

Port of Silverdale – Minutes of Regular Meeting on August 16, 2018

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1. CALL TO ORDER

Commission chairman Ed Scholfield called the meeting to order at 7:00 PM in the Port office. Also present were Commissioner Henry Aus; Attorney Phil Best; Administrator Theresa Haaland; Mike Vasquez of MTV Home Repair; Carla Larson of Whaling Days; Bridget Burke of Clam Island Rowing (CIR); Steve Rice of Rice Fergus Miller (RFM); Marvel and Randy Hunt of the Central Kitsap History Club; and Caleb Reese.

1.1. Agenda – *the agenda was approved* (motion by Aus, second by Scholfield, unanimous).

2. CONSENT AGENDA

2.1. *The July 19, 2018 Regular meeting minutes and the July 30, 2018 Kitsap All Ports meeting minutes were approved as submitted* (motion by Aus; second by Scholfield, unanimous).

Commissioner Greaves' absence was excused (motion by Scholfield; second by Aus, unanimous).

3. PUBLIC COMMENT – it was decided to allow Bridget Burke to be first on the agenda as she had a time constraint.

Ms. Burke reported that CIR is planning to install a hose rack on the side of the Port building in rowing alley. Commissioner Scholfield requested Ms. Burke obtain permission from the landlord prior to installing the rack since it will be fastened to the building.

Ms. Burke met with Commissioner Scholfield and Theresa at the non-motorized boat storage area just prior to tonight's meeting. She explained that it is a very successful Port program and the Commissioners should be proud of that. Soon there will be two more

canoes and two double kayaks, which will bring the storage area to full capacity. Ms. Burke said that she has been volunteering since its inception in 2013 and feels it is time for her to step down and find someone else to fill her position, but before she goes she would like to see the program formalized by creating actual spaces in the area and mapping it out, so that it is clear who rents which space. Ms. Burke will order a new sign for the non-motorized storage area that lists the Port's phone number. Commissioner Scholfield will order and/or with Mike's help make numbers for the spaces. Ms. Burke requested the Port clean up the underutilized lot that is adjacent to Kitsap Sailing and Rowing Foundation's (KSRF) lot and across the street from the Port office. It has several of the large tubs with Styrofoam that were used underneath the floats, which have met their life expectancy for the Port's use. There is other Port material in the lot as well. Commissioner Scholfield explained that the Port needs a place to store items and also needs a staging area. Since the back of the Port office was cleaned out to accommodate CIR's fence extension many of those items were moved to that lot. He suggested KSRF and CIR clean up the lot since they are already storing a rowing shell and several small boats in there without Port approval. This also was the case for the sails that are now stored in the upper area in the Port's shop. Ms. Burke agreed that they were not being very good partners by not communicating with the Port prior to utilizing the space. It's just that they are running out of space, which really is a good thing as it shows the Port-sponsored programs are successful and growing. She sees an opportunity to not just clean up the lot across the street, but make it available for the programs and other Port storage. She said it would be great if the Port could help them in cleaning it up. There is a large mound of dirt and several of the large dock tubs that are limiting the usable space in the lot. Ms. Burke asked that the bins be removed, which would

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not only add a lot of additional space, but it would also rid the eyesore along Old Town's main thoroughfare. Selling the bins on Craigslist was discussed; however, they have very little to no value as there are holes in them. It was agreed it may be best to take them to the dump. Commissioner Scholfield explained that at times the photography company, which is located next to the Port office, needs a place to park their trailer. He allowed them to park it in that lot as it benefits the community by freeing up parking along the street. If the Port doesn't have an on-site area for staging then off-site storage fees could be incurred, so it is important for the Port not to lose that lot across the street to its programs. Ms. Burke explained that if that mound of dirt was leveled out and tubs removed and other items rearranged, she believes there would be enough space for both the programs and the Port. Commissioner Scholfield explained that if it were a shared area the Port would require the cement slab to be available for Port use at all times, which could pose a problem as it would block the entry gate. Ms. Burke suggested that in that case the Port contact CIR and KSRF prior to items being delivered or stored there. Commissioner Scholfield said that the onus should not be on the Port to do that as there will be times when it is impossible to know exactly if/when things are being dropped off there. KSRF and CIR would need to plan accordingly and not store essential items in that lot and be sure not to encroach on the Port's staging area. Commissioner Scholfield explained that Tim will be using heavy equipment on August 29th to clean out underneath the boat ramp. Tim will be asked to also use the equipment to level out the mound of dirt in the lot, if time permits.

Ms. Burke reported that CIR held two weeks of teen summer camp. The first week was too windy to row, but the second week was fantastic. Also, twenty-two middle-schoolers received their Physical Education (PE) credit in

July by attending CIR Summer Rowing Camp. It was a very positive experience.

3.1. Waterfront Master Plan – Steve Rice updated everyone on RFM's efforts regarding the updated Waterfront Master Plan. RFM is rethinking their initial ideas by scaling down that vision as parking will dictate the size of the facilities. Reid Middleton's structural evaluation of the Old Town Pub was reviewed. Mr. Rice explained that the building would have to be raised in order to accommodate a new foundation and footing system. Basically, it requires a total structural rebuild, which is not totally a surprise considering the age of the building. It would be renovated from the bottom up and the final product would be a new building with the existing beams. Mr. Rice explained that they do not have actual numbers but from experience RFM believes the labor intensity of such a project would end up costing more than a demo and rebuild. The next step if the Commissioners are considering the renovation would be to order a cost estimate report, which will cost anywhere from \$3,000 to \$5,000. Randy Hunt explained that there are State grants available for historical building renovations. The building isn't currently on the State or County historic building registry, but Mr. Hunt said that is because no one ever pursued it. It could be significant for the community. It was explained that renovating the building would limit what can be done to it compared new construction. It was questioned that if all the required renovations were made what would it actually be in the end. Marvel Hunt said that the big box stores and the mall show the newer Silverdale, but there is so much history in Old Town. It is basically the only area of Silverdale

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that actually shows the Silverdale of yesteryear. Ms. Hunt asked if the Port Commissioners are really interested in saving Old Town. She said that the water is a big draw to this area, but there needs to be more. Mr. Hunt said that he doesn't want another Old Town Pub. Back in the day after it was Emel's livery stable the building was turned into a restaurant. The Port now has the opportunity to renovate it into something for the community. Phil said that even if it were to be rebuilt as a waterfront facility the history can still be saved and passed on by showcasing historic pictures of the area along with written history. Ms. Hunt said that Mr. Hunt would love to see it renovated, but she doesn't mind if it were to be rebuilt as long as it is designed with an Old Town feel. She has heard from many people that the new construction of the Silverdale Auto Works is out of touch with Old Town and she hopes the Commissioners will take that into consideration if the decision is to rebuild.

4. UNFINISHED BUSINESS

4.1. Pump Station 3 – Mr. Rice said that he was happy to see Commissioners Aus and Scholfield at the County sponsored pump station meeting held on July 26th. It was agreed that the meeting was more of an informative meeting, where the County communicated what they have planned for the pump station upgrade not necessarily asking for input. Mr. Rice said that the County needs a vision for the waterfront and until then they are kind of stuck on the idea of just upgrading the building, but there is such an opportunity to make something so much better. One point that Mr. Rice found encouraging from the meeting was that the County said they were willing to work

with the Port. A joint facility could be a win/win for everyone involved including the public. He provided pictures of Skansie Park in Gig Harbor. It is a new dual use facility of a sewer lift station and restroom facility. There is a viewing platform from the top. It is a great example of creative thinking, which is what is needed for the Silverdale pump station. Mr. Rice offered to reach out to the County and attempt to set up a meeting to further discuss the pump station 3 upgrade.

Commissioner Greaves and Phil attended meetings with Mr. Rice and Central Kitsap School District (CKSD) personnel. Most of the CKSD staff at the Jenne-Wright building have moved to their new facility off of McWilliams Road. CKSD is working with RFM to determine what to do with the building and property once they are totally moved. They are interested in what the Port is doing in hopes to work together to better the Old Town area. The next meeting is scheduled for August 23rd. It is thought Commissioner Greaves may be planning on attending along with Phil.

Mr. Rice requested a meeting be held on September 12th at 2:30PM at the Port office so that RFM personnel can provide the Commissioners with an update on the Port's Waterfront Master Plan. The Commissioners agreed. Since more than once Commissioner will be attending this meeting it will be a Special Meeting and notice will be placed on the door accordingly.

Ms. Hunt asked if the Commissioners decided to move forward with ordering a cost estimate report for the Old Town Pub. The Commissioners decided to table the item until

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next month's meeting when all three Commissioners are present.

4.2. Port Programs

a. Sailing – the damaged motor description will be generated and then the motor will be listed with Washington State Department of Enterprise Services - Surplus Property Disposal.

b. Rowing – discussed under Public Comment.

c. Non-motorized boat storage – discussed under Public Comment

4.2. Port Facilities

a. Dredging – Phil reported that with the Army Corps' request for dredging alternatives both Marine Surveys and Assessments (MSA) and Coastal Geological Services (CGS) are providing additional work for the Port. CGS submitted an invoice in the amount of \$3,075 which is being paid tonight.

b. Dock maintenance – the rub rails have been installed. There are two areas where Tim plans to replace rotten wood and secure the new rub rail, but other than that it is complete. Lester Burk, a boater who frequently moors at the Port, contacted the Port to report that the maintenance crew at the dock damaged his boat. Tim is working with Mr. Burk directly on this although disagrees as the timing of the damage doesn't align with when his work crew was on the docks.

c. Port Rules/Windsock – once the water boundaries are determined Tim will be working on placing "No Wake" buoys out in the Port's outer waters. There was a complaint from a

boater that was moored at the facility about an incoming boater that created a large wake when coming into the Port facility in "plow" mode. It really rocked his boat so he confronted the other boater, which apparently didn't go well as he later left a message on the Port's message machine concerned that he might be vandalized sometime in the night. No vandalism was reported. Other boaters came into the Port office to also complain about boats creating wakes and was happy to hear that the Port was considering installing buoys with the wording "No Wake". They complained that after hours the docks are busy with teenagers/young adults. They questioned if the security company is aware that non-boaters should not be on the docks after 10:00PM. They were also concerned about individuals swimming in the motorized boating area. It was explained that the security guard randomly patrols the docks after hours and if he witnesses anyone not following the Port rules (i.e. non-boaters on the docks after hours or individuals swimming in the moorage facility) he/she will ask the individuals to comply to the rules. If individuals refuse the security guard will call the sheriff, which could and has led to individuals being trespassed.

d. Olympic Outdoor Center (OOC) – at last month's meeting it was determined there was miscommunication in regards to OOC's use of the pier to hold its concession stand. Port Commissioners thought the structure would be erected in June and removed at the end of the season in September for 2018, 2019 and 2020. At last month's meeting OOC's owner, John Kuntz, said that he intended for the structure to be there year-round through the life of his three-year lease, although he only would pay

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for four months out of the year.

Commissioners discussed charging OOC the monthly rate, while the structure remains on Port property. Mr. Kuntz is currently out of the State until mid-October. He will be asked to attend an upcoming Port meeting.

4.4. Port Properties

a. 9004 Washington/Dispute Resolution Center (DRC) – there has been no word from DRC personnel regarding their request to upgrade/update the building. Commissioner Scholfield was approached by the owners of Silverdale Autoworks, the adjacent property owner, asking if the Port would be willing to share the costs to pave a portion of the alley between the two properties. Phil said that may be a problem as the Port is required to follow the Public Works laws and use the Small Works Roster. Commissioner Scholfield agreed.

b. 9020 Washington/Elizabeth's House of Wax – Mike said that the last he had heard Robison Plumbing contacted the County asking for a copy of the video recording that would show exactly where the sewer outlet for the property is located.

c. 3255 NW Lowell Street/Central Valley Daycare – there is a credit of ⁴79.91 on MTV's invoice this month. It is a refund for the permit fees that the Port had originally reimbursed to MTV, but should have been paid by the tenant. Silverdale Water had reported a possible water leak at the property; it has since been fixed. The tenants are working to obtain necessary State permits to run the daycare.

d. 3473 NW Byron Street/Old Town Massage – Mike reported that the southeast corner of the building is quickly deteriorating. Commissioner Scholfield reported that Trevor Mercer, the individual taken into custody after being found on the premises, made bail, but has failed to attend his court appearance.

4.5. Department of Natural Resources (DNR) – Phil will be working on requesting an expansion of the Port's outer water boundaries.

4.6. Whaling Days ^{4.6.a} *it was agreed to pay Boy Scout Troop 1540 \$800 for their cleanup efforts during and after Whaling Days 2018* (motion by Aus, second by Scholfield, unanimous).

^{4.6.b} An e-mail dated August 1, 2018 was received from Carley Bayer. Ms. Bayer claims to have sustained a broken bone in her foot, when she stepped onto the wheel track of the Port's gangway. She states that she was not able to see the wheel track of the ramp because it was "pitch black" at the bottom of the ramp. She requested compensation for her medical bills and lost wages due to the injury. The Port's insurance company, Enduris was notified. A letter along with a Claim for Damage form was mailed to Ms. Bayer. She is required to return the completed form to the Port and then a copy will be will be sent to Enduris. ^{4.6.c} Commissioner Scholfield was harassed on the Sunday of the festival as he was moving a boat from the "reserved" area to accommodate a boat affiliated with the Duck boat. A woman on another boat started telling him he couldn't do that. He identified himself and said he had authority to move the boat. She continued to take pictures of him and yell at him. A Safe Security guard was on duty on the pier, but it was a new guard that didn't know

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Commissioner Scholfield, so he couldn't identify him. Commissioner Scholfield requested the guard ask for Sheriff assistance. Two deputies arrived and were also skeptical of Commissioner Scholfield's actions as he had nothing identifying him as a Port authority. The boat was moved. Commissioner Scholfield has ordered new safety vests with "Port of Silverdale" on the back. It was agreed shirts for Port Commissioners with the Port logo and name should also be purchased.

NEW BUSINESS

5.1. Discrepancy in moorage fee payment – Mr. Barry Fretwell contacted the Port because he received a past due moorage fee letter. He suggested the police be involved because money must be missing as he paid cash for each of the two nights he moored his boat. It was verified that Mr. Fretwell did pay for two nights, which confirmed no money was missing and the nightly boat report confirmed that Mr. Fretwell's boat was moored at the Port for three nights (July 24 – 26). He was adamant that he only stayed for two nights (July 24th and 25th). Upon review of the nightly moorage reports for July 25th and 26th the boats listed were identical, which seemed strange. Safe Security's supervisor, Jason, was contacted. He talked to the security guard on duty that night and they apologized as they concluded that there must have been a glitch in their electronic system. A response was sent to Mr. Fretwell, who seem to understand.

5.2. Expansions Yoga is holding yoga sessions on Fridays in August in the grassy area. They were told to contact Roy Sahali to coordinate.

5.3. American Legion Bathtub Races – are scheduled for September 1st and 2nd. The Use of Port Property Application was signed.

6. **SAFETY** – nothing to report.

Commissioner Scholfield reported that the boat ramp has been scraped and it went well. Underneath the handling pier and ramp will be cleaned out on August 29th.

7. APPROVE EXPENDITURES & ELECTRONIC TRANSFER

The attached voucher approval totaling \$49,107.78, checks numbering 11841 through 11866 with 11866 being void and Electronic Transfer 2018-08 to the U.S. Treasury in the amount of \$1,704.38, were approved (motion by Aus, second by Scholfield, unanimous).

The Commissioners agreed that a water cooler could be ordered for the Port office, which will not only benefit Port staff but the public as well.

8. EXECUTIVE SESSION – None

9. ADJOURN

The meeting adjourned at 10:03PM.

Approved:



Henry Aus, Commissioner

Lawrence Greaves, Commissioner



Ed Scholfield, Commissioner

