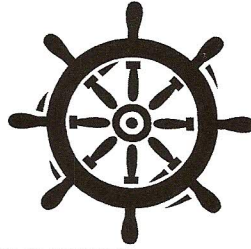


PORT OF ILLAHEE
2016 MEETING MINUTES



THE PORT OF ILLAHEE OF KITSAP COUNTY REGULAR MEETING.

SCHEDULED FOR THE SECOND WEDNESDAY OF THE MONTH

MEETING DATE: WEDNESDAY, JANUARY 13, 2016

MEETING TIME: 5:00 PM

**LOCATION: 5500 ILLAHEE RD
BREMERTON, WA 98311**

COMMISSIONERS PRESENT: All

COMMUNITY MEMBERS PRESENT: Roy Barton

- (1) THE MINUTES OF THE PREVIOUS REGULAR MEETING WERE READ AND APPROVED AS WRITTEN.**
- (2) VOUCHERS WERE AUDITED AND CERTIFIED BY THE AUDITING OFFICER AS REQUIRED BY: RCW 42.24.080.**
- (3) EXPENSE REIMBURSEMENT CLAIMS HAVE BEEN CERTIFIED AND RECORDED ON A LISTING WHICH HAS BEEN MADE AVAILABLE TO THE BOARD, AS REQUIRED BY RCW 42.24.090.**
- (4) GENERAL FUNDS VOUCHERS: #3657 THROUGH # 3665
APPROVED TO PAY VOUCHERS FOR A TOTAL OF: \$3,570.72**
- (5) TREASURE REPORT: As of 1/15/2016 General Fund: \$122,209.77
Investments: \$310.265.21**
- (6) COMMISSIONER'S REPORTS:**
 1. Commissioner Aho presented his view of the "State of the Port" (attached)
 - 2.
 - 3.
- (7) DOCK MANAGER'S REPORT:**
 - 1.
 - 2.
 - 3.

(8) COMMUNITY INPUT

1. Roy wanted to know why the Port did not use the MRSC roster for work. It was explained to him the Port uses the small works roster developed by the Port of Silverdale.
- 2.
- 3.

(9) UNFINISHED BUSINESS:

1. Illahee day: Planned for August 13, 2016, 100 year anniversary of the Illahee Community
2. Illahee store: Deteriorating facility, restart options investigation? Commissioner Aho will check
3. 5500 Illahee Rd: Update on leak, cost to rent, ADA issue. Asbestos issues next meeting
4. 5560 Ocean View Blvd:
5. Comprehensive Plan: Review mark-ups. RCO webinar 2/17, recreation?, contact grant writer? Next meeting
6. MT Illahee outfall issues: Changes incorporated into drawings, requesting lessons learned mtg.
7. Web page: Laurie says she will post and help with the transition to a new system, temp website up
8. ADA Adhoc Committee: Rethinking moving this item to the Comp Plan
9. Official Correspondence and Public Records Policy

(10) NEW BUSINESS:

1. Election 2016 positions: Website/Public Records Officer/Auditor Commissioner Aho; Dock Mgr Commissioner Magill; Secretary/Treasurer Commissioner Schaefer
2. Commissioner Aho made a motion that the extra duties assumed by Commissioners be paid at the stipend rate rather than the current fixed rate of \$100 and that a Website/Public Records Officer duty position be added and also compensated at the stipend rate. Seconded, discussed, and approved.
- 3.

(11) PUBLIC QUESTIONS:


- 1.
- 2.

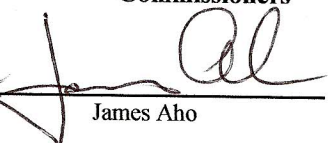
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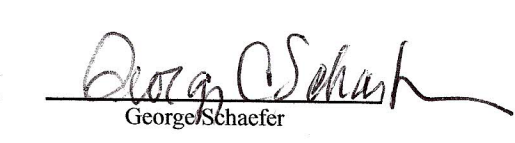
Next scheduled meeting: February 10, 2016 @ 5:00pm

Next All Ports meeting: January 25, 2016 @ 6:30pm Port of Brownsville

Commissioners


Cassie Magill


James Aho


George Schaefer

My Assessment of the State of the Port of Illahee

(Submitted for the record by Commissioner Aho and has not been approved by the other Port of Illahee Commissioners.)

2016

General Information

- ∴ Illahee is a small Port, one of 12 in Kitsap County. Some nearby ports are county wide such as the Port of Port Townsend (Jefferson County) and the Port of Port Angeles (Clallam County) .
- ∴ How Small? The Port of Illahee district covers less than 3 square miles, or roughly 1800 acres.
 - Commercial zoned properties amount for approximately 120 acres (7% of district)
 - Illahee State Park and the Illahee Preserve (which includes Rolling Hills Golf Course) represent roughly 550 acres, with another roughly 25 acres targeted for acquisition or easements, which totals approximately 580 acres or (32% of district)
 - Residential zoning accounts for the remaining acreage or approximately 1100 acres (61% of district)
- ∴ There were 2,940 registered to vote in the 2015 elections and 973 voted or 33% of the electorate. Port Proposition #1 passed with 75.7% voting for eliminating commissioner districts, and 24.3% against, which means in the 2017 election port commissioners will no longer be elected by separate districts, but instead be elected at-large. FYI -- The 2015 election cost to the Port was \$1,179.09 .
- ∴ The Port taxing rate was increased by \$27,646 in 2011 (Resolution 2011-02) resulting in yearly tax revenues to the Port in the amount of \$79,646 beginning in 2012. This equates to rate of 0.184209 per \$1000 of assessed valuation in 2014, and varies slightly as assessed valuations change each year .
- ∴ Property owned by the Port includes:
 - The Illahee dock, but not the tide lands, which are owned by the State of Washington Department of Natural Resources and are leased at no cost to the Port of Illahee, as long as the Port does not charge for dock or float usage.
 - 5500 Illahee Road residence located immediately north of the county right-of-way leading to the dock. The right-of-way is listed as county property and extends from Illahee Road to the base of the dock, but is maintained by the Port of Illahee.
 - 5560 Ocean View Blvd residence, which was previously used as the Port office and meeting facility until the 5500 Illahee Road residence was purchased

- ∴ The Port does have an investment fund that is maintained by Kitsap County. The current amount in the fund at the end of 2015 is \$310,068.75.

Port Responsibilities - Economic Development

- ∴ **Evolving Expansion of Port Powers** Port rail and water transportation were the "economic development" interests in 1911 when port districts were first authorized. Since then the legislature has expanded port powers in many different areas with the emphasis on activities that promote economic development. The selected RCWs below are considered applicable to the Port of Iliahee and came from Port of Silverdale attorney Phil Best .
- ∴ **RCW 53.08.010 - Acquisition of property** A port district may acquire ... all lands, property, property rights, leaseholds, or easements necessary for its purposes and may exercise the right of eminent domain ... and may levy and collect assessments upon property for the payment of all damages and compensation in carrying out its purposes ...
 - ∴ **RCW 53.08.060 -Improvement of waters and waterways** A district may improve navigable and nonnavigable waters within the district and improve any water, watercourses, bays, lakes or streams, whether navigable or otherwise, flowing through or located within the district .
 - ∴ **RCW 53.08.160 - Studies, promotion of facilities** Port districts may initiate and carryon necessary studies, investigations and surveys required for proper development, improvement and utilization of all port properties, utilities and facilities, and for industrial development within the district carried out by public agency, institution, or body for a public purpose - and for the proper promotion, advertising, improvement and development of such port properties, utilities and facilities .
 - ∴ **RCW 53.08.245 - Economic development programs authorized** It shall be the public purpose for all port districts to engage in economic development programs. In addition, port districts may contract with nonprofit corporations in furtherance of this and other acts relating to economic development .
 - ∴ **RCW 53.08.260 - Park and recreation facilities** Port district may construct, improve, maintain, and operate public park and recreation facilities when such facilities are necessary to more fully utilize boat landings, harbors, wharves and piers, air, land, and water passenger and transfer terminals, waterways, and other port facilities authorized by law pursuant to the port's comprehensive plan of harbor improvements and industrial development.
 - ∴ **RCW 39.33.060 - Transfer of property or use for park & recreational purposes** Any government unit (including port districts) may convey its real or personal property to, or contract for its use by, the county or park and recreation district for park or recreational purposes, by private negotiation and upon such terms and with such consideration as might be mutually agreed to by such governmental unit (port district) the board of county commissioners.

Brief Port of Illahee History to Show Later Involvement Besides Dock Maintenance

- ∴ Port of Illahee was established in 1922 when local commerce was via the Illahee Dock and before there were any reliable roads to the area .
- ∴ When road access to Illahee was established in 1930's commerce use decreased except for a still active Mosquito Fleet .
- ∴ During WWII began the dock was temporarily taken over by the Navy who made substantial improvements .
- ∴ Following WWII the dock reverted back to being a recreational facility until the present .
- ∴ In the 1980's the Port initiated salmon enhancement project on Illahee Creek and later with pens at the Illahee dock. The incubation project on the creek was terminated when sediment problems in the creek fouled the salmon incubation tanks .
- ∴ In early 2007 the Port applied for and was successful in obtaining a Department of Ecology Centennial Clean Water grant to study the Illahee Creek watershed and determine measures needed to correct the sedimentation problems plaguing the creek and depositing excessive amounts of sediment out into Port Orchard Bay which in turn was decreasing the available draft of the floats at the Illahee Dock .
- ∴ In 2010 the Port/DOE grant produced the film "Illahee - Saving Puget Sound One Watershed at a Time", with a subtitle "An inspirational story of a community's effort to preserve and restore a forest, a salmon stream and Puget Sound". The film highlighted the sedimentation problems and resulted in subsequent grants obtained by Kitsap County to begin correcting the problems .
- ∴ In 2010 the Port approved a Comprehensive Plan to allow for the purchase recreation facilities and other properties, with some to be part of the Illahee Preserve. The Port at the same time submitted a preliminary application to the Recreation and Conservation Office (RCO) to be considered for a grant to help obtain the identified properties. After several public meetings the Port determined it did not have substantial support from those attending the meetings and abandoned its efforts .
- ∴ In 2015 the Port resolved the instability of the dock caused by rotting and missing piling braces by hiring Trikar Services, LLC to install the required cross bracing identified in several earlier dock surveys.

Previously Discussed Possible Projects for 2016

- ∴ Establish the ADA Access Committee as proposed by Resolution 2015-2 .
- ∴ Update the Port of Illahee website
- ∴ Complete the cross bracing on the dock .
- ∴ Develop an updated or new Comprehensive Scheme of Harbor Improvements, also referred to as a Comprehensive Plan .
- ∴ Ensure all Port of Illahee official documents are posted on the website .
- ∴ Select a Public Records Officer to enter documents and respond to requests when the website is completed.

Recommendations:

- ∴ We need to think about how we will satisfy the economic development requirements for Port Districts when only 7% of the district is zoned commercial.
- ∴ We should decide if recreational opportunities satisfy the economic development requirements for the Port with essentially one third (32%) of the district being comprised of a State Park and a Kitsap County Heritage Park (which includes Rolling Hills Golf Course), not to mention the Illahee dock and floats and the likelihood of a future marine park .
- ∴ Additionally, we need to begin working on a new port office and meeting space as we consider the possibility of creating a marine park at the 5500 Illahee Road location. The Port has been pursuing the Illahee Store for many years and if the current commissioners think it is still an option, we should try and make it happen before the building deteriorates further. My suggestion is we restart the investigation and inquiry process again .
- ∴ My recommendation is we work together to find a person or firm to help us develop a Comprehensive Scheme of Harbor Improvements with enough details and information to be used for a RCO grant. On the next page is a copy of an email re upcoming 2016 RCO grants. The project I think the three of us are anticipating is not a big one and should not require a big grant preparation task, but it will require some quick actions on our part to make it happen .
- ∴ Whether or not we go after a RCO grant, we need to begin the comprehensive planning process that requires public notices and public meetings as defined by RCW.

From: Anderson, Lorinda (RCO) [mailto:Lorinda.Anderson@rco.wa.gov]

Sent: Thursday, December 31, 2015 12:22 PM

To: Anderson, Lorinda (RCO) <Lorinda.Anderson@rco.wa.gov>

Subject: 2016 Recreation and Conservation Funding Board Grants Coming Soon!

Early Notice for 2016 Grants

Do you need funding for parks, trails, boating access sites? Do you want to preserve important habitat and farmland? Consider applying for grants in 2016 from the Recreation and Conservation Office (RCO) for all Recreation and Conservation Funding Board (RCFS) programs.

Save the Date - February 17, 2016!

The application webinar for all 2016 RCFS grants begins at 9:30 a.m. on Wednesday, February 17. You can join this webinar from your office or home using your telephone and computer.

Look for another email from RCO as this date gets closer so you can register for this event. You may also want to check our Web site at 'www.rco.wa.gov' for further information.

Applications due May 2, 2016

- Aquatic Lands Enhancement Account
- Soaring Infrastructure Grant
- Land and Water Conservation Fund'
- Washington Wildlife and Recreation Program'
- Youth Athletic Facilities

RCO expects to open its online application, PRISM On-Line, no later than March 1st for the programs listed above. Please be advised that technical review for many of these grant programs begins early in May 2016.

Applications due November 1, 2016

The application deadline for the grant programs shown below is November 1. So start making your plans now! We expect to open PRISM On-Line by August 1st.

- Boating Facilities Program'
- Firearms and Archery Range Recreation
- Nonhighway and Off-road Vehicle Activities'

- Recreational Trails Program

'Establishing Planning Eligibility

Applicants that apply in programs marked with the asterisk must complete a recreation or conservation plan before applying for a grant. Adopted plans must be submitted to the Recreation and Conservation Office by March 1, 2016. To see if your organization already has an approved plan, visit www.rco.wa.gov/grants/planning_requirements.shtml and select your type of organization shown at the bottom of the page. You may also contact Lorinda Anderson at Lorinda.Anderson@rco.wa.gov or call (360) 902-3009.

Look for more information soon at: www.rco.wa.gov or call (360) 902-3000 and ask for an Outdoor Recreation Grants Manager. We wish you a happy and safe holiday season. We are looking forward to working with you on some great project proposals next year.

Marguerite Austin

Manager, Recreation and Conservation Grants

360-902-3016

marauerite.austin@rco.wa.gov