

**AGENDA FOR  
PORT OF ILLAHEE COMMISSION  
Wednesday, March 11th - 6:30PM  
ZOOM MEETING #715 0997 5823 / Password: Illahee**

**1. CALL TO ORDER**

**2. CONSENT AGENDA**

- March 11<sup>th</sup>, 2026 Agenda
- February 12<sup>th</sup>, 2026, Regular meeting minutes
- Pay Bills with check numbers **5460 through 5465 totaling \$3985.11\*** Pending Auditor Approval\*

**3. SIGNING OF DOCUMENTS**

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

**4. ELECTION OF OFFICERS/JOB DUTIES**

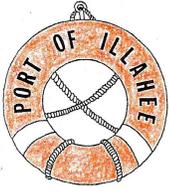
**5. PUBLIC COMMENT opportunity #1**

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

**6. REPORTS/UNFINISHED BUSINESS**

- **Grants/Waterfront Access Improvements**
  - Waterfront Project
  - **Illahee Store Project** – status
- **Treasurer’s Report** as of February 28, 2026:

• <b>General Fund:</b>	<b>\$132,349.80</b>
• <b>Investments:</b>	<b>\$133,356.21</b>
• <b>Bond:</b>	<b>\$11,093.05</b>
	<hr/>
• <b>Total:</b>	<b>\$276,799.06</b>



**AGENDA FOR  
PORT OF ILLAHEE COMMISSION  
Wednesday, March 11th - 6:30PM  
ZOOM MEETING #715 0997 5823 / Password: Illahee**

- **Reports**
  - **Website:** Anything to report?
  - **Properties:**
    1. 5507 Illahee Road/Illahee Store Property
  - **Dock/Pier**

**6. NEW BUSINESS**

- State Audit Exit Conference
- PLIA/SLR Update on Underground Storage Tanks

**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 Tenbrink:**
- **Commissioner Hall:**
- **Commissioner Rupert:**

**9. ADJOURN - Regular Meeting – Wednesday, April 8, 2026, at 6:30 PM via Zoom**



## Port of Illahee Minutes of Regular Meeting

February 12, 2026

### 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. **Commissioner Jeffrey Rupert** called the meeting to order at 6:30 PM. Also, in attendance were **Commissioner Eric Hall**; Roy Barton; Jim Aho; Janet, and members of the public

### Consent Agenda

- February 12, 2026, Meeting Agenda
- January 14, 2026 Regular Meeting Minutes
- Payment of bills with check numbers **5452** through **5458** totaling **\$5,227.50**
- **(motion by Rupert; second by Hall; all in favor)**

### Signing of Documents

Commissioners plan to stop by the Illahee Store to sign documents on Friday, February 13, 2026.

### Public Comment

Roy Barton relayed comments from Cathy Johnson indicating the Port budget may require revision. The current ending balance may be **approximately \$68,000 higher than shown** because the sale of a lot was not included in the adopted budget.

It was suggested that the **Budget Committee reconvene to review and revise the figures** before presenting an updated budget at a future meeting.

Roy Barton also noted the Port website still showed a **"dock closed" message**. Staff agreed to verify and update the website if necessary.

Roy Barton further suggested that **copies of vendor payments be included with the consent agenda each month** so commissioners and the public can review what bills are being paid.

A motion was made to **include detailed voucher/payment information with the monthly consent agenda package**.

**(Motion by Rupert; second by Hall; all in favor)**

Jim Aho reported that the **final inspection approval for the waterfront project had been issued by the County**. Documentation will be distributed to the commissioners once the complete report is received.

He also discussed the **stormwater filtration system installed in the parking area**. Replacement filters are estimated at **approximately \$200 each (three total)** and typically last **1–2 years**, though given the small parking area they may last longer.

Commissioners discussed establishing an inspection schedule. Annual inspections were recommended.

Jim Aho also reported attending an **RCO grant meeting regarding future funding opportunities**, noting that grants with approximately **25% match requirements** may be available in the future for projects such as **dock decking replacement**.

## REPORTS/UNFINISHED BUSINESS

### Grants/Waterfront Access Improvements



**The waterfront access improvement project is substantially complete. Remaining items include:**

- Final grant close-out report
- Submission of final billing documentation
- Preparation of a final boundary map
- Installation of required project plaques

Commissioner Hall noted that RCO pre-applications are due April 30 with final applications due July 15 if the Port wants to pursue additional grant funding opportunities.

## Illahaee Store Project

- **5507 Illahaee Road:** CERB Rural Ports Presentation scheduled for Jan 15<sup>th</sup>, 2026

## Treasurer's Report as January 31, 2026

■ General Fund:	\$ 264,509.01
■ Investments:	\$ 8,356.21
■ Bond:	\$ 11,093.05
■ Total:	\$ 283,958.27

A motion was made to transfer \$125,000 from the General Fund to the investment pool in order to generate investment earnings while maintaining sufficient reserves for upcoming projects.  
*(Motion by Hall; second by Rupert; all in favor.)*

## Website

Commissioner Hall reported multiple improvements to the Port website including:

- Consolidation of menus and navigation
- CSS improvements to layout
- Updated dock photographs

Future improvements may include a rotating slideshow highlighting the new dock and waterfront improvements.

## Properties

Commissioner Rupert reported performing maintenance work on the Illahaee Store roof, including moss removal and treatment with baking soda. Further cleaning may be required depending on how conditions develop during the spring.

## Dock/Pier

**Commissioner Rupert reported the following improvements and maintenance activities:**

- Installation of a new 4×6 American flag at the dock
- Pressure washing of the dock and floats with assistance from volunteers
- Troubleshooting of dock lighting issues with Puget Sound Energy
- Temporary rewiring of breakers to restore lighting

Some electrical breakers appear to be deteriorating and may require future replacement.

Commissioner Rupert also reported that restroom access will remain temporarily locked until waste collection service is established, to prevent garbage from accumulating in the vault toilet.

Waste Management service information will be provided so garbage service can begin.



Discussion occurred regarding whether to install additional trash receptacles at the dock, though commissioners agreed to evaluate usage levels before implementing additional infrastructure.

## New Business

None

## Public Comment

## Adjourn-

At 7:33 PM, the meeting adjourned. **(motion by Hall; second by Rupert; all in favor)**  
The next regular meeting is scheduled for March 11, 2026, at 6:30 PM via Zoom.

---

Commissioner

---

Commissioner

---

Commissioner