



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 Ilwaco. 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

A handwritten signature in blue ink, appearing to read "James Aho", written over a horizontal line.

Commissioner James Aho

A handwritten signature in blue ink, appearing to read "Eric Hall", written over a horizontal line.

Commissioner Eric Hall

A handwritten signature in blue ink, appearing to read "Jeffrey Rupert", written over a horizontal line.

Commissioner Jeffrey Rupert