



## Port of Illahee Minutes of Regular Meeting

August 13, 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; Jon Buesch; Cathy Johnson

- August 13, 2025, Meeting Agenda
- July 9, 2025, Regular meeting minutes
- July 18, 2025, Special Meeting minutes
- July 28, 2025, Kitsap All Ports Meeting minutes
- Payment of bills with check numbers 5369 through 5378 totaling \$331,044.98  
(motion by Rupert; second by Hall; all in favor)

### Signing of Documents

Commissioners plan to stop by the Illahee Store to sign documents on Saturday August 16, 2025.

### Public Comment

N/A

### REPORTS/UNFINISHED BUSINESS -

#### Grants/Waterfront Access Improvements

Commissioner Aho noted that construction is progressing well, with pile driving expected to be completed within a week and daily marine animal monitoring ongoing. Discussion centered on dock guardrails. Commissioner Aho suggested obtaining an estimate from Quigg Brothers and proposed having John Piccone make the request as the main contractor contact. Commissioners Rupert and Hall opposed involving Mr. Piccone, noting that the guardrail work is outside the current contract scope and that a separate estimate should be obtained directly from Quig Brothers after the main project is completed. Commissioner Aho noted that he was the Port's project point of contact. Cathy noted three bids should be obtained.

#### Illahee Store Project

Commissioner Aho noted that the Port is still waiting for PLIA's contractor to schedule work in late fall.

### Treasurer's Report as June 30, 2025

■ General Fund:	\$ 33,717.94
■ Investments:	\$ 304,751.39
■ Bond:	\$ 297,908.33
■ Total:	\$ 636,377.66

### Treasurer's Report as July 31, 2025

• General Fund:	\$ 225,456.30
• Investments:	\$ 305,815.56
• Bond:	\$ 11,093.05
• Total:	\$ 542,364.91



## Grant Status

BFP RCO: Total= \$851,065.00, Amount of RCO paid:\$ 325,638.07

Remaining RCO Funds: **\$ 525,426.93**

• ALEA RCO: Total = \$500,000.00, Amount of RCO paid:\$ 168,482.92

Remaining RCO Funds: **\$ 331,517.08**

• RCFB RCO: Total= \$191,000.00, Amount of RCO paid: \$18,296.16

Remaining RCO Funds: **\$172,703.83**

## Website

Nothing new to Report

## Properties

- **5560 Oceanview Blvd:** Commissioner Hall signed the closing papers for the property, and the Port is expected to receive the funds by tomorrow.
- **5507 Illahee Road:** Nothing new to report.
- **Lot 36 Illahee Road** - The property is currently listed on the MLS for \$75,000

**Dock/Pier-** Currently Closed for construction project.

## New Business

### 1. Municipal Bond – To Go Bond 2019

The Commissioners approved using funds from the sale of 5560 Ocean View Boulevard to pay off the remaining balance of \$107,442.33 from the 2019 municipal bond.

**Commissioner Hall made a motion to pay off the 2019 limited tax obligation bond (motion by Hall; second by Rupertl; all in favor)**

### 2. Solar Lights on Flagpole

The Commissioners discussed installing solar lights on the flagpole, which will be reinstalled after the concrete foundation is completed. The Commission agreed to explore cost-effective and low-maintenance lighting options before rehangng the flag.

### 3. Trash Service

The Commissioners discussed resuming trash service. Commissioners Rupert and Hall agreed to table the decision until construction is complete, noting that some temporary bins are already in place.

### 4. Administrator moving files to Illahee Store by End of August

The Contract Administrator will box all Illahee Port files and place them in a black filing cabinet at the Illahee store by the end of August. She will transfer the computer, printer, and checks to Commissioner Hall, who will assume her duties beginning with the September meeting.

## Adjourn-

At 7:30 PM, the meeting adjourned. **(motion by Hall; second by Rupertl; all in favor)**

The next regular meeting is scheduled for September 10, 2025, at 6:30 PM via Zoom.

Commissioner

Commissioner

Commissioner