie Olsen*

*Comm DIST II*

*Dist III*

*3-19-03*

Client's Authorized Signature

Title

Date:

Port of Tahuya  
P.O.Box 90  
Tahuya, WA 98588

Special Meeting

The meeting was called to order at 7:00pm July 23rd, 2003.

The special meeting was called by Chairman Gilbert to discuss and vote on a request from a Tahuya citizen for a poll of the Port of Tahuya service area property owners on the Port of Tahuya proposed Public access Plan.

Norton Young wanted it noted that it was many citizens.

Argument ensued about the meeting start time.

Brad carey wanted to read a letter into the minutes. Comm. Gilbert said that was not what we are here for tonight.

A question from the audience asked what the poll was? Comm. Gilbert explained that the port had solicited people at the 2002 Tahuya day celebration to fill out survey forms for ideas and comments as to what they would like to see from the Port of tahuya in the future.

Comm. Gilbert asked for a motion on the request for another poll on the Public Access Draft Plan. It was MSA by the 3 comm. to have no new survey.

Due to much unruliness in the audience it was MSA to adjourn the meeting at 7:08 pm.