

# MARINA COMMITTEE MEETING MINUTES

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Location:	CBHA Clubhouse
Date:	January 14th, 2026
Time:	1800 hours (6 pm)

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## AGENDA DETAILS

### I. FLAG SALUTE

### II. INTRODUCTIONS

Please sign the attendance sheet

### III. MEMBER FEEDBACK

New issues or concerns presented to the committee

### IV. OLD BUSINESS

Unresolved issues from the last meeting

- A. Sea Lions – we have had nearly a month without more than one or two Sea Lions on the B Docks. None were there after about December 15<sup>th</sup>.
- B. Fabrication of Finger “braces” and Sea Lion “bull rails” barriers was nearing completion and installation is in progress.

1. Marina Log Boom Project Status
  - A. Permitting still IN PROGRESS
    - i) WDFW and Corp of Engineers permit revisions are APPROVED.
    - ii) Thurston County Planning did not get our permit posted for public comment back in November. Instead, they will issue an “Emergency Authorization” letter to allow work on the Log Boom. I expect it the week of January 20<sup>th</sup>.
    - iii) Marina dive survey to determine the scope of any necessary piling work was done on Sunday, 1/18/2026. Per a verbal report from the diver, substantial piling work is NOT required below the low tide line, but there are a few pilings with visible damage (above the low tide line) that we are obligated to repair per our lease according to our DNR Aquatic Lands Custodian.
    - iv) In the discussion (with our DNR Aquatic Lands Custodian - Kristin Miller), DNR stated that emergency permits DO NOT allow ANY piling work. DNR also reminded me that the CBHA lease requires ALL creosote treated pilings to be removed from the marina by 2030.
    - v) The marina has the following pilings:
      - 26 creosote pilings supporting the Log Boom that will need to be replaced.
      - A Dock has 6 creosote pilings that will need to be replaced and 3 steel pilings that will not need to be replaced.
      - B Dock has 9 creosote pilings that will need to be replaced.
      - The pier has 8 Chemonite treated wood pilings that will not need to be replaced.
      - The guest dock has 6 steel pilings that will not need to be replaced.

- vi) This new information may affect the near and long term strategy we take with the marina and log boom since these permits take up to 2 years for approval, and piling work is very expensive.
- vii) Marina Trustee will start to get bids, proposals and logistics for these issues as directed by the Board.

2. Marina Rules & Regulations & Lease Updates

- A. Marina Member input requested at the Marina Committee and for the Community Member Forum in January or February. See page 2 for November comments.

## **V. NEW BUSINESS**

- 1. December Marina Inspection
- 2. Electrical work to complete marina lighting, and new contract repair sea lion damage to lighting and electrical system.

## **VI. CONCLUSION**

Next Meeting - Wednesday, February 11th, 2026

### **Marina Rules & Regulations & Lease Updates Agreed Upon at the November Marina Committee Meeting**

- A. Changes to Marina Rules and Regulations
  - i) Fix typo for boat width to read 9-foot beam maximum for B Dock.  
NOTE: Maximum beam is not applicable for A Dock at this time because of the spacing on the new fingers. The vessel length will be limiting (21 feet overall).
  - ii) Add details for lease violations and marina issue resolution.
  - iii) Clarify the Waiting List process.
    - 1) Submit a partially completed lease form to be added to the wait list.
    - 2) Allow the person at the top of the wait list 1 refusal before bumping them to the bottom of the list.
- b) Changes to Lease Forms
  - i) Increase font size to enhance readability
  - ii) Clarify lease terms and add relevant Rules and Regulation.
  - iii) Add *No Refueling in the Marina* based on the requirements from the current Rules, and DNR Marina Lease.
  - iv) Clarify how boats will be measured.
    - 1) Measure full length of boats as follows: measure from the tip of the bow, bow anchor or bow pulpit to the end - with the outdrive, outboard or kicker

raised, whichever is longer. Measure the full beam width at the widest point.

NOTE: the reason for measuring the maximum length is to ensure slip holders can avoid hitting projecting mechanical components on other boats when they are entering and leaving their slips. This is particularly important in the heavy winds and current we can experience in the marina. This rule also prevents long bow overhang from obstructing marina walkways.

FUNCTION:

Marina Committee

MEETING DATE:

January 14<sup>th</sup>, 2026 @ 1800 hrs

FACILITATOR:

Vern Jensen

LOCATION:

CBHA Clubhouse

NAME

PHONE

EMAIL

Vern Jensen

707-443-7826

VernJensen@outlook.com

Chuck Thrap

Home 360 366-8311  
360 790-2179

Home 360 790-2179  
Chuck.Thrap@8mail.com



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Carlyon Beach Homeowners Association Marina Services & Piling Layout 1-19-2026

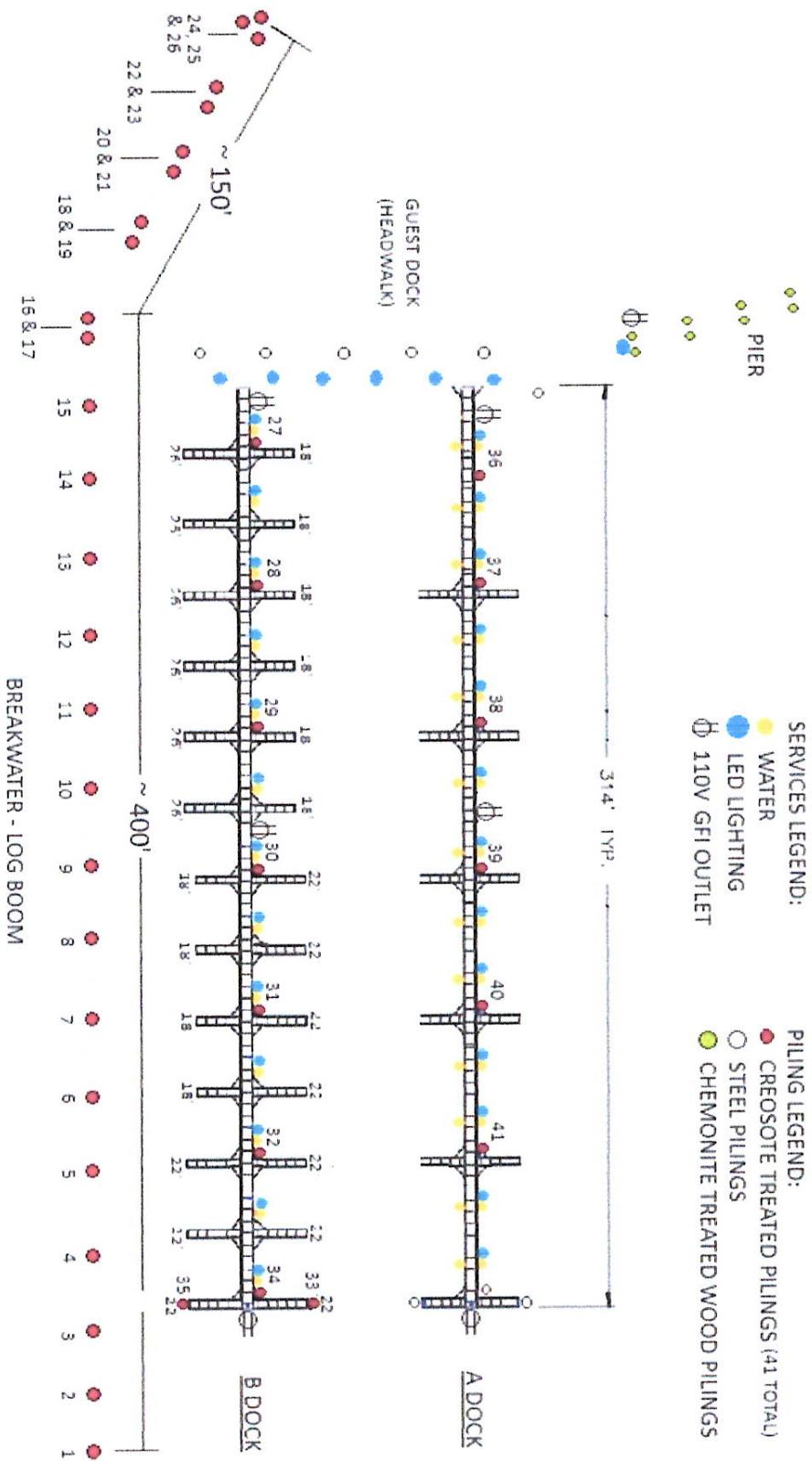
Scale: NOT TO SCALE

S/T/R: 33/20N/02W

Lat/ Long: 47.18118° N, 122.93758° E

Corps Reference #: NWS-2023-636

PLAN VIEW: CARLTON BEACH HOMEOWNERS ASSOCIATION MARINA SERVICE & PLENG LAYOUT (VERSION 1-19-2026)



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# PROPOSAL

5411 63rd Ave NE  
Olympia, WA 98516-9504  
253-572-3704  
andy@dfelectric.net  
DFELEI\*010D9

TO: Carlyon Beach Marina  
2719 Island Beach Dr. NW  
Olympia, WA 98502  
Attn: Vern Jensen

PHONE: (707) 443-7896  
FAX:  
CELL: (707) 443-7896  
EMAIL: [vern.jensen@outlook.com](mailto:vern.jensen@outlook.com)

PROPOSAL #: **25- 7221**

**CARLYON BEACH MARINA -REPAIRS**

DATE: 12/13/2025  
JOB: Carlyon Beach Marina  
2719 Island Beach Dr. NW  
Olympia, WA 98502

We hereby submit specifications and estimates for:

A) Provide and install new electrical wiring as per specifications.  
B) **INCLUSIONS (Cost includes):**

		Cost breakdown:
1 )	<b>REPLACE DAMAGED BOLLARD LIGHTS:</b>	<i>✓✓ 12/18/25</i>
2 )	Disconnect and dispose of eight (8) damaged Eaton Mariner light bollards.	\$3,306.00
3 )	Provide and install eight (8) new Eaton Mariner light bollards (tie to existing circuitry).	
4 )	Replace or repair any damaged treated blocking where necessary.	
5 )	<b>REPAIR "ARLINGTON" RECEPTACLE POSTS:</b>	<i>✓✓ 12/18/25</i>
6 )	Replace two (2) damaged GFCI receptacles that were damaged by being submerged in water (rest of post is fine).	\$225.00
7 )	Replace or repair any damaged treated blocking where necessary.	
8 )	<b>CUT-OFF SWITCH AT A-DOCK:</b>	<i>✓✓ 12/18/25</i>
9 )	Provide and install one (1) 2-pole cut-off switch in first existing "Arlington" pedestal post at start of A-dock.	
10 )	Provide and install one (1) new in-use switch cover.	
11 )	This cut-off switch is designed to shut off power on all light bollards and Arlington pedestals that are "down stream" from new cut-off switch.	\$325.00
12 )		
13 )	<b>CUT-OFF SWITCH AT B-DOCK:</b>	<i>✓✓ 12/18/25</i>
14 )	Provide and install one (1) 2-pole cut-off switch in first existing "Arlington" pedestal post at start of B-dock.	
15 )	Provide and install one (1) new in-use switch cover.	
16 )	This cut-off switch is designed to shut off power on all light bollards and Arlington pedestals that are "down stream" from new cut-off switch.	
17 )		\$325.00

C) **EXCLUSIONS (Cost does not include):**

1 ) Any new wiring (tie to existing only).

WE PROPOSE hereby to furnish material and labor - complete and accordance with above specifications, for the sum of:

Total cost depends on which options are chosen.

**\$4181.00** (Plus any applicable taxes) *✓✓ 12/18/25*

Payment to be made as follows:

**Balance due upon completion.**

If invoice is not paid within 30 days, interest shall accrue at the rate of 1.5% per month.

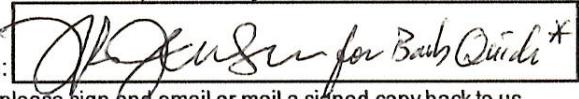
10/2

Authorized Signature: 

Note: This proposal may be withdrawn by us if not accepted within 30 days. Price subject to change if not accepted within 45 days.

ACCEPTANCE OF PROPOSAL - The above prices, specifications, and conditions are satisfactory and are hereby accepted.

You are authorized to do the work as specified. Payment will be made as outlined above.

Authorized Signature: 

Date:

12/18/2025

If proposal is accepted, please sign and email or mail a signed copy back to us.

\* per delegation by CBA Board President

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