

Draft minutes* for
Quarterly Kitsap All Ports Meeting
April 18, 2016

The quarterly Kitsap All Ports meeting was held April 18, 2016 hosted by the Port of Brownsville at the Brownsville Yacht Club office. Attendees included: Jack Bailey, Bob Kalmbach, Fred Perkins, Jerry Rowland and Matt Appleton all 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; Brad Miller representing the Port of Poulsbo; Henry Aus, Lawrence Greaves, Ed Scholfield, Phil Best and Theresa Haaland all representing the Port of Silverdale; Jack McCarn representing the Port of Waterman; Elizabeth Court of Kitsap County Department of Community Development Planning; Carla Larson, Jim Gunderson, Margie Rowland all representing the Kitsap Peninsula National Water Trails (KPNWT) Committee; and Kathleen Knuckey-Gordon of the KPNWT Committee arrived at 6:48PM.

Commissioner Bailey of Brownsville called the meeting to order and welcomed everyone.

Everyone stood for the Pledge of Allegiance.

Introductions were made.

Commissioner Perkins of Brownsville made a motion to accept the agenda with a modification of moving the KPNWT presentation to later in the meeting if necessary, as one of the committee members will be arriving late. Commissioner Bailey seconded the motion. It carried.

Kitsap County Comprehensive Plan Update (Kitsap 2036)

Elizabeth Court explained that Dave Greetham was unable to attend tonight's meeting because the draft Comprehensive Plan is due tomorrow and he is busy working on it. She provided handouts of the Kitsap County Proposed Draft Ports Related Directives, Goals, and Policies. She explained that at one point there was discussion of having a Port overlay to the Comp Plan. Since then, it was determined that there are several other entities that would also benefit to having an overlay, so it was decided to create a "Public Facilities" overlay to the Comp Plan. Examples of other public facilities are: hospitals, water departments, schools, public works, etc. This was not outlined in the handout she provided, but she offered to send the information via e-mail and explained that it will be a part of the

draft Comp Plan which is approximately 170 pages and should be available to the public via the internet in early May at <http://compplan.kitsapgov.com/Pages/home.aspx>

Commissioner Bailey explained that two parcels owned by the Port of Brownsville have different zoning than other land the Port owns. It was hoped this “overlay” would allow a little more freedom for Ports when developing property. Ms. Court explained that there would still be a process in trying to change zoning because besides the County, Federal and State requirements are also involved.

Commissioner Magill explained that Illahee has a residential piece of property that the Commissioners would like to have demolished and turned into a park. She is curious about the re-zoning process and if it’s even a possibility. Ms. Court offered to contact Commissioner Magill and the other Illahee Commissioners to further discuss.

Commissioner Bailey thanked Ms. Court for her effort and said that although the Ports had hoped for something a bit more concrete, this will have to do for now.

Kitsap Peninsula National Water Trails

Committee members provided a Power Point presentation and handouts. The trail is approximately 371 miles in total along three land masses which include the Kitsap Peninsula, Bainbridge Island and the Key Peninsula. It is the only salt-water trail in the nation, which is pretty incredible. The festival is scheduled for June 18th at the Port of Silverdale. On June 19th there will be the Keys to Keyport Paddle from the Port of Brownsville and the Keys to Keyport Viking Long Boat Paddle from the Port of Poulsbo. The committee is hoping to get all the Ports involved one way or another. The committee’s vision is to promote the history of the Puget Sound and also address water safety. They would like to see this festival grow through the years and get people excited about being out on the water and being safe in doing it. Ms. Knuckey-Gordon, who is the Executive Director of the Silverdale Chamber of Commerce, doesn’t see the Chamber being so involved in the future. It’s such a big event with even bigger possibilities that in reality it should have its own people working it and that is one reason that next year they plan to become a 501c3 non-profit corporation. Ms. Knuckey-Gordon envisions a non-motorized water trail marathon in the future. The committee members really like the idea of this all starting in Kitsap County and growing out and connecting with other areas from here. Commissioner Kalmbach of Brownsville questioned how it’s being marketed. At this point they are trying to get the word out through social media asking everyone to like and share their Facebook page and they are

also trying to raise funds for advertising. Sponsorship and vendor packets as well as all the festival information can be found on their website - <http://www.watertrailsfestival.com> . Brad Miller suggested the festival apply for lodging tax money. Ms. Knuckey-Gordon explained that they did, but are not yet set up to track everything so was not approved for this year. The festival is also listed with Visit Kitsap <http://www.visitkitsap.com>. Commissioner Kalmbach suggested Visit Kitsap create a calendar for all of the events within the area. He had suggested that in the past to Visit Kitsap personnel, but nothing has been created. He suggested everyone check out the website as it has a lot of really good information on there, it's just unfortunate it's not on a calendar format to make things a bit easier for the reader. Ms. Knuckey-Gordon reminded everyone what a great opportunity the festival is for our area as it will promote the economy and tourism. She feels if the community believes in the event, it will take off.

Commissioner McCarn asked that the Port of Waterman be listed on the map as it is now improved and even offers a portable toilet, which kayakers might appreciate. Waterman has posted the KPNWT logo at their new facility. Commissioner Bailey asked that the map be sent out to all the Ports for review prior to print.

Margie Rowland explained that the committee members are trying to plant a seed with the Port representatives at tonight's meeting. It is hoped these representatives will begin discussions with their individual Port board members to determine how their Port can get involved and further the water trail.

There is a meeting regarding the KPNWT Alliance scheduled for April 28th from 1-3PM at the Kitsap County Administration Building. An e-mail dated April 4, 2016 regarding the meeting was attached to the agenda packet.

Port of Poulsbo

Brad Miller, Poulsbo's Port manager, reported that there is a lot of activity at the Port mainly due to the unusually nice weather. There are a lot of boat owners now working/maintaining their boats, so the Port staff keeps an eye open for possible pollution. Poulsbo Commissioners have decided to amend the Comprehensive Plan. It wasn't due, but there are differences from the last plan and the Commissioners want it to be kept up-to-date and accurate. The Sons of Norway Midsommerfest is scheduled for June 18th and 19th. It coincides with the KPNWT weekend and is a welcomed addition. The annexation measure is scheduled to be on the November ballot. They have redrawn the proposed annexation area. The lines follow closely with the Urban Growth Area (UGA), just beyond the City boundaries in some areas. If successful, it is believed it will increase the Port's tax revenue anywhere from

\$100,000 to \$130,000 and double the Port district population. This is sure to keep the Commissioners busy up until November as they really need to make contact with the public in order to get the necessary support for it to pass.

Port of Illahee

Commissioner Aho explained that public records requests have been a concern to the Port especially since hearing about the Port of Kingston's problems months ago. The Port of Illahee did have a request from a lawyer a few years ago and some commercial requests came in that Port Commissioners believed were junk mail as they were from an out-of-state company. The Washington Public Ports Association (WPPA) informed the Port that they cannot ignore any request, even if it seems to be "junk" mail. The Port of Illahee doesn't have staff and so have decided the best way to take care of this is to have documents available on the Port's website <http://www.portofillahee.com> and in the meantime will be working on procedures for copies and requests. Commissioner Aho has been looking at case law and it seems the important thing is to have a procedure in place. They have since reviewed Benton County's policy and plan to use it as a sample. Mr. Miller agreed that the Benton County policy is a good one. Poulsbo is in the process of using it as a sample as well. Commissioner MacIntyre of Kingston cautioned that any and all e-mails are also public record as well as recordings. Life was much simpler when this law was created as it was prior to the internet, social media, e-mails, smart phones, etc. Commissioner McCarn questioned if any documents should be available via the website as it could make it too easy for those with bad intentions.

Commissioner Magill added that the Port's life ring was recently stolen. It had been there for two years without problems. One of the ramps to the floats had jumped the tracks during a recent storm. Tim Knapp of TIKAR Services came out and fixed the problem by building a guide. The Port is contemplating demolishing the house they own. An asbestos test was recently conducted on the house and determined there were two areas that had asbestos. They hired a company for \$770 to take care of it. Commissioner Magill had to remove the toilet and the sink from the bathroom herself in order for the company to do their job. That is one negative thing about a small Port and not having staff, but it was well worth it as they are one step closer in getting the house demolished. The Illahee docks have some new residents – otters and although they are fun to watch they sure do make a mess.

Port of Waterman

Commissioner McCarn reported that they have ordered a new sign and decided on aluminum. It cost nearly \$2,000 for the design of the sign and has been guaranteed

to stand up to severe winds - 6700 pounds of torque. The sign itself cost \$500. The electrical portion of the recent project is not yet complete. The company that is completing the job originally put in a cheap electrical box and is in the process of ordering a marine-grade stainless steel box. There will be no additional costs to the Port as this is something that should have been part of the original bid. The Commissioners thought there was going to be money left over in the grant, but that is no longer true, so figuring out all of the Commissioners' volunteer hours is no longer necessary. Although the Waterman dock is totally accessible and looks really good, the asphalt is not yet complete as well as some railing issues. The grand opening keeps getting pushed back because of these items.

Port of Manchester

Commissioner Strode explained that their new park is in full swing as the warmer weather approaches. There are a lot of people enjoying it. Another log washed up on the beach during a storm. Washington State Department of Fish and Wildlife (WSDFW) was contacted and Commissioner Strode was granted permission to remove it. It worked out good as they had a truck with a crane pull into the boat ramp and the crane reached over and picked up the large log off the beach. Keeping off the beach keeps WSDFW happy which is important.

Port of Silverdale

Commissioner Scholfield reported that parking continues to be an issue for the Port. The warmer weather attracts lots of people and boaters to the waterfront. The Port focuses on keeping the vehicle/boat trailer lots available to boaters. The Kitsap Sailing and Rowing Foundation keeps busy with sailing and rowing classes. For more information about the foundation you can check out their website at <http://www.kitsapsailingrowing.org>. Commissioner Greaves added that the Port has been talking with County Commissioner Wolfe about the possibility of removing the County pump station from prime waterfront property that is adjacent to the Port facilities. In the 1980's the Port and Kitsap County Parks received Federal funding through a National Parks Service Grant administered by the Interagency Committee for Outdoor Recreation (IAC), now known as the Recreation Conservation Office (RCO), to build the existing park and boating facility. One of the requirements of the agreement was that Kitsap County pledge to remove the Silverdale pump station above ground level by either removing it entirely or putting the facility below grade. They at first placed it below grade, but there were flooding issues so the County moved the electronics above ground, which made it out of compliance with the grant agreement. Then a few years ago, a National Parks Service representative from Washington D.C. determined, via Google Earth, that the pump station was still there.

Federal and State officials required the County to either comply with the original commitment or compensate by substituting other park land; otherwise, the entire State of Washington was in jeopardy of not receiving future National Parks funding. The County decided to substitute with new park land in South Kitsap. Although the County is now in compliance with the Federal and State requirements, the Port, which was also part of the original agreement, is less than satisfied. So it is hoped these discussions will be the start of either having the pump station moved or at the least designed in a way that is more compatible with the area.

Port of Kingston

Commissioner MacIntyre reported that the Port of Kingston hired Jim Pivarnik as their new Executive Director. He previously worked for the Port of Port Townsend. He will begin his new position on April 25th. The next major project for the Port will be repair to the covered moorage area. Commissioner Elliott is working on a planning grant to have a consultant look at all of the Port owned properties and come up with some future designs. From there the designs will be available to the public for review and input. The Port was informed by the State that they have plans to repave two miles of the highway and will be having to re-direct ferry traffic. The repaving project will also affect three culverts, one of which caused the Port to have major silt problems in the past. Commissioner Bailey cautioned Commissioner MacIntyre to discuss the silt issue with the State and insure the Port has a baseline.

Port of Brownsville

Jerry Rowland reported that Brownsville has been able to help out the Port of Keyport through the mutual aid agreement and it has been working out really well. Matt Appleton added that the Port of Keyport tenants seem extremely happy with what they are doing. The C, D, and E docks for Brownsville are basically done, just awaiting the fire boxes which should be installed very soon. With this major project complete the staff is now able to catch up on the regular maintenance for the Port. Eventually, the electrical equipment on I dock will be replaced, and the ramp needs work as it's slowly sliding down. Commissioner Bailey informed everyone about a painting contract the Port recently entered into. After the contract to paint the fire hall was awarded the company determined that the peeling paint on the window panes was actually lead paint. The contract originally was for \$12,000 and in order for the company to remove and dispose of the lead paint it cost an additional \$4,000. The company ended up just putting tarps on the ground underneath the window panes to collect the paint debris from when they power washed them. Seems like something they would have had to do in order to paint the panes anyway. Commissioner Bailey thinks this boating season is going to be very busy. It just seems like there is a lot of "pent up boating fever" already happening and it's pretty

early in the season. The Navy recently called the Port of Brownsville to get permission to have volunteer divers to come and clean up the waters for Earth Day. The Port agreed and is interested to see what might be found.

Other Items

The WPPA sponsored Spring Meeting is scheduled for May 11th – 13th at Skamania Lodge. More information about the meeting is in the agenda packet.

The next Kitsap All Ports meeting is scheduled for July 18th. The meeting will begin at 6:30PM, but there may be a pre-meeting barbeque. Notice will be provided via the e-mail invite.

The meeting adjourned at 8:45 PM

Commissioner

Commissioner

Commissioner