



**AGENDA FOR
PORT OF ILLAHEE COMMISSION
Wednesday, July 8, 2020 - 6:30 p.m.
ZOOM MEETING #715 0997 5823 / Password: Illahee**

1. CALL TO ORDER

2. CONSENT AGENDA

1. Agenda

*2. The June 10, 2020 Regular Meeting minutes

*3. Pay Bills with check numbers 4628 through 4638 totaling \$ 8,315.73

3. SIGNING OF DOCUMENTS

Determine when/how to have at least 2 Commissioners sign the documents

4. PUBLIC COMMENT

5. REPORTS/UNFINISHED BUSINESS

Haaland 1. Treasurer's Report as of June 30, 2020 General Fund \$ 16,447.76; Investments \$ 375,339.95.
Good Property Management (GPM) Account \$ 200.00 (total: \$ 391,987.71)

2. Reports

Aho a. Website

- Illahee Creek Watershed Report/Surface Water Management Plan (SWMP) added?
- Mussel sampling (PSNS & County) results added?
- RCO link added?

Buesch b. Properties

5560 Ocean View Boulevard/Rental

- GPM contacted about the signed lease – tenants continue not to sign, but are making regular payments.

5500 Illahee Road/Rental

5507 Illahee Road/Illahee Store Property

- Redemption period through September 6, 2020
- PLIA will be notified once the redemption period is complete
- Soundwest and Pro Design working together on the conceptual design – status

Burton/ c. Dock/Pier

Aho

- Status of required permits
- Status of the dock maintenance/outer rail work
- Mutt Mitts installed – cost \$236.83 for two cases totaling 4,000 – stocked for a while
- Department of Fish and Wildlife (DFW) Monofilament Recovery and Recycling Program bin was emptied by Commissioner Aho – amazed at the amount of nylon fishing line was deposited throughout the three years it's been there.

Aho 3. Grants

- Recap of the RCO review via ZOOM that took place on June 29th
- Status of the Department of Natural Resources (DNR) lease with the Port
- E-mail sent to Chuck Smiley of Kitsap County re: incorporating the County's stormwater plans with the Port's grant plans

TABLED 4. Illahee Day 2020 – possibly to be held in September once the Illahee Store is officially owned by the Port.

6. NEW BUSINESS

- *1. Illahee Preserve asking the Port to provide a letter of support as they work with the County in applying for a 2020 RCO Urban Wildlife Habitat Grant enabling the Preserve to acquire additional property.

7. PUBLIC COMMENT

8. EXECUTIVE SESSION

- Property negotiation or Potential litigation?

9. ADJOURN – Possible All Ports Meeting – Monday, July 27, 2020 @ 6:30PM – Port of Brownsville?

- Regular meeting – Wednesday, August 12, 2020 @ 6:30PM @ ZOOM?



Port of Illahee – Minutes of Regular Meeting on June 10, 2020

Port of Illahee
Minutes of Regular Meeting
June 10, 2020

Due to the COVID-19 Virus and Governor Inslee's Proclamation 20-05 the meeting was being held virtually through the ZOOM app (meeting id# 71509975823). Notice of the virtual meeting was posted on the kiosk at the head of the pier and on the Port's website – portofillahee.com.

There were some technical difficulties with connectivity, which delayed the meeting by approximately ten minutes.

CALL TO ORDER

Commission Chairman James Aho called the meeting to order at 6:42 PM. Also in attendance were Commissioner Jonathan Buesch; Commissioner John Burton; Administrator, Theresa Haaland; Lee Knapp of TIKAR Services; and Roy Barton.

CONSENT AGENDA

Commissioner Buesch moved to approve the consent agenda items: June Meeting Agenda; May 13, 2020 Regular Meeting minutes; June 10, 2020 checks numbering 4615 through 4627 totaling \$14,304.92 as outlined in the attached Voucher Approval; second by Commissioner Burton; approved unanimously.

SIGNING OF DOCUMENTS

Commissioners agreed to individually stop by the Port of Silverdale office on Friday, June 12, 2020 sometime between 11:00AM and 2:00PM to sign the necessary documents.

PUBLIC COMMENT

None

Treasurer's Report

As of May 31, 2020 the General Fund totaled \$26,820.02, Investments totaled \$375,109.13 and the Balance of the Good Property Management account totaled \$200.00.

Commissioners' Reports

Website - Commissioner Aho reported that he is keeping the website up-to-date and adds the monthly agenda two days prior to the Regular Meeting.

Rental Properties

5560 Ocean View Boulevard/Rental Property – Commissioner Buesch reported that Good Property Management has not informed him that the tenants have signed the lease, but they do continue to pay the 2020 rent amount.

5500 Illahee Road/Rental Property – June rent has been received. Commissioner Buesch reported that Soundwest Engineering has subcontracted AES Consultants, Inc. to provide a topographical survey of the area. Commissioner Buesch provided AES personnel access to the basement of 5500 Illahee Road as apparently that area was necessary for the survey. Commissioner Buesch was told the survey would take a few days. Commissioner Burton said that he saw AES personnel in the area for at least a couple of days taking measurements from the County road and the pier, even working in the pouring down rain.

5507 Illahee Road/Illahee Store Property – The redemption period will be complete on September 6, 2020. Then the Pollution Liability Insurance Agency (PLIA) will be notified that the Port is the official owner of the property and remediation of the contamination can be planned.



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Commissioner Buesch reported that he went down to weed eat the area around the building, but someone had already beat him to it. Commissioner Burton informed him that he saw John Parvis working on it. Pro Design and Soundwest Engineering will be working together on the design of the store. Pro Design will actually subcontract under Soundwest, since John Piccone of Soundwest is the lead on the Port overlay of the entire area.

Dock/Pier - Commissioner Burton explained that Lee of TIKAR Services continues to monitor the maintenance permit. Lee reported that after the notice was published in the Kitsap Sun there was a 14-day public comment period. The comment period ended on June 4th with no issues. Then they were informed that after the comment period there is a 14-day appeal period. So now if there are no appeals, work can begin after June 19th. Lee explained that TIKAR is ready to get the job done, they have been sitting on the material for quite a while now including a pallet of cleats and they have fabricated the rub rail. Commissioner Burton said that with the COVID-19 pandemic and the Governor's Stay Home, Stay Safe mandate the facility is getting even more use than normal. Due to the condition of the facility, if there are any more permit delays, he may need to call it an emergency repair in order to get the work done to keep the public safe. He said that there is probably only one cleat on the inside float with any strength. He is hopeful this appeal period will pass without delay and TIKAR will begin the work immediately. Commissioner Aho asked if the work will be complete by the 4th of July if there are no appeals. Lee agreed that would be possible and said that the delay has been frustrating for both the Port and TIKAR. Although COVID-19 has played a role in the

delay, he sees the leading reason is due to the County requiring a Joint Aquatics Resource Permit Application (JARPA), which isn't normally required. The JARPA process is generally slow with a lot of agencies involved. He said that one positive for the Port is that the permit is good for five years. Also, he has been communicating with the senior planner of the Department of Community Development (DCD), who is now very familiar with the Port of Illahee, which may be beneficial when applying for permits related to the grant project. Commissioner Burton agreed that working with the County in an amenable manner could be important for the Port's future extensive permitting needs. He thanked Lee for setting a good tone on behalf of the Port with the County.

Commissioner Aho said that after reading last month's minutes, he realized he was supposed to get the Mutt Mitt information to Commissioner Burton and explained that he was personally reminded just earlier today of the need for them. He will try to find the necessary information to place an order and have it forwarded to Commissioner Burton.

Grants – Commissioner Aho explained that he has access to the Recreation Conservation Office's online computer system, PRISM, that is used to apply for grants. He was able to review the applications that Soundwest Engineering submitted on behalf of the Port. He is very happy with them. Commissioner Aho said that anyone should be able to view all the applications. They are located on the RCO's website. He will work on getting a link on the website to make it easy for anyone who is interested in viewing it. A review presentation is scheduled for June 29th and will be via ZOOM. The



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time is unknown at this point. It will consist of John Piccone providing a PowerPoint presentation to the RCO members, who will then provide constructive feedback.

At 7:06PM the meeting prematurely ended due to exceeding the ZOOM forty-minute allowance.

Attendees were able to rejoin the meeting.

Commissioner Buesch said that since all the RCO applications are public knowledge couldn't Soundwest Engineering review the others and fine tune Illahee's to make it more competitive. It was thought there may be a conflict-of-interest for Soundwest if they are pursuing grants with other public agencies. It was thought that Soundwest may be applying for noncompeting grants for other agencies; otherwise, John Piccone would have mentioned it.

Illahae Day 2020 – Commissioner Aho said that once the Port is the official owner of the Illahee Store property, sometime after September 6, 2020, it would be a good time to host Illahee Day and celebrate having full control of the property.

NEW BUSINESS

None

PUBLIC COMMENT – Roy Barton said that at one point the tenants of the Port's Ocean View house made an offer to purchase the property from the

Port. He asked if anyone on the Port's behalf had ever responded informing them that the Port is not interested in selling it. Commissioner Buesch said that the tenants never actually made an offer rather just told Good Property Management (GPM) that they would be interested in buying it. At that point GPM approached the Port and were told that the Port is not interested in selling it at this time. GPM was going to relay that back to the tenants. The Port did receive a lowball offer on the Deitch house from an individual, of which no action was taken.

EXECUTIVE SESSION

None

ADJOURN

At 7:21PM Commissioner Burton moved to adjourn the meeting; second by Commissioner Buesch; approved unanimously.

Approved:

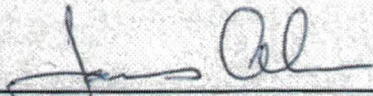
Commissioner

Commissioner

Commissioner

VOUCHER APPROVAL

We, the undersigned Board of Commissioners of the Port of Illahee, Kitsap County, Washington, do 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 \$14,304.92 and from the General Fund, this 10th day of June, 2020.



 Port Auditor

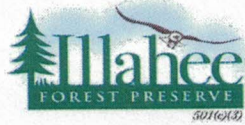


 Port Commissioner



 Port Commissioner

Number	Name	Amount
4615	JAMES AHO	256.00
4616	JONATHAN BUESCH	256.00
4617	JOHN BURTON	256.00
4618	CASCADE NATURAL GAS	5.00
4619	HONEY BUCKET	87.00
4620	PUGET SOUND ENERGY	45.86
4621	WASTE MANAGEMENT	22.11
4622	BANK OF AMERICA	5.49
4623	NORTH PERRY AVENUE WATER DISTRICT	47.71
4624	KITSAP COUNTY PUBLIC WORKS	220.00
4625	BREMERTON BACKFLOW SERVICES	90.00
4626	SOUNDWEST ENGINEERING ASSOCIATES	12,613.75
4627	THERESA HAALAND	400.00



Illahee Forest Preserve (IFP) Non-Profit Corporation
(Supporting the Illahee Preserve, A Kitsap County Heritage Park)

July 7, 2020

Subject: Request for a Letter of Project Support

Kitsap County and the Illahee Forest Preserve are working together to acquire additional property for the Illahee Preserve, a Kitsap County Heritage Park, by applying for 2020 RCO Urban Wildlife Habitat Grant (#20-1742, Acq, Kitsap County Parks and Rec Illahee Preserve, Kitsap County Heritage Park, link <https://secure.rco.wa.gov/prism/search/ProjectSnapshot.aspx?ProjectNumber=20-1742>).

The grant project description reads as follows:

Kitsap County Parks and Recreation will use this grant to acquire up to 45 acres to add to the 587 acre Illahee Preserve Heritage Park. The properties are located in the Central Kitsap Urban Growth Area (UGA), bordering the City of Bremerton, and in the heart of the most densely populated area of Kitsap County.

The Illahee Preserve is a mature forest with associated riparian habitat including unique natural features, such as deeply incised canyons, with areas so pristine and wild it has been called "The Lost Continent". The Preserve includes a nearly self contained salmonid watershed (Illahee Creek), a wildlife preserve, and is part of a system of non-motorized, active and passive use trails, serviced by trail head parking, kiosks, a picnic shelter, and interpretive signage.

The priority purchases include a homestead property, a planned commercial development, and properties along a wildlife corridor. The homestead property includes a pond and much of the South Fork of Illahee Creek making it a prime habitat and riparian acquisition priority. The commercial property will save Steele Creek headwaters wetland habitat and the wildlife corridor properties will save forest connecting habitat between the Preserve with Illahee State Park.

These acquisitions will bring the Illahee Preserve, a Kitsap County Heritage Park, to within ~95% of its ultimate preservation goal.

This grant is possible because of the following previous acquisition successes:

1. In 2020 for Preserve acquired the final acreage of the Timbers Edge II development with a Department of Commerce grant and funding from the local community.
2. In 2018 Kitsap County contributed Conservation Futures funding to begin the Timbers Edge II purchase.
3. In 2015 the Illahee Forest Preserve secured Salmon Recovery Funding and community funding for the first Timbers Edge purchase of 25.5 acres.

These successes help provide the match (50% required) which make this grant application possible.

With the 2020 grant final submittal deadline in early August, your timely letter support would be greatly appreciated.

Jim Aho

Jim Aho, Illahee Forest Preserve