Port of Illahee Minutes of Public Hearing September 11, 2017

CALL TO ORDER

Commissioner Jim Aho called the meeting to order at 5:00 PM at the Kitsap Regional Library – Sylvan Way Branch, Heninger Meeting Room. Also in attendance were: Commissioner Cassie Magill; Commissioner George Schaefer; Administrator Theresa Haaland; and Illahee residents: Thomas Brittell; Jon Buesch; John Burton; Gwen Detweiler; Dave Ditzler; Doug and Sue Downs; Bob and Carol Henning; Irwin and Judith Krigsman; John Parvis; Toni and Skeets Probert; Rick and Chris Scott; and Lorraine Sayven.

Notice of this Public Hearing was published in the Kitsap Sun informing the public that the Port Commissioners would be considering the adoption of its 2018 Comprehensive Plan. The notice also explained that the meeting would be in lieu of its regular Wednesday meeting. The notice's Affidavit of Publication is attached to these minutes.

Commissioner Aho explained that the Port wanted to make sure individuals with mobility issues were able to attend tonight's meeting. So Kitsap Regional Library was contacted about meeting space. Regular Port meetings are scheduled to be held the second Wednesday of each month, but unfortunately the library was booked for that day.

The agenda was approved (motion by Schaefer; second by Magill, unanimous).

The minutes of the August 9, 2017 Regular meeting were approved (motion by Schaefer; second by Magill, unanimous).

As of August 31, 2017 the General Fund held 172,225.55 and the Investment Fund held \$213,743.05.

PUBLIC HEARING

Copies of the Draft 2018 Comprehensive Plan were provided to everyone in attendance. Commissioner Aho explained that before the Port can spend money on a project it must be reflected in the Port's Comprehensive Plan. The "Comp Plan" is required to be updated every six years and Illahee's plan was last updated in 2010 so it is due. The Recreation Conservation Office (RCO) actually alerted the Port that the plan they had on file was outdated. In order to be eligible for any RCO grants a current plan must be on file with them. Also, Commissioners Magill and Schaefer's efforts have been monumental in the current direction of the Port. They are seasoned Commissioners, who Commissioner Aho feels should be involved in the adoption of the new Comp Plan before they retire from their positions later this year. Commissioner Aho went on to explain that the 2018 Draft Comp Plan actually includes most, if not all, of the items listed within the 2010 Comp Plan, but also includes additional new items. He said that the goal of this meeting is to provide the community with a concrete understanding of the plan. He realizes that everyone may not necessarily approve of it, but wants to make sure everyone understands it. The meeting is also held to give the community a platform to voice their thoughts, ideas, hopes, and wishes for the area.

According to the agenda the Public Comment portion of the meeting was scheduled for after review of the comp plan, but since the plan was somewhat lengthy it was decided to take it section by section allowing for public input after each section.

Commissioner Aho began reading the draft plan aloud. Within the "GOALS" portion of the plan it states "Provide a community center at the proposed new Port site, if purchased". Commissioner Magill said that the Port cannot run a community center. She read an excerpt from "Knowing the Waters", which is published by the Washington Public Ports Association (WPPA). John Burton questioned that as the Port of Brownsville owns a building that the community uses. Commissioner Magill explained that economic development is the main objective of Ports and running a community center doesn't fall under economic development. Commissioner Aho explained that the Commissioners are supposed to keep quiet during the Public Hearing portion of the meeting. It is not a time for questions but rather a time for the public to voice their ideas.

Judith Krigsman would like the "Vision" statement to include creating and promoting public access to the waterfront.

Thomas Brittell questioned why the Port doesn't have more floats.

Commissioner Aho reminded everyone that this portion of the meeting is not for questions. It is solely for the purpose of allowing the public to provide input.

Commissioner Magill said that clearly the Port Commissioners have some different ideas, but the plan focuses on the dock, the 5500 Illahee Road property and the 5507 Illahee Road property.

Commissioner Aho went on to read the draft plan beginning with "OBJECTIVES" and onto "PORT DESCRIPTION AND PORT PROPERTIES". It was asked if the Port's pier should be included within the Port Properties portion. Commissioner Schaefer explained that the docks actually sit on Department of Natural Resources (DNR) land that the Port is allowed to use at no cost via an agreement. It was believed the Port actually owns the pier and docks, just not the land it sits on. Jon Buesch asked, that since the 5560 Ocean View Road property was purchased for the purpose of housing a Port office and meeting space, would it be sold if/when the Illahee store is purchased. He said that if the rent isn't covering the costs of the property it may be something to consider. Commissioner Schaefer explained that money is actually made from that property, not a substantial amount, but not in the red unlike the 5500 Illahee Road property.

Commissioner Aho began to read the "PORT FUNCTIONS" and "CAPITAL IMPROVEMENT PROGRAM" (CIP) portion of the plan. He explained that the CIP is basically the meat of the plan.

Commissioner Magill wanted to clarify under the CIP: Waterfront Park portion of the plan that the 5500 Illahee Road property was only inspected for asbestos, which was found and remediated. There were no inspections for any other contamination.

Commissioner Aho explained that under the CIP: Commercial/Recreation Economic Development portion of the plan it mentions the Illahee Surface Water Management plan (SWMP). That study, which was performed by Parametrix, was funded by a \$286,000 State Department of Ecology (DOE) grant the Port obtained. The County has recently begun implementing the recommendations from that study, which will help control storm surges affecting Illahee Creek.

PUBLIC COMMENT

John Burton mentioned that other Ports, such as Brownsville, are continually upgrading and improving their facilities; whereas, the Port of Illahee is just maintained. Commissioner Aho explained that the Port of Illahee has no other income other than from property taxes, which is set at \$79,646 annually. Port Commissioners years ago decided not to levy for future additional taxes. With all the operating costs, it doesn't leave the Port with much left. The Port relies on grants and other subsidies to get things done. The RCO requires matching funds anywhere from twenty-five to fifty percent from the agency awarding the grant. It is thought that with the Illahee Store property the money the Port pays for that property could possibly be used as part of the matching funds. The Port depends on grants for bigger projects. That is one reason it is so important to keep the Comp Plan updated as not to hinder eligibility for possible RCO funding, which is on a two-year cycle with the next round in 2018.

Commissioner Magill asked Mr. Brittell about his comment regarding having more floats. He explained that he would like to see more floating docks at the facility allowing people to fish or moor a vessel and the Port could charge a moorage fee. Commissioner Schaefer said that the DNR would not allow for the Port to charge for moorage or anything else; otherwise, it could affect the standing agreement. Mr. Brittell suggested DNR be asked to remove that restriction. Ms. Krigsman said that with the popularity of kayaking she would like to see a kayak rack down near the water similar to what the Port of Tracyton provides their community. Commissioner Magill said that they would have to be locked somehow. Ms. Krigsman added that it would be an opportunity to enhance the area and contribute with economic development. Placement of a rack was discussed.

Mr. Brittell said that he would also like to see Americans with Disabilities Act (ADA) accessibility to the beach. He envisions a switchback path down to the water if/when the 5500 Illahee Road property is removed. Commissioner Schaefer questioned the size needed for such an endeavor and if that property would be wide enough. Commissioner Magill said that something needs to be considered for ADA accessibility as well as for parents of small children who use strollers. Dave Ditzler explained that he has had two knee replacement surgeries, so keeping mobility- challenged individuals in mind when designing plans is much appreciated. Commissioner Aho said that nowadays grant conditions cover ADA accessibility. The RCO even has staff with mobility challenges that will come out to a project site to ensure ADA requirements are met.

Mr. Brittell said that he would also like to see a Kitsap Transit bus route through Illahee. Some time ago he contacted Kitsap Transit as he was willing to offer a small piece of property to accommodate a bus stop, but he was told they didn't want to change the route to go through Illahee. Commissioner Magill said that she has seen Kitsap Transit stop at the dock, but it was thought that may be a worker/driver bus for the shipyard. Irwin Krigsman suggested that applying for RCO grants to address the ADA issues be added within either the "GOALS" or "OBJECTIVES" section of the plan.

Sue Downs questioned the Ports fixed income. She asked if the rentals provide profit. It was explained that the 5560 Ocean View rental makes a small profit, but the 5500 Illahee Road property actually costs the Port money. Ms. Downs voiced her opinion of being in favor of demolishing that building.

Rick Scott asked if the 5507 Illahee Road property purchase would be a cash sale. Commissioner Aho said that the Port was awarded a grant through the Pollution Liability Insurance Agency (PLIA) to cover the costs for the additional contamination testing. The estimated cost to clean up the site is \$355,000. The Port's lawyer, Ken Bagwell, has been discussing the situation with PLIA.

Ms. Krigsman said that a nice job was done on the draft comp plan and asked how the community should proceed. Commissioner Aho explained that between now and just prior to next month's meeting is the time for the community to provide written comment regarding the plan. The goal is for the comments to be considered for incorporation into the final plan. It was further explained that the input received at this meeting will be considered.

Mr. Scott thanked the Commissioners for all their hard work. He realizes they do a lot for very little and at times have to put up with disgruntled individuals.

Commissioner Aho said that the current board is a very conservative group, who look for ways to save the Port money wherever possible. Commissioner Aho explained that this November John Burton is running unopposed for Position 1, filling Commissioner Schaefer's seat and Jon Buesch and Mike Mantzke are both running to fill Commissioner Magill's Position 2 seat. Commissioner Aho said it has been great working with Commissioners Magill and Schaefer and they will be missed.

The Public Hearing portion of the meeting ended at 5:57PM.

REPORTS

Commissioner Magill suggested the Port consider reaching out to the State Parks to possibly partner on the development of a park. It may help with the financial aspect of the project.

Commissioner Magill reported that she has been installing used fire hose along the docks. It is about three-fourths of the way complete. She ran out of hose, but obtained more from the Fire Department. It isn't the same size, but it will work for now. When she was at the Fire Department she suggested to some of the firemen that each Fire Department should own a handlaunchable boat that has a small outboard motor to use for emergencies. This would allow them to launch from many locations. Commissioner Magill reported that she has installed locking cable on the power meters. She explained that she checks the timers every time she is down at the docks. She noticed the timer pin slips and believes it is caused by the vibration of large vehicles, such as the sanican truck. When the pin slips the lights will either be on or off all day

and night. She went on to report that the light bulb at the end of the dock has been replaced and TIKAR Services has not yet completed the additional work on the docks. The Department of Fish and Wildlife (DFW) recently installed a monofilament line receptacle on the dock. Commissioner Magill said that she continually cleans up used fishing line from the docks, so hopefully the fishermen will help the environment and sea life and use the receptacle.

A letter dated August 30, 2017 from North Perry Water District was reviewed. It was to inform the Port that the annual backflow prevention test is due by September 30th. Jeff with Bremerton Backflow Services will be contacted and asked to complete the test as he has in the past.

Commissioner Magill said that she confronted a woman who was on the pier about ready to record her five kids jumping off the pier railing. Commissioner Magill told the woman that it was really dangerous for the kids and asked her not to allow them or encourage them to do it. The woman and kids complied, but were not happy and made Commissioner Magill well aware of it. Bob Henning said that in all the time he has lived here he hasn't heard of anyone getting hurt jumping off the pier.

Commissioner Aho explained that the Port's website contains pertinent Port documents available for the public's review. The Commissioners want to be as open and transparent as possible and it was thought this was a good way of doing that and dealing with public records requests. Commissioner Aho recently added a link to the Navy's mussel watch sampling report. The 2015/2016 expenditures will be added soon. Commissioner Magill plans to provide the dock survey and additional information to Commissioner Aho to also add to the website.

UNFINISHED BUSINESS

5500 Illahee Road - Commissioner Schaefer reported that the water bill for the property is now in the tenant's name. The Puget Sound Energy bill for the property was reviewed. It seemed to be a reasonable amount. Commissioner Magill said that there was a gas leak at the property over the weekend. Cascade Natural Gas came out to the property and turned off the gas and locked the meter. It was determined that the outdoor hot tub had an issue. It was capped off at that point. The tenant wanted the hot tub repaired. She was informed that the Port has no plans to repair it, but she could have it repaired at her expense. Commissioner Magill received a call around 10:30PM Saturday night from the tenant because she didn't have any hot water. Commissioner Magill could not attend to the problem immediately and unsuccessfully attempted to walk the tenant through it. She called Robison Plumbing and requested emergency service. They repaired the problem. The Port will be billed.

5560 Ocean View - Commissioner Schaefer said that he called Good Property Management about the overgrown bushes that are restricting the sight of drivers pulling out of Madrona Avenue onto Ocean View. They told Commissioner Schaefer that they recently cut back the bamboo in that area, but will have to go back and cut the bushes. Commissioner Schaefer has noticed a reduction of vehicles at the property so there is no longer suspicion of the tenant's subleasing.

5507 Illahee Road – Commissioner Aho reported that there is still no timeline for the Sheriff's sale. The contamination cleanup estimate came in at \$355,000 and as mentioned before Attorney Bagwell is discussing the situation with PLIA.

Illahee Day – Commissioners Magill and Schaefer headed up the event and planned to accommodate fifty people. About fortynine people did attend, so their figures were spot on. There were plenty of Subway sandwiches and beverages for everyone and even a celebratory cake. Commissioner Aho explained that the Port was required to obtain a food permit, which cost \$54, but if it had been a potluck-style celebration a permit would not have been required. Something to consider for next year's event. All in all it was a delightful celebration and the community seemed to enjoy it.

NEW BUSINESS

Budget – the Budget vs. Actual Report as of August 31, 2017 was reviewed. The 2018 Preliminary Budget will be on the October agenda. The draft will be e-mailed to the Commissioners prior to next month's meeting.

Meetings – Commissioner Aho explained that Port meetings are scheduled the second Wednesday of each month at 5:00PM and have been held in the basement of the 5500 Illahee Road (B) property in the past, but as previously discussed the steep grade to get to the basement makes it nearly impossible for anyone with mobility issues. The Commissioners want to insure everyone is able to attend the meetings. That is why tonight's public meeting was scheduled to be held at the library. Unfortunately, the library's policy is that the meeting room can only be used once a quarter. The October meeting is scheduled to be held in the basement of the Illahee Road property, if that changes the public will be notified. Until an ADA appropriate meeting space is acquired, maybe individuals who are unable to get down to the meeting room could be shuttled via personal vehicles.

PUBLIC COMMENT

Ms. Krigsman said that the steep grade really does discourage individuals who have some mobility issues from attending the meetings in the basement of the Illahee Road property. Mr. Krigsman would not be comfortable driving his personal vehicle down there. Chris Scott offered to shuttle people with her vehicle.

PAY BILLS

The attached expenditures in the amount of 11,931.73, checks numbering 4186 through 4197, were approved. (motion by Schaefer, second by Magill, unanimous). **Resolution 2017-02 Authorization to Contract for Administrative Services was adopted** (motion by Schaefer, second by Magill, unanimous).

EXECUTIVE SESSION

None

ADJOURN

The meeting adjourned at 6:31 PM (motion by Schaefer, second by Magill, unanimous).

Approved:

Jim Ano, Commissioner

and

Cassie Magill, Commissioner

George Schaefer, Commissioner

AFHDAVIT OF PUBLICATION

Account #343247 AD#1728744 STATE OF WASHINGTON COUNTY OF KITSAP

I, Teresa Hull, being first duty sworn on outh, deposes and says: That she is now, and at all times embraced in the publication berein monitored was the principal clerk of the printers and publishers of KITSAP SUN, that said newspaper has been approved as a legal newspaper by order of the Superior Court of the County of Kitsap, in which County it is published and is now and has here for more then six months prior to fac date of the publication hereinafter referred to, published in the English longuage continually as a daily newspaper in Brementon, Kitsap County, Washington, a weekly acrospaper in Kitsap County, Washington and is now and during all of said time, was printed in an office maintained in the affressaid place of publication of said newspaper, that the following is a true text of an advertisement as it was published in regular issues (and not in supplement form) of said newspaper on the following date, to wit: September 6 are also also newspaper was regularly distributed to its subscribers during all of said period. The foll amount of the fue olonged for the foregoing publication is the sum of §59.20. This amount has not been paid in full.

(Signature of Principal Clerk)

Subscribed and swons to before me dus day of September 8, 2017.

WAS

The Port of Illahee will hold a special meeting and public hearing at the Sylvan Way Library at 5 pm. Monday, September 11, 2017 in lieu of its regular Wednesday meeting to consider adoption of its 2018 Comprehensive Plan. SEPT. 6 & 8, 2017 AD#1728744

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VOUCHER APPROVAL We, the undersigned Board of Commissioners of the Port of Illahee, Kitsap County, Washington, co hereby certify that the merchandise and/or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of \$11,931.73 and from the General Fund, this 11th day of September, 2017. Port Commissioner Port Commissioner AUDITOR Port Commiss Number Name Amount 4186 CASSIE MAGILL 342.00 GEORGE SCHAEFER 228.00 4187 4188 JAMES AHO 342.00 WASHINGTON PUBLIC PORTS ASSOCIATION 335.00 4189 4190 CASCADE NATURAL GAS 4.00 4191 PUGET SOUND ENERGY 88.78 BANK OF AMERICA 574.41 4192 4193 KENNETH W. BAGWELL, INC., P.S. 100.00 4194 ENDURIS 8,338.00 4195 KITSAP BANK 1.235.34 4196 KITSAP SUN 59.20 4197 POSTMASTER 284.00