

**Draft minutes* for
Quarterly Kitsap All Ports Meeting
October 17, 2016**

The quarterly Kitsap All Ports meeting was held October 17, 2016 hosted by the Port of Brownsville at the Brownsville Yacht Club office. Attendees included: Jack Bailey, Jerry Rowland and Matt Appleton all representing the Port of Brownsville; Jim Aho and Cassie Magill representing the Port of Illahee; Walt Elliott representing the Port of Kingston; Dan Fallstrom, Steve Pedersen and James Strode all representing the Port of Manchester; Henry Aus, Ed Scholfield, Phil Best and Theresa Haaland all representing the Port of Silverdale; and Jack McCarn, Brian Moran and Rod Reid all representing the Port of Waterman.

Commissioner Bailey of the Port of Brownsville chaired the meeting.

Introductions were made.

Everyone stood for the Pledge of Allegiance.

Port of Silverdale – Commissioner Scholfield reported that a buckle broke on the boat launch handling pier during the recent storm. The handling pier is scheduled to be removed for the season. The buckle will be repaired prior to it being re-installed. Commissioner Scholfield was thankful that the Waste Management dumpsters didn't wash into the street like they have in the past during major storms. Homeless individuals continue to seek shelter in the Port's restroom facility. This and drug activity is a constant battle. Commissioner Scholfield explained that the County will be removing all the solar powered trash-compactor cans known as "big bellies" throughout the County and replacing them with regular standard 28" x 28" box cans between now and December. The big bellies cost the County approximately \$5,000 a piece. Apparently, they can compact up to 250 pounds of trash, which is great until it needs to be dumped. County employees have been injured when attempting to remove the trash. The County has since adjusted the big bellies to compact no more than 75 pounds of trash, which is not much more than a normal garbage can. Also, several of the solar panels have been stolen and replacement parts are not available. Commissioner Strode of Manchester found this all interesting as the County donated one of the big bellies to Manchester for the storm water park. Commissioner Magill of Illahee asked if other Ports recycle. None do, as it would need to be monitored to make sure the public is not throwing trash in the wrong bin. Unfortunately, it's

just not cost effective. Trash receptacles were discussed. The Port of Silverdale has purchased from Landscape Forms, Inc. in the past.

(<http://www.landscapeforms.com/en-US/product/Pages/Petoskey-Litter.aspx#Images>)

Port of Kingston – Commissioner Elliott asked if other Ports charge for line used to secure moored boats. Commissioner Bailey explained that for Brownsville it is generally left up to the Port manager's discretion. During rough weather if weak lines are noticed it's best just to make sure they are secure. If that means providing some free line, it's worth it. Commissioner Elliott explained that the Port doesn't charge for some items but, at the new Port Manager's pressing, things are being reviewed. Kingston is contemplating charging for partial day use of the guest moorage facility. Electrical hook-up fees were discussed. Jerry Rowland explained that Brownsville charges \$3 per night for electricity for guest moorage. The electrical fee for permanent moorage is pro-rated. They use a system that was implemented years ago and will be readdressed in the future. Commissioner Elliott reported that Kingston has purchased a bus booth from Kitsap Transit (Kitsaptransit.com) to house their VenTek (<http://ventek-intl.com/>) automated parking lot pay station machine. He said Kitsap Transit has surplus bus booths for sale at reasonable prices. Commissioner Elliott recently attended the Pacific Coast Congress (PCC) of Harbormasters event in Bremerton and encouraged other Ports that have staff to attend in the future when the PCC event is local. The Port of Kingston will be working on replacing the trusses in their covered moorage facility.

Port of Illahee – Commissioner Aho reported that at the last All Ports meeting it was suggested the Port of Illahee adopt an updated Comprehensive Plan to include the purchase of the former Illahee Food store property before moving forward with any possible acquisition. So they published notice of a Public Hearing in the local newspaper inviting the public to attend the hearing on August 10th. This gave the public an opportunity to voice their opinions regarding the Port's intent to amend the Comprehensive Plan to include the possible acquisition of the property. The Public Hearing was well attended, even the press was there. Commissioners Aho and Schaefer adopted the resolution to amend the Port's Comprehensive Plan. Commissioner Magill voted against it. Since that time the Port of Illahee has made an offer on the property. The Port's lawyer is in discussion with the seller's lawyers. The Port asked for 90-days due diligence, which will give them time to

check the underground tanks and the structure's integrity. Commissioner Aho said that the Preliminary Title looks good. Commissioner Elliot explained that the ground will need to undergo core sampling to determine if it's contaminated. Commissioner Strode said there was a woman in South Colby that bought a piece of property and ended up having to just board up the building and walk away because the ground was contaminated and there was nothing she could do with the property. Commissioner Fallstrom added that the cleanup can be very pricey because it can take several times until there is no trace of contamination. Commissioner Bailey of Brownsville explained that it was his understanding that the previous owner's insurance would be responsible for eradication of contaminated land, but he recently attended an environmental seminar and heard that may be changing, which of course the insurance companies will appreciate. Commissioner Aho explained that there was a lot of correspondence to the owners from the Department of Ecology throughout the years and it seems Ecology has been monitoring the tanks even prior to the closure of the store, which is good because there is no indication of a leak. The Port would like to turn the store into a multi-purpose facility with it partially being used for a Port office and the other portion possibly a coffee shop. It is already zoned commercial. Commissioner Aho explained that the Port recently hosted Illahee's 100th year celebration. It was a well attended event. Commissioner Magill added that during the celebration someone brought a picture of the store property that was taken in the 1940's. The photo showed that the store offered gas, but it was in an entirely different location than the current tanks are located. This raises even more concerns for Commissioner Magill as there may be further contamination and she doesn't want the Port to move forward with this transaction because it could take a lot of money that the Port does not have. She would like the Port to focus on the building they own outright, which is near the docks. It has four levels with the top two rented out, but the house needs attention and that will take money. The Port uses the basement of that building for the monthly meetings. Recently, Commissioner Magill was notified that the meeting room ceiling was leaking. The water valve within the house was not found and so the water had to be shut off at the street. Commissioner Aho explained that the grade to get to the Port's meeting room is so steep that it is not ADA accessible, so no matter what, they have to find another meeting space and the store would be an ideal location plus added parking, which the public has already been using. Commissioner Magill reported that someone has been tampering with the Port's electrical box that operates the lights on the

dock. Apparently, individuals have been manually turning the lights off and then back on at times. Commissioner Magill reset the timers and put a new padlock on the box, but now the new padlock has been super glued shut. She plans to use bolt cutters and replace the padlock. Commissioner Bailey offered to let Illahee borrow a camera to try to identify whoever is responsible for this. It was suggested that she contact Lee Fabricators (www.leefabricators.com) and have a cage made that would cover the electrical box for added security. Commissioner Magill reported that an older sailboat had tied up to the Illahee dock during Saturday's storm. She ended up loosening some of the lines on the sailboat because she was concerned with the high winds it would damage the cleats on the dock. The owner of the sailboat was not happy about this, but after Commissioner Magill explained to him the severity of the southerly winds, he was more understanding. Tim Knapp of TIKAR Services (tikar@wavecable.com) recently secured the piling that is without a ring with bolts and a rope that has tubing. Commissioner Magill was thankful he completed this prior to the storms.

Port of Waterman

Commissioner Reid explained that Waterman Commissioners were informed about a derelict-looking vessel pulling up to the Port of Waterman pier. Commissioner McCarn was out of town so Commissioner Reid headed down to the docks. The owner was in the vessel and ended up anchoring out. Derelict vessels were discussed. Commissioner McCarn recalled a time when an unmanned vessel was drifting towards the Waterman pier. He called the Coast Guard in an attempt to have them prevent it from running into the pier, which was the old pier that already had major issues. The Coast Guard wouldn't do anything about it. Luckily a boater out of Winslow was able to board the boat to obtain the owner's information. It came within fifty feet of the Waterman pier. Commissioner Strode explained that the Coast Guard ties derelict vessels up at Manchester quite routinely. It is believed Manchester is used because the Coast Guard is responsible to remove vessels that are in ferry lanes as a safety measure and Manchester is the closest Port to the Southworth/Fauntleroy ferry lane. Commissioner McCarn reported that a large mooring camel is sitting on the beach near the Waterman pier. It is actually on a neighboring property owner's land. It probably weighs 5,000 pounds. Commissioner McCarn contacted the U.S. Army Corps of Engineers and was given Skip Green's number ((206) 399-0358). He is the Captain of the Puget, which is the vessel used to remove debris within our waters. Unfortunately, when first contacted the Puget was involved in SeaFair so was not available. Commissioner McCarn was ordered by Captain Green to secure

the camel if at all possible. Once that text message was received, Commissioner McCarn tied a rope to the camel and wedged the rope around a big boulder. It is still there, but there is concern that due to stormy weather it could get loose. Bethel Towing could remove it, but it would cost \$500, which doesn't include disposing of it and technically it's not on the Port's property. Brian Moran was introduced as the newest Port of Waterman Commissioner. He is the owner of a security business - Banyan Telecom (<http://www.banyantelecom.com>). Security cameras were discussed. Commissioner Bailey explained that years ago the Port of Brownsville purchased a camera system. The demo showed a great quality picture but unfortunately, the product they purchased was not equal to it. They are now interested in a new system and Commissioner Bailey said that he thinks everyone could benefit from a good security system. Even if it just caught a person once in a while, word would get out and would no doubt have a positive impact. He also said that he believes a lot of vandalism and/or crime is committed by individuals who are very familiar with the area. The public records aspect of the recordings was discussed. Commissioner Scholfield explained that the Port of Silverdale uses a pan tilt zoom camera with auto focus and stores up to five days worth of footage at any given time. The police may not be able to use the footage in court, but can and have used it to contact persons of interest. Commissioner Elliott said that he knows from experience that a photo release from individuals in the recording needs to be obtained prior to using the footage. Commissioner Scholfield questioned that.

Commissioner Reid asked if any other Ports have issues with plants/shrubbery being stolen from Port property. Commissioner Scholfield said that the Pee Wee field has had this problem. They ended up laying down chicken wire, then dirt and seed. The roots of the plants grow under the chicken wire and make it much more difficult to remove the plants. It has worked well.

Commissioner McCarn reported that they requested an extension to the Recreation Conservation Office (RCO) grant they received for the new pier. They are awaiting the "as built" plans so it can be signed off on. He was happy to report that after the last storm the pier is rock solid!

Port of Manchester

Commissioner Pedersen reported that the South Kitsap Rowing team contacted the Port asking if they could begin using the Port of Manchester for their program. There are currently two shells down there now. They have received some complaints from neighboring property owners that there is noise and activity at the Manchester Stormwater Park. The Commissioners don't see that as a problem.

One property owner was continually complaining about a hedge that was on Port property but bordering his property. The Port had it maintained for quite some time and then decided to remove it altogether and just rope off the area. This individual was not happy and threatened to report the incident to a State agency, which apparently he did. This same individual had attempted to obtain an easement through the gated fence that borders his property and leads to Port property. Needless to say, he was refused the easement. The Port of Manchester is considering installing a barbecue at the park. Commissioner Bailey explained that Brownsville has surplus barbecues, as they have removed several, and offered to give one to Manchester. Brownsville now offers a fire pit, which is believed to be safer.

Commissioner Scholfield said he had received a call from the County Parks Department because they had received complaints about some tall cedar trees on Port property obstructing the view to several Old Town businesses. Commissioner Scholfield reminded the County that the trees were planted as a County requirement when developing the parking lot.


Commissioner Pedersen explained that Manchester plans to install auto flush toilets and urinals in the restroom. They also are going to install a foot shower outside of the restroom in hopes this will encourage the public to not use the restroom sinks to wash off feet and clog up the pipes. The restroom lock is on a timer and more than once individuals have been using the restroom when the doors lock for the night. There is a large red button inside the restroom that will temporarily unlock the door, but more times than not, the individual believes he or she is locked in there. So, the Port is planning to install a bar on the door in hopes this will alleviate the problem. Commissioner Scholfield explained that Silverdale's showers used to be on a timer, but the Port has since changed to a keypad. So, boaters just need to know the four digit code to access them at any time.

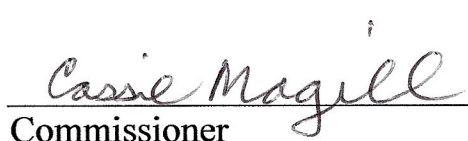
Commissioner Strode reported that Manchester is now charging \$10 per night for overnight parking and it's being used for that purpose. The money received basically helps pay for the maintenance of the lot. Manchester also uses a VenTek machine similar to the Port of Kingston. Commissioner Strode said it basically paid for itself. It is believed that 98% of the individuals parking in the lot are paying. They do tow if and when necessary; recently, even towing the Blake Island Park Ranger's vehicle. Manchester charges a daily launch fee of \$7.00. Residents within the Port District can purchase an annual pas for \$50 and non-residents can purchase one for \$100.

Commissioner McCarn said that the new pilings at Waterman pier are galvanized steel with aluminum deck plating. He is concerned about corrosion and asked how other Ports handle it. Commissioner Scholfield explained that Silverdale uses zinc anodes on a 20' piece of angle iron. During extreme low tide the angle iron with the anodes attached was driven down about three feet adjacent to each piling. They are actually due to be replaced next year. Jerry Rowland explained that Brownsville uses a steel cable that is bolted to the top of the piling.

Commissioner Bailey reminded everyone about the time ten years or so ago that the Kitsap Ports tried to get Port rules codified by the County in order to get Sheriff support/patrols on Port property. At that time the Sheriff had even suggested the Ports do this because the only Port listed in the Kitsap County Code Title 10 Peace, Safety and Morals: Chapter 10.32 Marina Regulations (<http://www.codepublishing.com/WA/KitsapCounty/#!/Kitsap10/Kitsap1032.html#10.32>) was the Port of Kingston. So Commissioners of several Kitsap Port Districts worked for about two years in creating an ordinance which was titled Enacting Health and Welfare Regulations Applicable to Kitsap County Port District Properties. The next step after creating the ordinance was to bring it to a public hearing before the Board of County Commissioners for adoption. Several Port Commissioners attended that hearing and once it was presented the Kitsap County Sheriff representative, Gary Simpson, voiced his disapproval of the ordinance and it did not get adopted. Commissioner Bailey said that too much time and effort was put into that ordinance to just let it die and Sheriff's assistance on Port property is getting more and more necessary. It was agreed that inviting Kitsap County Sheriff Gary Simpson to the next All Ports meeting in January would be a good idea to get the ball rolling again.

The meeting adjourned.


Commissioner


Commissioner

Commissioner

SILVERDALE PORT DISTRICT
RESOLUTION NO. 2007- 01

ADOPTING RULES FOR USE OF PORT PROPERTY
AND REQUESTING SHERIFF ENFORCEMENT

WHEREAS, pursuant to RCW 53.08.220, a port district may formulate needful regulations for the use by tenants, agents, servants, licenses, invitees, suppliers, passengers, customers, shippers, business visitors, and member of the general public of any properties or facilities owned or operated by the port district, and such needful regulations may be adopted through an ordinance or resolution of the County; AND

WHEREAS, the Silverdale Port District joined with other port districts in Kitsap County to request the county adopt a set of uniform regulations applicable to the port districts, with violations an infraction or misdemeanor, but the Kitsap County Sheriff's Office suggested an alternative whereby each port district could adopt its own rules and request enforcement by the Kitsap County Sheriff and the Sheriff's office would acknowledge that such rules were subject to enforcement by the Sheriff's office;

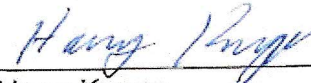
NOW, THEREFORE, BE IT RESOLVED, by the Port Commission of the Silverdale Port District that:

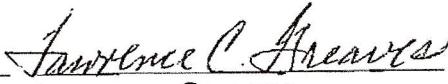
1. The attached "RULES FOR USE OF PORT PROPERTY" are adopted by the Silverdale Port District; and
2. The Kitsap County Sheriff's Office is authorized to enforce the rules on Port Property and is requested to acknowledge having authority to enforce the rules.

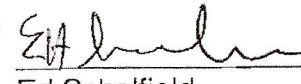
ADOPTED, by the Port Commission of the Silverdale Port District at a regular open public meeting thereof held on June 21, 2007.

SILVERDALE PORT DISTRICT
KITSAP COUNTY, WASHINGTON

By:


Harry Knapp,
Commissioner


Lawrence Greaves,
Commissioner


Ed Scholfield,
Commissioner

**WELCOME TO THE PORT OF SILVERDALE
ENJOY YOUR STAY**

RULES FOR USE OF PORT PROPERTY

A. RULES FOR VEHICLES

1. PARK ONLY IN MARKED PARKING STALLS
2. FOUR HOUR PARKING LIMIT FOR VEHICLES NOT ATTACHED TO A BOAT TRAILER
3. IN PARKING STALLS DESIGNATED FOR VEHICLES WITH TRAILERS –
 - a. PARKED VEHICLES MUST BE ATTACHED TO A BOAT TRAILER
 - b. IT IS PERMISSIBLE TO PARK DETACHED BOAT TRAILERS
4. NO OVERNIGHT PARKING WITHOUT PORT PERMISSION
5. DRIVE SAFELY – FIVE MILES PER HOUR MAXIMUM SPEED

B. GENERAL RULES

1. COMMERCIAL ACTIVITY ALLOWED ONLY WITH PORT PERMISSION
2. NO OUTDOOR FIRES ALLOWED
3. NO ALCOHOL CONSUMPTION ALLOWED
4. PICK UP YOUR PET'S WASTE AND DISPOSE IN TRASH RECEPTACLE
5. ONLY GARBAGE FROM PORT PROPERTY OR BOATS GOES IN PORT TRASH RECEPTACLES, NOT GARBAGE FROM ELSEWHERE
6. DON'T FEED WILD ANIMALS OR BIRDS – BIRD DROPPINGS ARE A HEALTH HAZZARD

C. RULES FOR PIER, DOCKS, FLOATS AND MOORAGE AREA

1. PIER, DOCKS AND FLOATS CLOSED BETWEEN 10:00 PM AND 5:00 AM EXCEPT FOR MOORED BOAT USERS
2. NO SWIMMING OR DIVING FROM PIER, DOCKS OR FLOATS
3. NO WATERSKIING IN MOORAGE AREA
4. CHILDREN UNDER AGE 14 MUST WEAR PERSONAL FLOATION DEVICES OR BE ACCOMPANIED BY ADULT WHILE ON PIER, DOCKS OR FLOATS
5. NO SMOKING WHILE ON PIER, DOCKS OR FLOATS
6. NO OPEN FLAME OR BARBEQUES ON PIER, DOCKS OR FLOATS
7. NO RECREATIONAL USE OF WHEELED VEHICLES ON PIER, DOCKS OR FLOATS
8. LEAVE NO WAKE IN MOORAGE AREA

PORT PERMISSION

TO OBTAIN PERMISSION FOR OVERNIGHT PARKING OR COMMERCIAL ACTIVITY
CALL (360) 698-4918 OR EMAIL portsilv@tscnet.com

THANK YOU FOR YOUR COURTESY TO OTHERS



**SUBJECT TO
ENFORCEMENT BY THE
KITSAP COUNTY
SHERIFF**



June 22, 2007



PORT OF SILVERDALE
PO Box 310
3550 NW Byron Street (Oldtown)
Silverdale, WA 98383
Phone 360-698-4918
Fax 360-698-2402

Steve Boyer
Kitsap County Sheriff
614 Division Street
Port Orchard, WA 98366

RE: Port of Silverdale Rules – Enforced by Sheriff

Dear Sheriff Boyer:

Enclosed are copies of Silverdale Port District Resolution 2007-01, adopting rules for use of port property and requesting sheriff enforcement. The resolution and rules resulted from the participation of your deputy, Gary Boyer, as an alternate to adoption of regulations by the county as misdemeanor or infraction violations (which had been collectively requested by the port districts in Kitsap County).

As stated in paragraph 2 of the resolution, you are authorized by the Port to enforce the rules. Please send the Port a letter acknowledging your authority to enforce the rules.

Pursuant to the scenario worked out with District 1, we anticipate that if a significant problem is anticipated or confronted your office would be contracted (either directly or through 911) for assistance.

Thank you for your past and future cooperation. We will be fully with last day of school and Whaling Days.

Sincerely,

Harry L. Knapp, President

June 22, 2007

Port of Bremerton
Port of Brownsville
Port of Eglon
Port of Illahee
Port of Indianola
Port of Keyport

Port of Kingston
Port of Manchester
Port of Poulsbo
Port of Tracyton
Port of Waterman

RE: Kitsap County Port Commissioners Meeting

Dear Port Commissioners and Managers:

As an outcome of the meeting between several Port representatives and Sheriff's Deputy Gary Simpson, enclosed are copies of a letter dated June 22, 2007 to Kitsap County Sheriff Steve Boyer, Silverdale Port District Resolution 2007-01 - Adopting Rules for Use of Port Property and Requesting Sheriff Enforcement, and the Port rules. Deputy Simpson requested that the resolution and rules be used as an alternative to the adoption of regulations by the County as misdemeanor or infraction violations, which the Ports had collectively requested. Once the Sheriff's Department gives its blessing on this resolution and Port rules other Kitsap County Ports will need to adopt a similar resolution with attached Port rules designed for each individual Port.

The next All-Ports meeting for Kitsap County will be held on Monday, July 16, 2007 at 7 PM at the Port of Silverdale office, 3550 NW Byron, Old Town Silverdale.

At the meeting, we will update each other on Port activity. We will also discuss ways in which Ports can work together to better serve our communities.

See you here on July 16th.

Sincerely,

A handwritten signature in cursive script, appearing to read "Harry Knapp", written in dark ink.

Harry Knapp, Chairman
Port of Silverdale



OFFICE OF
STEVE BOYER

KITSAP COUNTY SHERIFF

614 DIVISION ST. MS-37 • PORT ORCHARD, WASHINGTON 98366 • (360) 337-7101 • FAX 337-4923

August 13, 2007

Harry L. Knapp, President
Port of Silverdale
PO Box 310
Silverdale, WA 98383

Dear President Knapp:

We have received your June 22, 2007 correspondence regarding Port Rules and Enforcement. This is an excellent example of the value in positive intergovernmental cooperation. Such collaborations enhance the delivery of services to the citizens we both serve.

The Kitsap County Sheriff's Office acknowledges the authority to enforce the port rules pursuant to **Silverdale Port District Resolution NO. 2007-01**.

Chief Gary Simpson will coordinate appropriate awareness and training to our deputies. In addition, a copy of the information will be provided to the CenCom Dispatch Center regarding our authority and Port expectations. In addition, I suggest a joint press release to help us in our "educational" efforts for the public.

Thank you for the kind comments. I take great pride in our mutual successes. It is a pleasure to work with you.

Sincerely,

Stephen A. Boyer
Kitsap County Sheriff

