

**AGENDA FOR
PORT OF ILLAHEE COMMISSION
Wednesday, April 8th - 6:30PM
ZOOM MEETING #715 0997 5823 / Password: Illahee**

1. CALL TO ORDER

2. CONSENT AGENDA

- April 8th, 2026 Agenda
- March 11th, 2026, Regular meeting minutes
- Pay Bills with check numbers **5468 through 5471 totaling \$3,074.80*** Pending Auditor Approval*

3. SIGNING OF DOCUMENTS

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

4. RESIGNATION OF COMMISSIONER TENBRINK

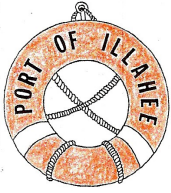
5. PUBLIC COMMENT opportunity #1

- 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**
 - Boating Infrastructure/Facilities Program Grants
 - **Illahee Store Project** – status
- **Treasurer's Report** as of March 31, 2026:

• General Fund:	\$128,364.69
• Investments:	\$133,597.90
• Bond:	\$11,396.23
• Total:	\$273,358.82



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- **Reports**
 - Website
 - Properties
 - Dock/Pier

6. NEW BUSINESS

- PLIA/SLR Update on Soil Barrel Removal
- Zoom Official Port Phone Number

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

9. ADJOURN - Regular Meeting – Wednesday, May 13, 2026, at 6:30 PM via Zoom



Port of Illahee Minutes of Regular Meeting

March 11, 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 **5460** through **5465** totaling **\$3,985.11**
- **(motion by Rupert; second by Tenbrink; all in favor)**

Signing of Documents

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

Election of Officers and Job Duties

Discussed the roles and adjusted responsibilities. The Port Administrator position was made an official duty taken on by a commissioner with the webmaster duties folded into the Port Administrator.

Motion to Appoint Jeff Rupert as Commission Chairman; second by Tenbrink; all in favor

Motion for Chairman Jeff Rupert to continue as Dockmaster, Commissioner Hall as Port Administrator, and Commissioner Tenbrink as Property Manager; second by Jeff Rupert; all in favor

Public Comment

Roy Barton asked for clarification on the Port Administrator role. Commissioner Hall explained that the Port would not be able to sign a contract with a serving commissioner as that would constitute a conflict of interest. It was advised that the Port Administrator role could be fulfilled as an official duty like in years past.

Jim Aho discussed that the Dock Assist Fund was continuing to receive donations and wanted to discuss the plaque recognition and when it should be obtained. Due to the store being renovated, it was advised that the Assist Fund could be tied to the CERB funding to boost donations.

REPORTS/UNFINISHED BUSINESS

Grants/Waterfront Access Improvements

The RCO Grants require an RCO Project Boundary Map to be included in the final report. Final billings must occur first and then final reports turned in. Meeting with both RCO grant managers to discuss any potential hang ups in closeout.

Illahee Store Project

- **5507 Illahee Road:** CERB Rural Ports Presentation scheduled for Jan 15th, 2026

Treasurer's Report as February 31, 2026



- General Fund: \$ 132,349.80
- Investments: \$ 133,356.21
- Bond: \$ 11,093.05
- Total: \$ 276,799.06

Website

Commissioner Hall will be adding warrants to the appropriate section on the website

Properties

No major issues noted

Dock/Pier

Commissioner Rupert reported the following:

Individual was removed from the property by the Kitsap County Sheriff's Office due to a disturbance

Waste Management can delivery may have been delayed.

Pressure washing quotes were being gathered by Commissioner Rupert to consider whether it's worthwhile to purchase equipment vs contract it out.

Discussed the temporary boat moorage and explain how they were being coordinated

New Business

Commissioner Hall met with PLIA to discuss the way forward on the underground storage tank removal. The Illahee Store Project sequencing will need to be modified as PLIA's contractor, SLR, may not be able to begin work until September. Interior renovation will occur first and then the placement of the septic holding tank will happen once SLR completes their work.

Boating Infrastructure Grant (BIG) has a pre-application due date of April 30th and full application is July 15th.

Public Comment

Adjourn-

At 7:21 PM, the meeting adjourned. **(motion by Hall; second by Tenbrink; all in favor)**

The next regular meeting is scheduled for April 8, 2026, at 6:30 PM via Zoom.

Commissioner

Commissioner

Commissioner

