



**AGENDA FOR
PORT OF ILLAHEE COMMISSION
Wednesday, May 14TH - 6:30PM
ZOOM MEETING #715 0997 5823 / Password: Illahee**

1. CALL TO ORDER

2. CONSENT AGENDA

- a. *May 14th, 2025, Agenda
- b. *April 9th, 2025, Regular meeting minutes
- c. *April 18th, 2025, Special meeting minutes
- d. *April 29th, 2025, Special meeting minutes
- e. *Approve Electronic Transfer for Go Bond (May & November)
- f. Pay Bills with check numbers 5336 through 5347 totaling \$17,928.80 * Pending Auditor Approval*

3. SIGNING OF DOCUMENTS

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

PUBLIC COMMENT opportunity

2-minute max, please note that Commissioners are encouraged to wait until the end of the meeting to respond to comments/statements

5. REPORTS/UNFINISHED BUSINESS

- a. Grants/Waterfront Access Improvements
 - Waterfront Project - status
- b. Illahee Store Project – status
- Authorize/approve power hookup to the store
- Install the Port bulletin board at the store that was removed from the kiosk, for community public notices?
- c. *Treasurer's Report as of March 31, 2025
 - General Fund: \$ 41,257.95
 - Investments: \$ 302,598.18
 - Bond: \$ 706,908.33
 - Total: \$1,050,764.46
- d. Grant Status
 - BFP RCO: Total = \$851,065.00, Amount of RCO paid: \$126,319.36, Remaining RCO Funds: \$ _____
 - ALEA RCO: Total = \$500,000.00, Amount of RCO paid: \$94,822.05, Remaining RCO Funds: \$ _____
 - RCFB RCO: Total = \$191,000.00, Amount of RCO paid: \$14,498.87, Remaining RCO Funds: \$ _____



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e. Reports

- Website: Anything to report?
- Properties: Anything to report.
- 5560 Ocean View Boulevard/Rental
- 5500 Illahee Road/Rental
- 5507 Illahee Road/Illahee Store Property
- Illahee Road Lot
- Dock/Pier: Anything to report?
- Community Budget Committee meeting June

6. NEW BUSSINESS

- a. *Enduris insurance claim
- b. *Request for Sign Permission at Port Store Pumps/Save the Date- Kathie Iustig
- c. *Administrator's resignation letter
- d. *Resolution 2025-02

Divestment of Two Port Properties to Fund 2025 Construction Project

7. PUBLIC COMMENT opportunity #2

2-minute max, please note that Commissioners are encouraged to wait until the end of the meeting to respond to comments/statements

8. COMMISSIONER OPPORTUNITY TO RESPOND TO PUBLIC COMMENTS/SUGGESTIONS

- **Commissioner Aho:**
- **Commissioner Hall:**
- **Commissioner Rupert:**

- 9. ADJOURN** - Regular Meeting – June 11, 2025, at 6:30 PM via Zoom
- Kitsap All Ports – July 28, 2025@6:30 PM at Port of Brownsville



Port of Illahee Minutes of Regular Meeting

April 9, 2025

Call to Order

The Regular Port of Illahee meeting was held virtually through the ZOOM app (meeting id# 71509975823 / Password: Illahee). Notice of the virtual meeting was posted near the kiosk at the head of the pier and on the Port's website – portofillahee.com. **Commission Chairman James Aho** called the meeting to order at 6:30 PM. Also, in attendance were **Commissioner Jeffrey Rupert; Commissioner Eric Hall**; Administrator Jennifer Olson; Roy Barton; Cathy Johnson; Janet Soderberg; Leonard Knight and John Buesch

- April 9, 2025, Meeting Agenda
- March 12, 2025, Regular meeting minutes
- March 27, 2025, Special meeting minutes
- Payment of bills with check numbers **5303** through **5333** totaling **\$15,117.99** *Items approved pending auditor approval *(motion by Hall; second by Rupert; all in favor)*

Signing of Documents

Commissioners plan to stop by the Illahee Store to sign documents on Thursday, April 10, 2025.

Public Comment N/A

REPORTS/UNFINISHED BUSINESS -

Grants/Waterfront Access Improvements

Commissioner Aho provided an update on the Port's waterfront project, noting that access to the dock and roadway will be closed, except for vehicle access required by the neighboring property that shares the driveway. Utilities are scheduled to be turned off. If the Commission believes there are any salvageable items, they should be removed from the house and garage by the end of the weekend.

Illahee Store Project

The Commission discussed the potential use of the store as a temporary office or meeting space, with Commissioner Hall expressing some concern regarding the project timeline. Commissioner Aho stated he would continue coordinating with the contractors and keep Commissioner Hall informed on the tank remediation process. They also agreed that Commissioner Aho will copy the Port Administrator on all project-related correspondence so she can keep Commissioner Hall updated.



The Commission discussed initiating the bid process for contractors to begin work on the store. They agreed to bring contractors on-site to review the property and provide estimates. Commissioner Aho mentioned the potential for a design-build approach, in which the contractor would assist with both the design and construction. Commissioner Hall clarified that the immediate goal is to complete only the basic essentials like insulation, drywall, plumbing, and HVAC. Commissioner Aho agreed to move forward with this plan and transition responsibility to Commissioner Hall. The Commission also discussed the ongoing demolition of a house, noting that while the structure may have some value, the project is proceeding. They acknowledged the slow pace of progress and the possibility of legal implications.

A neighboring property owner who shares a driveway with the Port expressed concerns about potential damage to his home during construction, particularly from the use of heavy equipment. Commissioner Aho assured the neighbor that he would relay these concerns to the contractor and engineer. He also noted that current plans involve work limited to the upper portion of the road, in order to avoid disturbing potential contamination.

Treasurer’s Report as March 31, 2025.

- General Fund: \$ 16,125.28
- Investments: \$ 301,586.24
- Good Property Management (GPM) Account: \$199.00
- Bond: \$ 704,544.31
- Total: \$ 317,910.52 + 704,544.31= \$1,022,454.83

Grant Status

BFP RCO Total: \$851,065.00	Amount of RCO paid: \$126,319.36	Remaining RCO Funds: \$724,745.64
ALEA RCO Total: \$500,000.00	Amount of RCO paid: \$ 94,822.05	Remaining RCO Funds: \$405,177.95
RCFB RCO Total: \$191,000.00	Amount of RCO paid: \$14,498.87	Remaining RCO Funds: \$176,501.12

Website

Commissioner Aho discussed the website's progress reports and suggested that the Commissioners provide input on what they would like to see on the site.



Properties

- **5560 Oceanview Blvd** Commissioner Hall provided an update on the property's maintenance. The Commissioners agreed to work with the Port Administrator to determine the best course of action for the house, with a plan to be presented at the next meeting. A neighbor suggested that any repairs to the house be completed by a licensed professional. The Commission also discussed concerns related to a potential buyer obtaining a bank loan for the house. Commissioner Rupert shared his intentions to handle minor repairs and landscaping tasks.
- **5500 Illahee Road:** The Commissioners noted the need to clear out items from the property by the weekend and discussed options for disposing of the buoys and rope. Commissioner Rupert expressed interest in retaining the buoys and rope, and Commissioner Hall offered to assist with their removal.
- **5507 Illahee Road** The Commission discussed the fence on the south side of the property and agreed to send a letter to Robin requesting that the fence be relocated to its original position within 60 days. The Commission also reviewed grant funding related to the Illahee Store and emphasized the importance of initiating the store project, despite concerns about timing and potential disruptions. It was agreed to move forward with completing the basic infrastructure, plumbing, HVAC, lighting fixtures, drywall, and insulation. With the goal of securing a tenant to collaborate on a design-build. Additional concerns were raised regarding how the waterfront access project might impact the store and the availability of parking.
- **Illahee Road lot:** Nothing to report.

Dock/Pier- Nothing to report.

- **Community Budget Committee:** The first meeting of the Community Budget Committee is scheduled for Wednesday, April 16, 2025, at 5:00 PM at the residence of Cathy Johnson.
- **Mailers and Donations:** Commissioner Aho reported on the recent mailer campaign, expressing disappointment in the limited response received. He also discussed plans to place bronze donor plaques, with a suggestion to install them in a prominent location similar to the display at the Illahee Preserve. The Commission briefly discussed the upcoming Great Give event, noting that few donations have been received so far.



New Business

- **WPPA Spotlight article:** Commissioner Aho reported that the Washington Public Ports Association (WPPA) is preparing a spotlight article on the Port of Illahee. The piece will initially highlight the deteriorating tire reefs by the dock and will also include information on the Ports ongoing construction projects. This will be the first WPPA article to feature a port from Kitsap County.

Public Comment:

A community member inquired whether the Port had received any donations in response to the recent mailer.

Adjourn-

At 7:33 PM, the meeting adjourned. **(Motion by Rupert; second by Hall; all in favor).**

The next regular meeting is scheduled for May 14, 2025, at 6:30 PM via Zoom.

Signatures

Commissioner James Aho

Commissioner Eric Hall

Commissioner Jeffrey Rupert

MINUTES OF PORT OF ILLAHEE SPECIAL MEETING ON April 18, 2025.

The Port of Illahee's Special Meeting was held via Zoom.

Commissioner Aho called the Special meeting to order at 4:00 PM Also, in attendance were Commissioner Rupert, Commissioner Hall and Administrator Jennifer Olson

Executive Session Commissioner Aho announced that the meeting would be going into executive session for 1 hour **beginning at 4:00 PM**, under RCW 42.30.110(1)(b) and (c) for real estate purposes.

RCW 42.30.110(1)(b): To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would likely increase the price.

RCW 42.30.110(1)(c): To consider the minimum price at which real estate will be offered for sale or lease when public knowledge of such consideration would likely decrease the price. However, final action must be taken in an open session.

End Executive session at 5:15 PM / No decision was made.

ADJOURN – The meeting adjourned at 5:17 PM (***motion by Rupert; second by; Hall; unanimous***).

Commissioner

Commissioner

Commissioner

Notice of Special Meeting of the Port of Illahee

A special meeting is been scheduled for the Port of Illahee on Friday, April 18, 2025, at 4:00 PM which will include an executive session in accordance with RCW 42.30.110(1)(b) and (c) for real estate purposes.

The relevant provisions allow a governing body to enter an executive session as follows:

RCW 42.30.110(1)(b): To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would likely increase the price.

RCW 42.30.110(1)(c): To consider the minimum price at which real estate will be offered for sale or lease when public knowledge of such consideration would likely decrease the price. However, final action must be taken in an open session.

Please find below:

Zoom Link:

<https://us04web.zoom.us/j/71509975823?pwd=bGgvZ1pud2E5blUzNmQ0KzZ3YkNoQT09>

Meeting ID: 715 0997 5823 / Passcode: Illahee

Jennifer Olson
Administrator
Port of Illahee
(253) 509-8249

MINUTES OF THE PORT ILLAHEE SPECIAL MEETING ON April 29, 2025

The Port of Illahee's Special Meeting was held via Zoom. Notice of the Special Meeting was posted on the Port of Illahee's Website on April 28, 2025.

Commissioner Aho called the meeting to order at 5:30 PM Also, in attendance were **Commissioner Rupert; Commissioner Hall;** Administrator Jennifer Olson and Janet Soderberg

Commissioner Aho asked the Port Administrator to outline the challenges faced by the tenants residing at 5560 Ocean View, including their experiences with Good Property Management and difficulties in securing affordable housing. The Administrator explained that the tenants have repeatedly lost in competitive bidding situations, as most move-in ready homes within their budget are selling above asking price. Additionally, comparable rental properties are limited and come with high costs. In prior conversations, the Port's attorney suggested the possibility of offering a financial incentive to assist the tenants with relocating. The Administrator further discussed the potential need for assistance with closing costs for a home purchase or support with first and last month's rent and deposits for securing a rental.

Commissioners Hall and Rupert discussed the existing contract with Good Property Management, originally signed in 2009. Commissioner Hall noted that the contract includes an indemnification clause protecting Good Property Management, which complicates efforts to terminate the agreement. Commissioner Rupert disagreed, asserting that the company may be in breach of contract, potentially rendering the agreement null and void. The Commissioners discussed the possibility of pursuing litigation and the potential for recovering funds through the company management's bond. The Port reported that an independent insurance adjuster had identified neglect in the property's maintenance. Although the tenants are upset, they are not currently inclined to pursue legal action but may be supportive of a lawsuit if it could improve their situation.

The Commission discussed ongoing legal concerns related to Good Property Management. Commissioner Rupert raised concerns about potential attorney fees associated with pursuing legal action. The Port suggested that legal action initiated by the tenants could potentially hold Good Property Management accountable. After further discussion, the Commission agreed to refer the matter to their insurance provider, Enduris, for guidance on how to proceed.

Commissioner Hall made a motion to terminate the contract with Good Property Management and the Port of Illahee effective immediately (Motion by Hall; second by Rupert; all in favor).

Commissioner Aho noted that Good Property Management changed ownership a few years ago and discussed the possibility of providing financial incentives to the tenants. Commissioner Rupert proposed offering the tenants a hotel stay while legal counsel works toward a resolution, with a cap placed on the hotel expenses. The Commissioners agreed to this approach, emphasizing the need for the attorneys to develop a timely plan to prevent ongoing financial obligations. The Port Administrator will contact the tenants to communicate the Commission's decision.

ADJOURN The meeting adjourned at 6:00 PM *(Motion by Rupert; second by Hall; unanimous).*

Commissioner

Commissioner

Commissioner

NOTICE OF SPECIAL MEETING PORT OF ILLAHEE

Date: Tuesday, April 29, 2025

Time: 5:30 PM

Location: Virtual Meeting via Zoom
(Zoom information provided below)

Purpose of the Special Meeting:

The Port of Illahee Board of Commissioners will hold a special meeting to discuss the Port-owned rental property located at **5560 Ocean View Blvd** and to explore available options regarding the property's use and management.

This meeting is being conducted in accordance with the Open Public Meetings Act (RCW 42.30).

Zoom Meeting

Link: <https://us04web.zoom.us/j/71509975823?pwd=bGgvZ1pud2E5blUzNmQoKzZ3YkNoQT09>

Meeting ID: 715 0997 5823

Passcode: Illahee



PORT OF ILLAHEE

P. O. BOX 2357
Bremerton, WA 98310
(360) 698-4918
(360) 698-2402 - fax

Commissioner: Jeffrey Rupert
Commissioner: Eric Hall
Commissioner: Jim Aho

AUTHORIZATION FOR ELECTRONIC TRANSFER FROM GENERAL FUND TO GO BOND FUND

We, the undersigned Board of Commissioners of the Port of Illahee, Kitsap County, Washington, do hereby certify that the payment hereinafter specified is due and payable and that the electronic transfer listed below is approved for Transfer from General Fund to Go Bond Fund in the amount of:

27,328.40 and from the General Fund on the 14th day of May
2025.

Commissioner

Commissioner

I, the undersigned do hereby certify, under penalty of perjury, that the payment herein specified is due and payable, and that the claim is a just, due and unpaid obligation against the Port of Illahee; and that I am authorized to authenticate and certify to said claim.

Commissioner, Auditor

Port Assigned Transfer #

Claimant

Amount



Port of Illahee LTGO 2022

Debt Service Schedule

Rates as of 12/05/2024

Settlement Date **12/5/2024**
 Bond Proceeds **\$ 700,000.00**
 Term **20**
 Payments per year **2**
 Weighted Average Life (years) **10.44**

Date	Principal Payment (Draw)	Interest Rate	Ending Balance	Interest Due	Payment Due	Annual Debt Service
12/05/2024	\$ (700,000.00)		\$ 700,000.00		\$ 700,000.00	
06/01/2025	11,000.00	4.50%	689,000.00	\$ 16,328.40	(27,328.40)	
12/01/2025	11,000.00	4.50%	678,000.00	16,452.00	(27,452.00)	\$ 54,780.40
06/01/2026	11,000.00	4.33%	667,000.00	16,204.50	(27,204.50)	
12/01/2026	11,000.00	4.33%	656,000.00	15,966.35	(26,966.35)	54,170.85
06/01/2027	11,000.00	4.31%	645,000.00	15,728.20	(26,728.20)	
12/01/2027	12,000.00	4.31%	633,000.00	15,491.15	(27,491.15)	54,219.35
06/01/2028	12,000.00	4.34%	621,000.00	15,232.55	(27,232.55)	
12/01/2028	12,000.00	4.34%	609,000.00	14,972.15	(26,972.15)	54,204.70
06/01/2029	13,000.00	4.37%	596,000.00	14,711.75	(27,711.75)	
12/01/2029	13,000.00	4.37%	583,000.00	14,427.70	(27,427.70)	55,139.45
06/01/2030	13,000.00	4.43%	570,000.00	14,143.65	(27,143.65)	
12/01/2030	14,000.00	4.43%	556,000.00	13,855.70	(27,855.70)	54,999.35
06/01/2031	14,000.00	4.50%	542,000.00	13,545.60	(27,545.60)	
12/01/2031	14,000.00	4.50%	528,000.00	13,230.60	(27,230.60)	54,776.20
06/01/2032	15,000.00	4.57%	513,000.00	12,915.60	(27,915.60)	
12/01/2032	15,000.00	4.57%	498,000.00	12,572.85	(27,572.85)	55,488.45
06/01/2033	15,000.00	4.61%	483,000.00	12,230.10	(27,230.10)	
12/01/2033	16,000.00	4.61%	467,000.00	11,884.35	(27,884.35)	55,114.45
06/01/2034	16,000.00	4.68%	451,000.00	11,515.55	(27,515.55)	
12/01/2034	17,000.00	4.68%	434,000.00	11,141.15	(28,141.15)	55,656.70
06/01/2035	17,000.00	4.71%	417,000.00	10,743.35	(27,743.35)	
12/01/2035	17,000.00	4.71%	400,000.00	10,343.00	(27,343.00)	55,086.35
06/01/2036	18,000.00	4.75%	382,000.00	9,942.65	(27,942.65)	
12/01/2036	18,000.00	4.75%	364,000.00	9,515.15	(27,515.15)	55,457.80
06/01/2037	19,000.00	4.79%	345,000.00	9,087.65	(28,087.65)	
12/01/2037	19,000.00	4.79%	326,000.00	8,632.60	(27,632.60)	55,720.25
06/01/2038	20,000.00	4.84%	306,000.00	8,177.55	(28,177.55)	
12/01/2038	20,000.00	4.84%	286,000.00	7,693.55	(27,693.55)	55,871.10
06/01/2039	21,000.00	4.89%	265,000.00	7,209.55	(28,209.55)	
12/01/2039	21,000.00	4.89%	244,000.00	6,696.10	(27,696.10)	55,905.65
06/01/2040	22,000.00	4.95%	222,000.00	6,182.65	(28,182.65)	
12/01/2040	22,000.00	4.95%	200,000.00	5,638.15	(27,638.15)	55,820.80
06/01/2041	23,000.00	5.00%	177,000.00	5,093.65	(28,093.65)	
12/01/2041	23,000.00	5.00%	154,000.00	4,518.65	(27,518.65)	55,612.30
06/01/2042	24,000.00	5.07%	130,000.00	3,943.65	(27,943.65)	
12/01/2042	25,000.00	5.07%	105,000.00	3,335.25	(28,335.25)	56,278.90
06/01/2043	25,000.00	5.12%	80,000.00	2,701.50	(27,701.50)	
12/01/2043	26,000.00	5.12%	54,000.00	2,061.50	(28,061.50)	55,763.00
06/01/2044	27,000.00	5.17%	27,000.00	1,395.90	(28,395.90)	
12/01/2044	27,000.00	5.17%	-	697.95	(27,697.95)	56,093.85



PORT OF ILLAHEE

P. O. BOX 2357
Bremerton, WA 98310
(360) 698-4918
(360) 698-2402 - fax

Commissioner: Jeffrey Rupert
Commissioner: Eric Hall
Commissioner: Jim Aho

AUTHORIZATION FOR ELECTRONIC TRANSFER FROM GENERAL FUND TO GO BOND FUND

We, the undersigned Board of Commissioners of the Port of Illahee, Kitsap County, Washington, do hereby certify that the payment hereinafter specified is due and payable and that the electronic transfer listed below is approved for Transfer from General Fund to Go Bond Fund in the amount of:

6,700.40 and from the General Fund on the 14th day of May
2025.

Commissioner

Commissioner

I, the undersigned do hereby certify, under penalty of perjury, that the payment herein specified is due and payable, and that the claim is a just, due and unpaid obligation against the Port of Illahee; and that I am authorized to authenticate and certify to said claim.

Commissioner, Auditor

Port Assigned Transfer #

Claimant

Amount

**PORT OF ILLAHEE, KITSAP COUNTY
LIMITED TAX GENERAL OBLIGATION BOND, 2019**

AMORTIZATION SCHEDULE

Port of Illahee
Debt Service Schedule

<u>Date</u>	<u>Principal Payment</u>	<u>Interest</u>		<u>Ending Balance</u>	<u>Interest Due</u>	<u>Cash Flow</u>
		<u>Rate</u>				
12/19/2019	159,442.33		\$	159,442.33	\$	159,442.33
06/01/2020	5,000.00	2.43%		154,442.33	1,997.41	(6,997.41)
12/01/2020	4,000.00	2.43%		150,442.33	2,226.10	(6,226.10)
06/01/2021	4,000.00	2.44%		146,442.33	2,177.50	(6,177.50)
12/01/2021	4,000.00	2.44%		142,442.33	2,128.70	(6,128.70)
06/01/2022	5,000.00	2.47%		137,442.33	2,079.90	(7,079.90)
12/01/2022	5,000.00	2.47%		132,442.33	2,018.15	(7,018.15)
06/01/2023	5,000.00	2.52%		127,442.33	1,956.40	(6,956.40)
12/01/2023	5,000.00	2.52%		122,442.33	1,893.40	(6,893.40)
06/01/2024	5,000.00	2.60%		117,442.33	1,830.40	(6,830.40)
12/01/2024	5,000.00	2.60%		112,442.33	1,765.40	(6,765.40)
06/01/2025	5,000.00	2.66%		107,442.33	1,700.40	(6,700.40)
12/01/2025	5,000.00	2.66%		102,442.33	1,633.90	(6,633.90)
06/01/2026	5,000.00	2.75%		97,442.33	1,567.40	(6,567.40)
12/01/2026	5,000.00	2.75%		92,442.33	1,498.65	(6,498.65)
06/01/2027	5,000.00	2.84%		87,442.33	1,429.90	(6,429.90)
12/01/2027	5,000.00	2.84%		82,442.33	1,358.90	(6,358.90)
06/01/2028	5,000.00	2.92%		77,442.33	1,287.90	(6,287.90)
12/01/2028	5,000.00	2.92%		72,442.33	1,214.90	(6,214.90)
06/01/2029	6,000.00	3.00%		66,442.33	1,141.90	(7,141.90)
12/01/2029	6,000.00	3.00%		60,442.33	1,051.90	(7,051.90)
06/01/2030	6,000.00	3.07%		54,442.33	961.90	(6,961.90)
12/01/2030	6,000.00	3.07%		48,442.33	869.80	(6,869.80)
06/01/2031	6,000.00	3.12%		42,442.33	777.70	(6,777.70)
12/01/2031	6,000.00	3.12%		36,442.33	684.10	(6,684.10)
06/01/2032	6,000.00	3.18%		30,442.33	590.50	(6,590.50)
12/01/2032	6,000.00	3.18%		24,442.33	495.10	(6,495.10)
06/01/2033	6,000.00	3.24%		18,442.33	399.70	(6,399.70)
12/01/2033	6,000.00	3.24%		12,442.33	302.50	(6,302.50)
06/01/2034	6,000.00	3.30%		6,442.33	205.30	(6,205.30)
12/01/2034	6,442.33	3.30%		(0.00)	106.30	(6,548.63)

The Port of Illahee

INVESTMENT POOL, Period Ending 04/30/2025

RECONCILIATION REPORT

Reconciled on: 05/11/2025

Reconciled by:

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	301,586.24
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (1)	1,011.94
Statement ending balance	302,598.18
Register balance as of 04/30/2025	302,598.18

Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/30/2025	Transfer			1,011.94
Total				1,011.94

The Port of Illahee

88712 - GENERAL FUND, Period Ending 04/30/2025

RECONCILIATION REPORT

Reconciled on: 05/11/2025

Reconciled by:

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	16,125.28
Checks and payments cleared (14)	-16,129.93
Deposits and other credits cleared (2)	41,262.60
Statement ending balance	41,257.95
Register balance as of 04/30/2025	41,257.95

Details

Checks and payments cleared (14)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/09/2025	Check	5318	ERIC L. Hall	-384.00
04/09/2025	Check	5319	JAMES AHO	-384.00
04/09/2025	Check	5320	JEFFREY S. RUPERT	-384.00
04/09/2025	Check	5325	WASHINGTON STATE DEPA...	-951.32
04/09/2025	Check	5327	BAGWELL LAW, PLLC	-627.00
04/09/2025	Check	5326	WASTE MANAGEMENT	-25.89
04/09/2025	Check	5329	CASCADE NATURAL GAS	-17.20
04/09/2025	Check	5330	HONEY BUCKET	-135.50
04/09/2025	Check	5331	JJAM INNOVATIONS, LLC	-2,833.11
04/09/2025	Check	5332	NORTH PERRY AVENUE WA...	-148.60
04/09/2025	Check	5324	PUGET SOUND ENERGY	-77.03
04/09/2025	Check	5328	BANK OF AMERICA	-120.34
04/09/2025	Check	5333	SOUNDWEST ENGINEERIN...	-9,030.00
04/30/2025	Transfer			-1,011.94

Total -16,129.93

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/30/2025	Deposit			40,250.66
04/30/2025	Deposit			1,011.94

Total 41,262.60

TREAS RPT - Summary Cash Report - Cash

Beginning Balance Date 1/1/2025

Treasurer's Summary Report

For 2025 - Apr

Fund: FD00712 Port/Illahee General

Ledger Account	Revenue or Spend Category	Beginning Balance	Debit	Credit	Month-to-Date	Year-to-Date
Cash						
Beginning Cash Balance						753,129.22
1182:Investments		-2,913.67	0.00	1,011.94	-1,011.94	-3,925.61
Purchased						
3100:Taxes	3110.10 - Real and Personal Property Taxes	8,528.50	40,250.66	0.00	40,250.66	48,779.16
3100:Taxes	3170.20 - Leasehold Excise Tax	14.22	0.00	0.00	0.00	14.22
3600:Miscellaneous Revenues	3610.11 - Investment Interest	2,913.67	1,011.94	0.00	1,011.94	3,925.61
3800:Other Increases in Fund Resources	3890.40 - Custodial Type Deposits	9,879.00	0.00	0.00	0.00	9,879.00
5890:Custodial Activities	5890.40 - Warrants Issued	-55,425.66	0.00	15,117.99	-15,117.99	-70,543.65
6900:Transfers Out	6971.88713 - Transfers Out	-700,000.00	0.00	0.00	0.00	-700,000.00
Total Cash		-737,003.94	41,262.60	16,129.93	25,132.67	41,257.95

699.10 Investment

699.20 Property Tax

TREAS RPT - Summary Cash Report - Investments & Debt Service

Beginning Balance Date 1/1/2025

Treasurer's Summary Report

For 2025 - Apr

Fund: FD00712 Port/Illahee General

Ledger Account	Beginning Balance	Debit	Credit	Month-to-Date	Year-to-Date
Investments					
Beginning Investment Balance					298,672.57
1182:Investments Purchased	2,913.67	1,011.94	0.00	1,011.94	3,925.61
Total Investments	2,913.67	1,011.94	0.00	1,011.94	302,598.18

Debt Service

TREAS RPT - Summary Cash Report - Cash

Beginning Balance Date 1/1/2025

Treasurer's Summary Report

For 2025 - Apr

Fund: FD00713 Port/Illahee GO Bond

Ledger Account	Revenue or Spend Category	Beginning Balance	Debit	Credit	Month-to-Date	Year-to-Date
Cash						
Beginning Cash Balance						63.00
1182:Investments		-704,544.31	0.00	2,364.02	-2,364.02	-706,908.33
Purchased						
3600:Miscellaneous	3610.11 - Investment Interest	4,544.31	2,364.02	0.00	2,364.02	6,908.33
Revenues						
4900:Transfers In	4970.88712 - Transfers In	700,000.00	0.00	0.00	0.00	700,000.00
Total Cash		0.00	2,364.02	2,364.02	0.00	63.00



Investment Interest



1610 S Technology Blvd

Suite 100

Spokane, WA 99224

T: 800-462-8418

F: 509-747-3875

www.enduris.us

May 6, 2025

Jennifer Olson
Office Administrator
Port of Illahee
3550 NW Byron Street
Silverdale, WA 98383

Re: Our Member: Port of Illahee
Claimant: Port of Illahee
Date of Loss: 4/25/2025
Our File: C11031

Dear Ms. Olson:

This letter is regarding the claim for the water damage/mold problem in the basement of the residential home located at 5560 Ocean View Blvd NE, Bremerton, WA 98311.

Our investigation indicates that the problem has been ongoing for some time and is more than likely caused by long-term moisture issues in the daylight basement of this home.

Your property policy through Enduris insures your scheduled property for sudden and accidental damage caused by a covered peril. On page 23 of the Public Entity Property Insurance Program (PEPIP) it states the following:

SECTION IV GENERAL CONDITIONS

A. PERILS COVERED

Subject to the terms, conditions, and exclusions stated elsewhere herein, this Policy provides insurance against all risk of direct physical loss or damage occurring during the period of this Policy.

B. EXCLUSIONS

This Policy does not insure against any of the following:

1. Loss or damage caused by or resulting from moths, vermin, termites or other insects, inherent vice, latent defect, faulty materials, error in design, faulty workmanship, wear, tear or gradual deterioration, rust, corrosion, wet or dry rot,

unless physical loss or damage not otherwise excluded herein ensues and then only for such ensuing loss or damage.

We would also like to point out that Addendum S-Notice of Property Loss states the following:

**ADDENDUM S
ENDURIS AND ITS MEMBERS
MEMORANDUM OF COVERAGE**

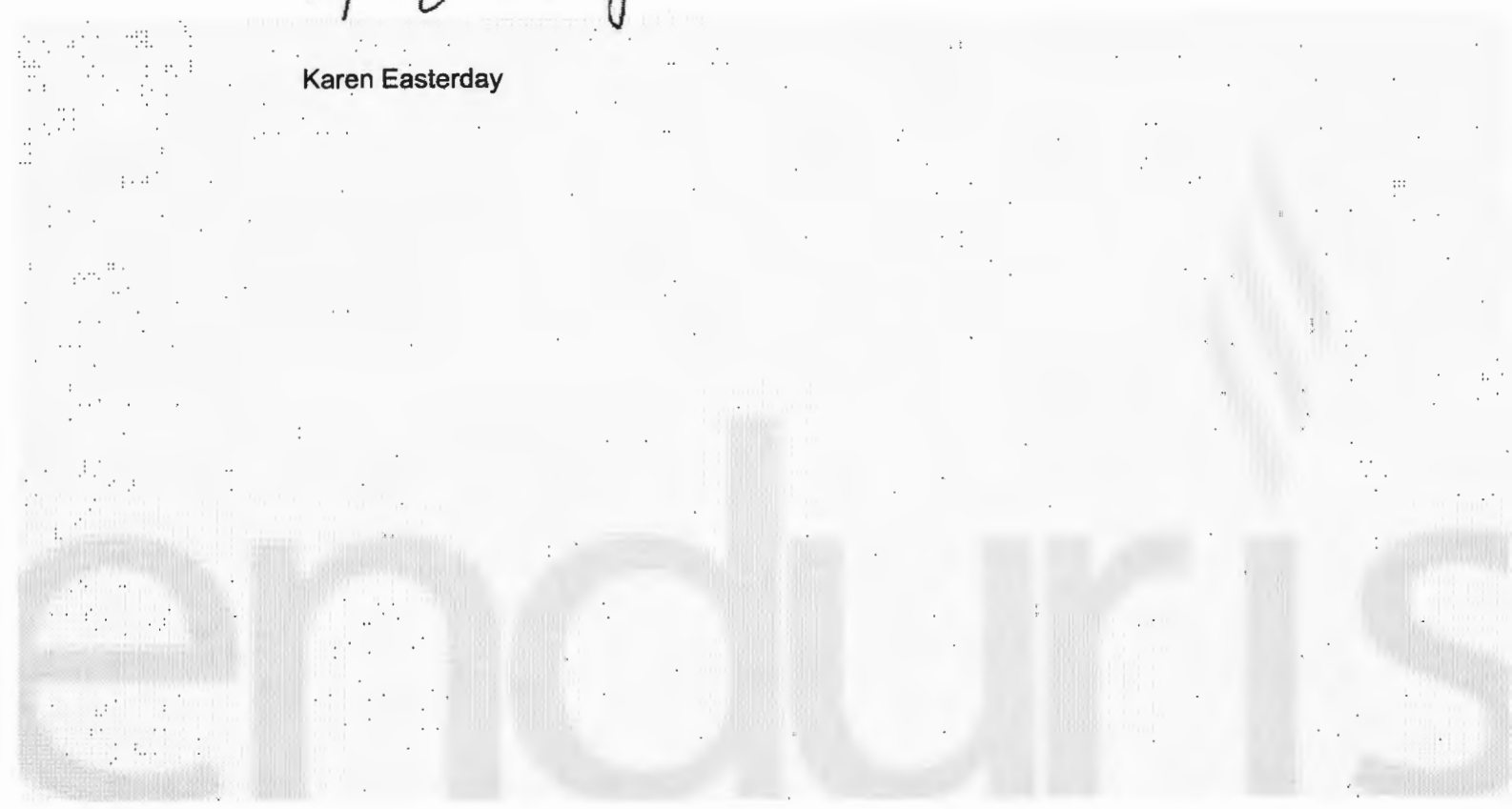
Members are required to submit a property loss with documented damages no later than twelve (12) months after the date of the original physical loss or damage is discovered. This addendum requires written approval from Enduris.

Based on the policy language above, we are unable to provide coverage for the damage to the home. If you feel we do not have all the facts concerning the loss, and have additional information that you would like us to consider, please contact me at 509-252-2491 or by email keasterday@enduris.us.

Sincerely,



Karen Easterday





Port of Illahee <portofillahee@gmail.com>

Request for Sign Permission at Port Store Pumps/Save the Date

3 messages

kathie.lustig@icloud.com <kathie.lustig@icloud.com>

Thu, May 8, 2025 at 11:44 AM

To: illaheeportone@gmail.com, illaheeport2@gmail.com, illaheeporthree@gmail.com

Cc: portofillahee@gmail.com

Dear Illahee Port Commissioners,

Please see attached flyer on the June 27, 2025 kick-off meeting. A new website has gone live (still under construction) that will be dedicated to this process - See illahee-enetaicommunity.org. I also put out a regular newsletter informing the community about events and Save Enetai efforts. I am contacting you to advise the Port of this effort, hope they will participate and to request I can put a vinyl banner up on the poles above the store pumps. It will look exactly like the blue portion of the flyer attached. I request to move the banner to the store building when the construction begins to remove the tanks.

Save Enetai was approved by the County Commissioners to proceed with Amending the Illahee Community Plan (ICP) and we formally kickoff the effort on June 27th 3-5 at the Unitarian Fellowship with Representative Greg Nance. Jim Aho has agreed to do a brief presentation on the history of the ICP. We are in the process of securing a speaker from Community Heart & Soul program that we hope to run in tandem with the amendment process. <https://www.communityheartandsoul.org/>

This will be an important meeting for the Illahee and Enetai communities and we hope you will consider attending and/or participating in the process. This is the time Illahee residents can revisit the plan put in place in 2008 and have input into the amending the ICP along side the Enetai community. When attending the Illahee Days last summer, I found many attendees were new to the area and were not even aware of the community plan.

You may or may not know that we are seeking to amend the plan to extend the current Enetai boundaries already in the plan further south and to the west. Interestingly, a small portion of Enetai that is in the ICP, is in the Port of Illahee jurisdiction. I'd be happy to attend a Port Meeting and provide additional information and answer questions. I plan to send out via USPS detailed questionnaires to both communities and if the Port would like input into questions that apply to them, I'd be happy to include them.

On another note, I suggest all the Port Commissioners visit the newly renovated Olalla Bay Market & Landing as a model to consider when renovating the store and dock areas. <https://www.olallabaymarket.com/> The renovations are impressive, high quality and is a model to consider for the Illahee Store. Anytime I have visited, it is a busy hub for the community and brings in tourists also to the area. I am currently in discussion with the current lessee of the "Little Store" in Enetai who seeks to renovate the store that sits on the corner of Trenton & Stone Way. I do believe the Illahee and Enetai stores are connected by what is known as the Mosquito Fleet bike Trail. Its unclear to me the current lessee of the store is capable of the permitting and renovations required for the Enetai store restoration. I do think there is a potential opportunity to link the stores together with significant economic benefits.

I appreciate the Port Commissioners considering my request to put up a banner at the store pumps and consider being involved in the amendment of the ICP process. I strongly encourage you visit the Olalla store as it is a very successful model to consider.

Sincerely,

Kathie Lustig
President, Save Enetai
cell: 805-637-8610

May 7, 2025

Board of Commissioners

Port of Illahee

Dear Board of Commissioners,

I am writing to formally resign from my position as Contract Administrator with the Port of Illahee, effective July 7, 2025.

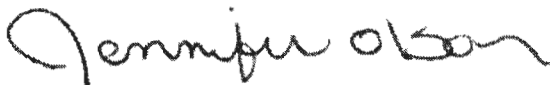
This has been a difficult decision, but one I've made after much thought and reflection. Over the past year, my role has evolved significantly, with responsibilities growing well beyond what was originally expected. While I've always strived to give my best, the combination of report preparation, QuickBooks online management with limited tools, communications, errands, and added volunteer hours has become increasingly hard to manage, especially alongside my family obligations.

Additionally, the recent situation involving the property at 5560 Ocean View has been a factor in my decision. In an effort to support a smooth transition for the tenants and ensure a move out date by May 31, I made the decision to forgo a significant commission. I did this in good faith, prioritizing their well-being especially in light of the fact that the Commission did not move forward with the attorney's recommendation to offer rental assistance or a down payment incentive. Instead, the proposed alternative of temporary hotel lodging, which was not suitable for tenants with pets and added uncertainty, caused additional stress and confusion. I believed helping them secure stable housing was the more compassionate and practical approach. While I've always strived to be a collaborative and dependable team member, the way this situation was managed left me feeling somewhat overlooked and underappreciated. Combined with growing family responsibilities, I believe this is the appropriate time for me to step back and focus on the next chapter of my personal and professional life.

I'm incredibly grateful for the time I've spent with the Port and the relationships I've built along the way. I remain committed to supporting a smooth transition and am happy to assist in any way I can during the notice period.

Thank you again for the opportunity to serve this community. I wish the Port of Illahee all the best moving forward.

Warm regards,

A handwritten signature in black ink that reads "Jennifer Olson". The script is cursive and fluid, with the first name "Jennifer" being more prominent than the last name "Olson".

Jennifer Olson

Resolution 2025-02

Divestment of Two Port Properties to Fund 2025 Construction Project

Whereas the Port of Illahee is currently in the process of upgrading facilities at the dock and the uplands which requires additional funding to support the construction project, and

Whereas the two property sales will provide a significant portion of the required funding for the project, and

Whereas the funding is needed to pay the contractor prior to reimbursement from the approved RCO grants, which have a lag time and which makes the two divestments time sensitive as the project is already within roughly 3 months of substantial completion, and

Whereas the Port of Illahee is already concerned about having the necessary cash flow funds for the construction project even with the \$700,000 bond and thus approved Resolution 2024-09 Assist Fund Established for Receiving Donations to offset future Port indebtedness, and

Whereas the 5560 Ocean View property has some substantial issues with mold and possibly more, that need to be remediated that would require additional time and funding to complete which would be after the tenants move out on May 30, 2025, which would further limit a timely sale of the property.

Therefore, the Port of Illahee hereby authorizes the divestment of the 5560 Ocean View property and the divestment of the Illahee Road lot property to be put on the market as soon as possible, for a specified period of time for maximum market exposure under these compressed time frames, and to be sold "as is". In order to expedite the sales, the Port further authorizes the Port Administrator to facilitate the sales whether by a Port sale or through a real estate agent such as Frank Leach who sold the properties to the Port years ago, should she or he agree.

Commissioner Hall

Commissioner Aho

Commissioner Rupert