



Port of Illahee – Minutes of Regular Meeting on September 8, 2021

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The September 2021 meeting of the Port of Illahee was held outside of the old Illahee Store building located at 5507 Illahee Road. This was a one-time meeting change as the Port evaluates whether meetings will be by Zoom or in person pending finding a possible new meeting location.

CALL TO ORDER

Commission Chairman James Aho called the meeting to order at 6:30 PM. Also, in attendance were Commissioner Jonathan Buesch; Commissioner John Burton; Roy Barton and Bill McLaughlin. Cathy Johnson joined the meeting later. Administrator Theresa Haaland was excused for personal reasons.

CONSENT AGENDA

Commissioner Buesch moved to approve the consent agenda items: September Meeting Agenda; August 11, 2021 Regular Meeting minutes; September 8, 2021 checks numbering 4785 through 4795 totaling \$10,370.83 as outlined in the attached Voucher Approval; second by Commissioner Burton; approved unanimously.

PUBLIC COMMENT – Roy noted he will be interested in the funding discussions. Bill noted that he was surprised that there was a tire reef out in front of the dock.

REPORTS/UNFINISHED BUSINESS

Grants/Waterfront Access Improvements – John Piccone with Soundwest Engineering provided a written update on the grants that was read by Commissioner Aho:

Design & Construction Status

The 60% water access project design is complete, final design in preparation for bidding is pending authorization to proceed.

- The Illahee store site preliminary design will need to be advanced soon as well if it is to follow the same or similar schedule as the waterfront improvements. Details such as the septic, parking, and traffic design have many unknowns to be resolved and it's recommended these be completed in conjunction with the water access final design.

- The Port has also expressed concern regarding the condition of some of the pier pilings. It's recommended that the prior piling condition survey be revisited and incorporated with the water access project final design.

Permitting & Regulatory Status

- The Kitsap County shoreline substantial development permit application has been submitted along with the numerous reports and drawings required. The County will be conducting an internal "intake review" of all items on Sept. 13 and inform us if they require any additional information to proceed with shoreline review. Once they accept the application as "technically complete" they will be requesting an estimated \$5-6K permit fee from the Port to continue review.

- The Army Corps permit application has also been submitted along with several reports and drawings they require, and they have acknowledged receipt.

- All materials needed for the WDFW HPA permit are prepared and ready to submit although we usually wait on submission until we receive initial feedback from the Corps and County.

- We will continue to correspond with these agencies for some time now as they conduct their reviews and request information. Mitigation adequacy will almost certainly be a part of those ongoing conversations and I'll keep you informed as that unfolds.



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Grants & Funding Status

- Both the ALEA and BFP grants have been awarded and are now active and available for reimbursement. 75% of engineering costs to date can be submitted at this time for reimbursement and I will be coordinating with Jim and Theresa to initiate that request and further inform the 2022 budgeting process.

Upcoming Milestones and Recommended Action Items

- Ongoing correspondence with the USACE and Kitsap County in an effort to push the permit process forward.
- Correspondence with WDFW and the Suquamish Tribe to let them know the project and permit status. Submit the HPA application when appropriate.
- Finalize the preliminary aquatic land lease discussed previously with DNR and secure a new final lease (which is a grant requirement as well as State requirement).
- Refine the water access project budget and anticipated schedule factoring in the grants received in an effort to inform the 2022 budgeting process.
- Based on the refined budget and schedule, initiate final design of the water access project incorporating Commissioners prior 60% review comments, pile repair/replacement, and store improvements desired.
- In 2022, once final design is complete and we have sufficient feedback from the USACE, County, DNR, and WDFW; submit phase two permits previously described and prepare to publicly bid the project once all permits are received.

Budget Discussions

Commissioner Buesch noted that he had been in touch with Brad Gitch with Kitsap Bank, who has referred him to Rich Martinez for information on Port loans. He has not been able to talk with him yet, but will before our October meeting.

Commissioner Aho noted that there should be approximated \$75,000 in reimbursable funds for the design effort that will reduce the Port's match amount.

Treasurer's Report

Commissioner Aho noted the Treasurer's Report from the agenda that as of August 31, 2021 the General Fund totaled \$8,098.96, Investments totaled \$287,007.80 and the balance of the Good Property Management account totaled \$200.00. (TOTAL: 295,306.76)

Commissioners' Reports

Website – Commissioner Aho said that he is still aware of the need to add a link to the Surface Water Management Plan (SWMP) as well as the mussel sampling results. He continues to add the Port's Agenda Packets to the website prior to the meeting.

Rental Properties

5560 Ocean View Boulevard/Rental Property – Commissioner Buesch reported that on August 4th the Health Department agreed to vacate the easement connection on the two lots and we are now waiting on final approval.

5500 Illahee Road/Rental Property – Commissioner Buesch noted nothing new to report on this property.

5507 Illahee Road/Illahee Store Property –

Commissioner Buesch again reported that he hasn't heard back from Ken Bagwell about the outstanding taxes showed owing on the tax statement. According to Mr. Bagwell it appears everything is complete but the taxes show as unpaid. The Commissioners discussed how this



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dilemma should be handled in the least costly manner, whether through Theresa or Ken Bagwell with an alternative suggested by Roy Barton, that he see if he can get the issue resolved.

Commissioner Buesch motioned that Mr. Barton be authorized to help resolve the issue; seconded by Commissioner Burton, and with no further discussion the motion was approved unanimously.

Dock/Pier – Commissioner Burton noted the signs have been provided and need to be installed, with the help of TIKAR. The brackets for the south port property sign are still being discussed to make sure they won't be washed away and/or remain intact if vandalized. Commissioner Burton noted recent vandalism in the area has the nearby community concerned and is hoping that a future camera system will help.

Illahée Day -- Commissioner Aho noted everything is falling in place, though there have been complaints about the event.

Interlocal Agreement -- The Port of Silverdale is still in the discussion phase with the Interlocal Agreement for the services it is supplying for nearby Ports.

Meetings. Commissioner Aho noted the limited options the Port has for a meeting space and recommended the Port use the Zoom option in the meantime. It was suggested we could meet inside the store, but the idea was dismissed when the DCD requirements were presented. *Commissioner Aho moved that Zoom meetings be held for the near future. The motion was seconded and approved unanimously.*

NEW BUSINESS

Advertising -- The Commissioners expressed no interest in advertising in the Washington Economic Development Guide.

Budget – Budget discussions were difficult with so many unknowns, primarily with match requirements, and with Theresa unavailable. Budget efforts will need to be coordinated with John Piccone regarding the grant matches. Commissioners agreed it would be good to share the preliminary budget plans with Roy and Cathy based on their concerns and expertise. Commissioner Aho agreed to make sure all concerned are provided with the budget plans prior to the October meeting.


PUBLIC COMMENT -- None.

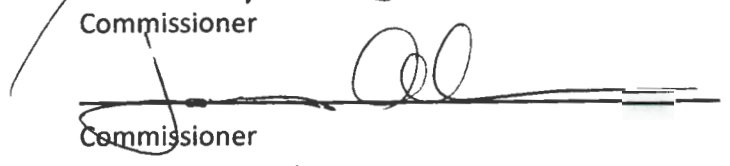
EXECUTIVE SESSION – None.

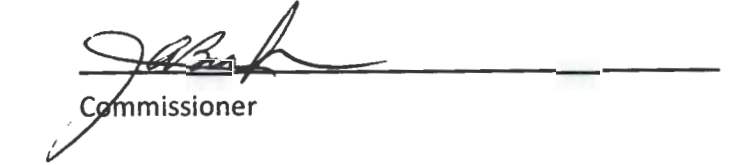
ADJOURN

At 8:00PM Commissioner Buesch moved to adjourn the meeting; second by Commissioner Burton; approved unanimously.

Approved:



Commissioner


Commissioner


Commissioner

