

Draft minutes* for
Quarterly Kitsap All Ports Meeting
October 16, 2017

The quarterly Kitsap All Ports meeting was held October 16, 2017 hosted by the Port of Brownsville at the Brownsville Yacht Club office. Attendees included: Jack Bailey and Matt Appleton representing the Port of Brownsville; Jim Aho and Cassie Magill representing the Port of Illahee; Bruce MacIntyre representing the Port of Kingston; Dan Fallstrom and James Strode representing the Port of Manchester; Henry Aus, Lawrence Greaves and Theresa Haaland all representing the Port of Silverdale; Jack McCarn, Brian Moran and Rod Reid all representing the Port of Waterman; Larry Coppola Executive Director for the Port of Allyn; and Membership Managers for the Association of Washington Business (AWB), Denise Ryser and Braedon Wilkerson.

Commissioner Bailey of the Port of Brownsville chaired the meeting.

Everyone stood for the Pledge of Allegiance.

Introductions were made.

Association of Washington Business (AWB) (www.awb.org) membership managers, Denise Ryser and Braedon Wilkerson provided some history of the AWB. It is a non-profit business association that was established in 1904 to help Washington state businesses thrive. There are approximately 7,000 members, most of which are privately-owned businesses; although, the larger Washington ports such as Seattle, Tacoma and Vancouver are also members. Mr. Wilkerson explained that the AWB was reaching out to the smaller Ports within the state in hopes that Commissioners will consider membership for their Ports. The cost associated with membership was discussed. Mr. Wilkerson said that he thought the membership for smaller Ports would be approximately \$500 annually. Commissioners explained that several smaller ports are already members of the Washington Public Ports Association (WPPA) (www.washingtonports.org) and questioned the benefit of adding an AWB membership. Mr. Wilkerson explained that the AWB is a much larger entity than the WPPA with many more resources. He assured that they are not asking ports to replace the WPPA as the AWB and the WPPA are actually strong allies and complement one another nicely by collectively working together to keep businesses in business. Both the WPPA and AWB lobby in Olympia and as everyone knows it's important to have representation there. Commissioner Fallstrom of Manchester is very involved in

matters in Olympia and he concurred and added that it gives businesses more opportunities to get their concerns heard. Ms. Ryser said that the AWB works hard for ports even if they are not members. She handed out the AWB's 2016 Annual Report and the 2017 Rural Jobs Summit flyer. She suggested anyone who may be on the fence about membership attend the summit in Moses Lake on October 23rd and 24th as it will give participants a window into the value in membership. Commissioner Magill explained that the Port of Illahee may be purchasing an old store/gas station in Illahee with hopes of turning it into a multi-purpose building with possibly a coffee shop or some other suitable business. She asked if the AWB would be able to introduce possible tenants to the Port if/when that project comes to fruition. Mr. Wilkerson said that yes most definitely they would get the word out to all the members a lot of which are small businesses who may be interested in such a venture. The AWB also provides access to affordable healthcare and 401(k) retirement plans for ports with employees. Mr. Wilkerson and Ms. Ryser thanked everyone for their time and asked that they seriously consider becoming members of the AWB.

Commissioner Cassie Magill provided some of the history of Kitsap ports. She then provided a show and tell presentation of items she has found on local beaches throughout the last twenty years. From rusty guns to petrified clams it was quite interesting.

According to the WPPA, the Supreme Court made an important ruling regarding the use of Executive Session this past June creating new procedures for public bodies to use in order to be compliant with the Open Public Meetings Act. The WPPA sponsored a meeting on September 27th to discuss the ruling and changes to the law.

A flyer reporting a notice of a stolen vessel out of Toledo, WA was reviewed.

Port of Kingston

Commissioner MacIntyre reported that like most ports Kingston is in the midst of budget decisions. They are also working on a study to find out how other ports determine moorage rates, so other local ports may be hearing from them. Kingston recently hired Terry Asla as their new public information employee. One of Mr. Asla's responsibilities is to keep the Port's website updated. The Commissioners hope this will help with transparency. They hired Heartland, LLC

(<http://heartlandllc.com>) a Seattle-based real estate advisory and investment firm to provide commissioners a financial analysis for development of two of its downtown Kingston properties. The covered moorage area is currently being worked on. It's a bit behind schedule, but making progress. A 110 foot boat is currently tied up at Kingston. It was owned by a missionary group who loaded it with televisions, washers, dryers, etc. with intention of taking all of it to people in need. The Coast Guard has since flagged the boat and the group eventually fell behind in paying the moorage fees. It's set to go to auction in December, if anyone is interested. By that time the amount of unpaid moorage fees will total nearly \$20,000, but it is believed that the value of the items inside the boat far exceed the amount owed. Kitsap Transit plans to offer a fast ferry from Kingston to Edmonds in July 2018. With nearly \$800,000 in necessary capital expenditures, there is a lot to be done before it is up and running next summer. The Port is willing to work with Kitsap Transit, but ultimately Kitsap Transit will be responsible to pay for the necessary improvements. Commissioner MacIntyre said that the Port of Kingston's attempt at passenger only ferry service was created with the Sound Runner, which was in service for about two years and retired in 2012. The public records case is set for December. It's unfortunate that Enduris (<http://www.enduris.us>) insurance policies exclude public records cases.

Port of Silverdale – Commissioner Aus reported that Silverdale is also working on its budget. The CK Tuesday Farmer's Market and Olympic Outdoor Center are both closed for the season. Commissioner Greaves said that there seemed to be more kayakers during the Kitsap Peninsula Water Trails (KPWT) festival last June, which was encouraging. Commissioner Bailey said that he has heard of a marina that charges a kayak launch fee, which might be something to consider. Commissioner MacIntyre reported that the Silverdale Chamber of Commerce which has spearheaded the festival for the last three years will not be doing it in 2018 because they did not receive funding from the County. Kitsap County employee, Eric Baker, along with the Water Trails Alliance (www.kitsappeninsulawatertrails.com) is supposedly going to be in charge of it now. Commissioner Bailey said that with KPWT being the only national salt water trail it should be celebrated.

Port of Illahee – Commissioner Aho reported that Illahee just approved the 2018 Comprehensive Plan. He wanted to get this completed prior to Commissioners

Magill and Schaefer retirement at the end of the year. Commissioner Magill really pushed for the development of a marine park on property adjacent to the dock and the new Comp Plan includes that. Commissioner Magill mentioned that she didn't actually sign the new Comp Plan because it also included the purchase of the Illahee store, which she is not in favor of. Commissioner Aho explained that there are several Illahee residents who like to attend the Port meetings but about five of the individuals have mobility issues and with the 18% grade to get to the meeting space in the basement of the Illahee Road property, where the meetings are scheduled to take place, it makes it nearly impossible. A few recent meetings have been held outside the Illahee store property, which worked good during the warmer months, but now with fall upon us the Port is in need of an ADA accessible meeting space. With Illahee's close proximity to Brownsville, Commissioner Aho decided to ask Matt Appleton if the meeting room space at the Brownsville Yacht Club could be used. Matt explained that the club charges a fair amount for the use of the space and suggested Illahee consider using the old fire department building on Ogle Road. Commissioner Bailey agreed that would be a good spot for Illahee to meet and explained that it is called the "Annex". He said the first meeting would be free of charge as a fee schedule for the use of the property has yet to be determined. Commissioner Aho said that the goal for Illahee is to eventually acquire the Illahee store property and create a meeting space within it. The Port has received the draft Preliminary Planning Assessment (PPA) for the property from G-Logics, Inc. (www.g-logics.com). The environmental clean-up of the property is estimated at \$355,000. Once the PPA is finalized it will be sent to the Pollution Liability Insurance Agency (PLIA) (www.plia.wa.gov) for review. As a public entity the Port is entitled to apply for grants to help with the costs associated with the cleanup of the property; whereas, a private party would have to pay for it out-of-pocket, hopefully that will ease the process of the sheriff's sale. Commissioner Aho foresees the money spent on the store to be used as matching funds for a Recreation Conservation Office (RCO) grant to develop a marine park. Commissioner Fallstrom suggested the Port of Illahee consider obtaining a bond rating. Commissioner MacIntyre said that Kingston had a good experience with Kitsap Bank in acquiring a bond. The Port of Illahee has passed the Preliminary Budget. Commissioner Magill did not sign it as she did not agree with the line items attributed to the purchase of the Illahee store and grant writer. It was explained that several Ports have used the services of Kathleen Barrantes of Grant Solutions (www.grantsolutions.biz) and Commissioners said that she was actually

reasonable with a successful record. Commissioner Reid cautioned that most of her fees are not covered by the grant though. She charges a set amount to apply for the grant and if the grant is awarded she gets a percentage. Commissioner Bailey said that Brownsville was awarded a \$680,000 grant, but until the state's budget is passed it's in limbo.

Commissioner Magill explained that she has been part of the group for the last 5 ½ years and hasn't missed an All Ports meeting within that time. She thought it should be a challenge for all the Kitsap Port Commissioners to attend. She explained her reasoning for not signing Illahee's Comp Plan. She is concerned about the Port purchasing the Illahee store because it is going to take a lot of money to improve it. Illahee has a smaller budget than a lot of Kitsap Ports and the pier and docks are in need of upgrades. She said that the Illahee Road property that the Port owns outright could be turned into a Port office, which would take care of the ADA access issue. Commissioner Strode said that nothing is set in stone just because it's written in the Comp Plan – it's just a vision. He explained that the Port of Manchester has a small budget, but through a bond and tightening their belt a bit, Manchester was able to purchase property contiguous to other Port property, which has benefited the public. The thing is they aren't making more land – so if there is an opportunity to purchase land which will benefit the community - seize the day. Commissioner Magill said that that's fine for Manchester, but she didn't agree for Illahee. Her concern is that Illahee doesn't have enough money to make necessary repairs to the pier and docks. She asked if the Port of Brownsville would consider combining with the Port of Illahee. Commissioner Bailey said that if that was something the incoming Commissioners wanted to pursue the Port of Brownsville would be more than happy to further discuss. The Port of Brownsville already contracts to the Port of Keyport to help with their maintenance.

Port of Waterman – Commissioner McCarn told Commissioner Aho that Waterman actually was granted two separate grants and they were able to use the one as matching funds. They also used the services of Kathleen Barrantes and were successful on being awarded a grant. Tomatoes were planted in the Port's planters. It is not known who planted them, but Commissioner McCarn was very thankful as he has enjoyed every bite. Commissioner McCarn reported that the sinkhole in the pavement is still there. The design engineering firm came out and

verified, yep it's a sinkhole. They are supposedly taking steps at correcting the problem. The RCO allows for a 90-day extension to a grant in order to get all the work completed. The Commissioners have wanted to include outdoor furniture on the pier, but haven't found exactly what they want and have an issue of where the furniture would be delivered and who would assemble it. Commissioner McCarn asked Commissioner Bailey if this is something Brownsville would consider contracting out. Matt Appleton explained that Brownsville and Keyport entered into an agreement and it is a win/win because Keyport doesn't have to contract it out and jump through all those hoops and it helps Brownsville to keep their much appreciated and experience staff busy year-round. Matt suggested Waterman enter into an agreement with Brownsville and the furniture could be delivered to Brownsville where it could be assembled and brought over to Waterman for placement. Commissioner Reid is looking into all options and this will be considered.

Port of Manchester - Commissioner Strode said that Manchester was nice and quiet until this little seal pup showed up on the side of the boat ramp. The Department of Fish and Wildlife (DFW) received numerous calls from concerned citizens that the seal pup was sick or injured. DFW personnel came out to the Manchester ramp, tagged the seal pup and determined she, who by this time was named Mandy, was healthy. To avoid additional calls, they decided to take Mandy out into the open waters but within hours dear little Mandy was back at the Manchester ramp. Cones were placed on the ramp to keep Mandy the Manchester sea pup safe. DFW personnel were back out to the ramp within a couple days with a dog carrier where they transported Mandy farther away – Commissioner Strode said that she beat them back to Manchester. DFW asked Port Commissioners and other Manchester residents to take care of Mandy. When asked if they could build a little seal dock for Mandy – DFW personnel actually considered it. After that Mandy was gone within two days. Commissioner Bailey said you better hope dear little Mandy doesn't come back with all her seal friends. Down in San Francisco humans can't even access some docks because of the seals. Brownsville has a mother otter with three pups who reside on the docks – they seem to really like Styrofoam floats.

Commissioner Fallstrom reported that there isn't too much going on in Olympia. Everyone wants to pass the capital budget, but Senate Bill 5239, an act relating to ensuring that water is available to support development, seems to be stalling

things. It was mentioned that if you have land that includes a water meter, make sure the water meter remains active.

Port of Allyn – Executive Directory, Larry Coppola who is actually a resident of Manchester, was at the meeting because he is interested in creating a similar group for Mason County ports and wanted to see how the meeting was run. He explained that most people don't realize how large the Port of Allyn is and provided a verbal summary of the district boundaries. He said that Allyn's budget has been completed. The port currently only offers a pump out facility, but they have applied for an RCO grant with plans of becoming a full-service marina. Two years ago the port hired a lawyer to codify Port rules into County law. The lawyer, who was out of Shelton, informed the Port that it had been completed. When Commissioner Bailey of Brownsville heard about this it peaked his interest, because this is something Kitsap Ports have talked about for years and attempted to do so in the past without success. Commissioner Bailey looked into the steps the Port of Allyn took to make this work and determined that their codification request was never approved by the Mason County Commissioners; it wasn't even ever presented to them. Commissioner Bailey brought this to Mr. Coppola's attention and the port has since hired a new attorney who is working on it. Commissioner Bailey said that he would like to see general rules applied to all the Ports and enforceable by the Kitsap County sheriff. He explained that Brownsville's rules now included a \$10 per day per occurrence fee to anyone who is caught not following them. He would hope that if the sheriff's department doesn't have enough time to help with enforcement then they would give ports the authority to do so.

It was questioned if an individual who lives out of state during the winter months could be a commissioner. Some thought skyping meetings would be okay, although it would probably depend on the other members of the Board. Conference calls have been accepted, but there would need to be enough Commissioners in attendance for required signatures on items.

Port of Brownsville – Commissioner Bailey reported that Brownsville's budget is pretty much set, but they are in need of more money due to the unexpected necessary replacement of the pier that leads to the permanent moorage facility. The Port Commissioners are contemplating creating an Industrial Development District (IDD) for harbor improvements, which will include dredging.

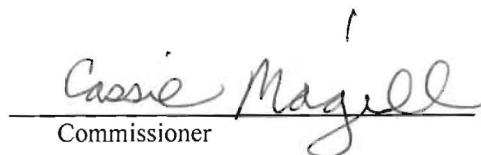
Commissioner Bailey explained that he realized the Port hasn't dredged in twenty-five years; they just keep moving the buoys, twice in the past two years. This will be on the agenda at their regular meeting scheduled for Wednesday. It will raise taxes approximately \$.17 for every \$1000 assessed. Commissioner Bailey said that someone has been passing out and posting flyers that are full of inaccuracies and scare tactics stating the Port is going to raise taxes. There may be a crowd at Wednesday's meeting. It was mentioned that Commissioners aren't required to talk or debate during the public comment section of the meetings. It's a time for the public to voice their thoughts and concerns. Creating an IDD is a non-ballot issue thanks to Port of Bremerton CEO, Jim Rothlin's work in Olympia.

Commissioner Bailey is concerned about the pier's current state as some of the pilings have holes in them. During this year's Brownsville Appreciation Day (BAD) the Port had a survey that included a question about Port activity. It was interesting to see that one hundred percent of the seventy-six replies agreed that the Port should use Port funds to create a walking trail in the woods near the marina. Commissioner Bailey said that it would be nice to leave something for the future and it would require minimal maintenance. Commissioner Aho found that to be very interesting because the Illahee Preserve has talked about having trails extended all the way down to the waterfront. Commissioner Bailey believes it's really an economic development project because it makes the area even a more desirable place to live – recreation and exercise are an improvement to quality of life.

Commissioner Bailey said that the local waters are getting warmer, which is causing a problem for the native salmon. He has heard of people catching warm water fish. Commissioner Fallstrom said that he has caught more salmon this year than ever before. He explained that the uproar about the recent Atlantic salmon spill is a bit dramatic considering Atlantic salmon cannot survive in our waters.

The meeting adjourned at 9:15 PM.


Commissioner


Commissioner

Commissioner