

## MINUTES OF SILVERDALE PORT SPECIAL MEETING ON APRIL 1, 2021

Commissioner Reese called the meeting to order at 11:01AM at the Port office at 3550 NW Byron Street, Silverdale, WA. Also in attendance were: Commissioner Hunt; Commissioner Scholfield; Attorney Phil Best; Administrator Theresa Haaland; Amy Leitman of Marine Surveys and Assessments (MSA); and Kathleen Byrne-Barrantes of Grant Solutions. Social distancing guidelines were followed. Notice of the Special Meeting was placed on the Port office door days prior to the meeting and a Waiver of Notice of Special Meeting was signed by all Commissioners and is attached to these minutes.

Phil introduced Amy Leitman and explained that she has been working for the Port for the past several years in relation to the dredge. Phil said that he invited Ms. Leitman to the meeting because there are issues that they think the Commissioners need to consider in regards to the idea of moving the floating moorage facility out into deeper water.

Commissioner Reese said that Ms. Leitman actually mentioned at the Port's March regular meeting that there are less restrictions when working in deeper water. At that time Commissioner Scholfield had mentioned moving the facility to the south into deeper water and Ms. Leitman indicated that she thought that was an interesting idea. So since then, it was decided to examine the idea further and Art Anderson Associates (AAA) was asked to provide the Port with a scope of work. It was thought that the money to be used for the dredge around the floating moorage facility could instead be saved and used towards moving the floating moorage facility south into deeper water.

Kathleen Byrne-Barrantes explained that the Boating Facilities Program (BFP) grant and the Aquatic Land Enhancement Account (ALEA) grant can not be used as matching grant money. Commissioner Reese asked Ms. Byrne-Barrantes if the dredging portion of the grant money could be held to be used towards moving the floating moorage facility out into deeper water instead of dredging because dredging wouldn't be needed, which is the whole point of moving the facility. Commissioner Scholfield said either that or go ahead and dredge as planned and apply for the Boating Infrastructure Grant (BIG) to move the facility south.

Phil said that it has taken four years, including a four-day trial to the Pollution Control Board (PCB) resulting in the Port's favor to get to this point. The Port is very close to receiving the final permits necessary to move forward with the dredge. He provided an outline of the process and the costs associated with the work that has been performed to this point for the dredging permits.

Ms. Leitman explained that one issue is that the costs for mitigation of a new structure are much more. She questioned if this project would get the Port to a place where future dredging would not be necessary. Commissioner Reese said yes, that is the whole point of looking into this. The RCO questioned what the Port is doing to mitigate for future dredging and this would be the ultimate, as the water is to a minus ten and therefore future dredging would not be necessary. The costs savings associated with that must be considered. Commissioner Scholfield asked if the Port goes ahead and moves forward with the dredge as planned and then started the process of filing for permits to move the structure out to deeper water, could that be used as mitigation. Ms. Leitman said, no that the National Oceanic Atmospheric Administration (NOAA) Fisheries considers the time horizon of a structure, meaning how much longer will the structure be in place. So, a new structure would have a much higher mitigation multiplier than an older structure. She said that she hoped the Port considers the costs of mitigation when applying for grants. From her experience she has seen where mitigation can cost up to three times more than the actual costs of a project. Ms. Byrne-Barrantes said that a portion of the ALEA grant can be used for mitigation related to beach restoration. Phil said that beach restoration can still be used towards mitigation.

Commissioner Reese agreed that Phil has put a lot of time into getting the Port this far into the dredge permit process and the Port has spent a lot of money on it. He said that with permits he is familiar with you can always do less just not more. Ms. Leitman agreed that was generally true and the Port could still use the permit to dredge the boat launch area. It was agreed that was necessary. She just cautioned that the Commissioners are entirely certain that they will not need to dredge if the floating moorage facility was moved south. Commissioner Scholfield said that it's only going to save the Port ten percent not to dredge the floating moorage facility area anyway.

Phil said that it will be at least another year before the dredge can be performed as we are still waiting on the Army Corps permit and the mitigation debt calculations. He suggested the Commissioners move forward as planned and get the entire area dredged, since the boat ramp area is going to have to be dredged no matter what and from a public relations standpoint it would be wise to follow through on this item that has been in process for many years now. Commissioner Scholfield agreed and said that if the Port failed to get the Boating Facilities Grant (BIG) and didn't follow through with the dredge that wouldn't be good although dredging around the floating moorage facility isn't crucial at this point. Ms. Byrne-Barrantes said that the BFP grant can be matched with the BIG, because the BIG is a federal grant.

Speaking of federal grants, the Port received a call from Gerry O'Keefe of the Washington Public Ports Association informing Ports that the federal government may

be providing stimulus funds available for shovel-ready projects. Mr. O'Keefe said it wouldn't hurt to provide him with information of any shovel-ready projects the Port may have. He asked for the following information: the name of the project, the description of the project, the estimated cost of the project and anticipated start date be sent to him and he would add it to the list of projects that may be eligible for the funding. Commissioner Scholfield said that replacing the asphalt with concrete from the boat ramp to the oil separator would qualify for that funding.

There was further discussion about moving the boat ramp out an additional one hundred feet. Commissioner Reese said that if it is only going to save the Port \$100,000 out of \$700,000 to dredge the floating moorage facility then it would be worth it to go ahead and move forward with the entire dredge. He was just thinking that the money saved on the floating moorage facility dredge could be used towards moving it out into deeper water, never having to dredge again. Commissioner Scholfield said that the mobilization of getting the dredging company on site is a fair amount of the costs, so looking at it that way the same mobilization costs will be charged whether the boat ramp is dredged alone or along with the floating moorage facility. Ms. Leitman suggested the Port contact dredging contractors to get accurate figures because she is not sure how much it would save the Port to only dredge the boat ramp.

The non-motorized float and extension of the farthest finger pier will need to be permitted. Ms. Leitman said that the window for the habitat survey is June 1<sup>st</sup> through October 1<sup>st</sup> so once it is known exactly where these new items are going to be placed a diver must perform a baseline survey, which can only be conducted within that window timeframe. Once the survey is complete it is good for one year and must be submitted to all of the agencies. Commissioner Scholfield said that at the next regular Port meeting the Port will be discussing and possibly approving Art Anderson Associates (AAA) scope of work and have them get going on the non-motorized float and the extension. It was agreed that where the non-motorized float is set to be placed will need to be dredged, unless AAA can come up with a different configuration. Ms. Leitman explained that she already performed a dive of that area and said it was barren.

Ms. Byrne-Barrantes mentioned that the BIG is a much more competitive grant.

Phil said that the Port should move forward with the complete dredge and look five years in advance to move the floating moorage facility out into deeper water and apply for grants for that project.

Commissioner Scholfield said that the Port is able to replace up to fourteen piles in any given year as outlined in the Port's Hydraulic Project Approval (HPA) permit issued from the Washington State Department of Fish and Wildlife. Removing/replacing piling and

mitigation was discussed. Ms. Byrne-Barrantes said that the County has its own mitigation fund. Ms. Leitman was curious of the County's point costs and said that the tribes might also have projects for mitigation, just something to keep in mind.

Ms. Leitman said that she will provide Phil with a list of dredging companies. Commissioner Reese said that it would be worth asking for two separate bids for the dredge. One aimed at the boat launch area and the other for the area around the floating moorage facility.

Ms. Leitman said that she will also continue her efforts with contacting NOAA to move forward with the finalization of the Army Corps permit for the dredge.

Pursing the RCO's BIG was discussed with Ms. Byrne-Barrantes. Commissioner Scholfield said that the grant can also cover the rest of the cross beams that have yet to be repaired. Phil commented that sometimes it is cheaper to actually replace than repair, which should be considered. Commissioner Scholfield said that then we are back to the high mitigation requirements. Phil said that would become part of the cost. Commissioner Scholfield said that if the floating moorage facility continues to be maintained as it has, the wood will remain usable for the next thirty to fifty years. Ms. Byrne-Barrantes suggested the Port apply for the Boating Facilities Program (BFP) grant in 2022 to replace some of the floats. Ms. Leitman wasn't sure what the mitigation debt would be for the cross-beam replacement. Commissioner Scholfield said that the cross beams that have not yet been replaced will probably be good for another ten years.

Ms. Leitman thanked the Commissioners for their time.

Phil said that he will contact contractors if/when the permit is issued. The Request for Proposal (RFP) was discussed. Commissioner Reese asked that an estimate for the boat launch dredge and the floating moorage facility dredge be asked for in advance to the RFP going out.

Ms. Byrne-Barrantes said that she will need to review the checklist for the BIG and she will be contacting the Port because this, being a federal grant, is much different than the others that have been pursued, which will require different information including a financial checklist. She explained that the BIG consists of two tiers. Tier one is 1.4 million dollars and awarded to one applicant and tier two is a total of \$194,000, which is divided between many applicants.

Ms. Byrne-Barrantes explained that her contract with the Port will need to be extended as it is set to expire within the next month. She will send over the paperwork for approval. She thanked the Commissioners.

There was discussion about the County being in Phase 3 of the State's Safe Start Reopening plan. It was reported that a fisherman became belligerent when he was informed by a Clam Island Rowing representative that the facility was closed to non-boaters. This brought up the question if it is time to reopen the facility to non-boaters. Commissioner Scholfield said that opening the dock and floating moorage facility without monitoring it would not be wise. From his experience with different programs that have opened up, they monitor who is attending. Even Whaling Days is planning to monitor the attendees, so since the Port is not equipped to monitor who is coming and going from the dock, it should remain closed to non-boaters. Commissioner Hunt asked if there is signage on the dock about COVID restrictions. Commissioner Scholfield said that there is a sign on the fence that blocks the public from going onto the pier and another sign was tossed in the bay. Commissioner Scholfield said that it should be kept as is for now because the Port can't track the public and it seems the COVID-19 virus is starting to ramp back up again, according to the news. Everyone seemed to agree.

There had been discussion about the possibility of removing the counter in the Port's meeting room, as there may be a more-than-normal number of attendees once in-person meetings are allowed. Kerri Simons-Morkert gave the okay for the Port to remove the counter in the meeting room area, as long as it is done right. Commissioner Scholfield cautioned that the electrical would need to be changed before removing it and that a permit would be required. Commissioner Reese examined the counter and determined it did not contain any electrical lines. Commissioner Hunt said that it could easily be removed by unscrewing it. Commissioner Scholfield said that besides the room being limited due to the door opening into the building, the room can currently only hold up to eleven people due to the social guidelines in place. He said that if it becomes necessary, the meetings could be held up at the Central Kitsap Fire Department meeting space.

Commissioner Reese said that he had some concerns about renewing or extending Grant Solutions contract. When he attended a Washington Public Ports Association (WPPA) seminar he learned that many of the other Ports' grant writers charged much less and didn't charge on the curve. Commissioner Scholfield said that one good thing with Ms. Byrne-Barrantes is that she has a lot of connections with RCO personnel and has a very high success record. Commissioner Reese said he understood that, he is just concerned about the costs associated with it and would want to make sure that extending her contract wouldn't limit the Port from using another financial consultant-type person to assist the Port on other funding opportunities. He said that money is going to be needed for the pump station building. The costs provided by Rice Fergus Miller were from two years ago, he personally knows that lumber alone has gone way up in price since then.

The BIG funding was discussed and it was agreed it seems very limited and with Ms. Byrne-Barrantes' mention of it being such a competitive grant, it was decided not to pursue it. *It was agreed not to pursue the Recreation Conservation Office's Boating Infrastructure Grant at this time* (motion by Scholfield; second by Hunt; unanimous). Ms. Byrne-Barrantes will be notified.

There was discussion about following-up with Kim Sellars the Port's RCO Grant Manager about the grants the Port is in the running to receive. Commissioner Scholfield said that in his experience Ms. Sellars doesn't return phone calls.

Commissioner Scholfield reported that he confronted a woman who was illegally dumping garbage in the Port's dumpster. She was somewhat irate and said that it was owed to her after all of these years, or something to that affect.

With the nicer weather on the way the vehicle/boat trailer parking lot is sure to be an issue. Commissioner Scholfield said that the Commissioners may have to take turns on the sunny weekends to be available to monitor it a bit and tow if/when necessary. The Port Host position is set to begin on Friday, May 28<sup>th</sup>. Commissioner Hunt said that a sign needs to be posted at the entrance of the parking lot. Commissioner Scholfield replied that any sign in a driving lane should be limited to five words. Commissioner Reese suggested that the rules sign be posted at the kiosk near the restrooms. Commissioner Hunt said that fliers should be handed out to the public that are not parked where they should be, asking them to be respectful of boaters and some of the other rules, but in a very non-confrontational way. The fliers could be handed out by the Port Host. Commissioner Scholfield cautioned that the fliers would probably just be tossed.

It was decided to walk to the Port's vehicle/boat trailer parking lot area.

It was realized that one of the Port rules signs is posted on the north-end of the lot visible to drivers as they enter, although they would have to get out of their cars to be able to read it.

Commissioner Scholfield said that Breaking Waves has twenty-three parking spots. Commissioner Hunt said that he had approached Breaking Waves personnel, who said that they are willing to attend meetings to discuss parking.

Mr. O'Keefe of the WPPA will be notified of a possible project for the Federal stimulus funds. The Boat Ramp Access Repair consisting of removing approximately a 50' x 120' section of asphalt in the boat ramp parking lot and replacing it with concrete; costing approximately \$100,000 and ready within three months of receiving funds.

Commissioner Scholfield said that he plans to get an estimate to Ceccanti for the sealing and striping of the Port's parking lots.

A call had been received from Vicky of Kitsap Art, 3425 Byron Street, asking if the Port would be willing to help out with the internal painting of the building. Vicky was asked to send the Port an email so that it can be brought up at a meeting. Commissioners agreed that the internal paint of the buildings would be up to the tenant.

*At 2:53PM the meeting adjourned* (motion by Scholfield; second by Hunt; unanimous).

Approved:



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Commissioner



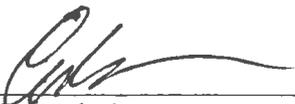
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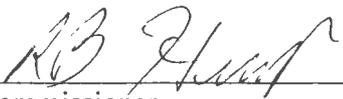
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## WAIVER OF NOTICE OF SPECIAL MEETING

The undersigned, Port Commissioners for the Port of Silverdale, hereby waive the requirement of notice in writing of the special meeting of the Port of Silverdale held on 4/1/2021 @ 11:00 AM at Port office, is present at such meeting, and agrees to the conduct of the Port business as announced by the President in calling this meeting.

  
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Commissioner

  
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Commissioner

  
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Commissioner

THERE WILL BE A SPECIAL MEETING  
OF THE PORT OF SILVERDALE  
AT THE PORT OFFICE  
ON THURSDAY, APRIL 1<sup>ST</sup>, 2021  
AT 11:00 AM  
TO DISCUSS  
GRANT OPPORTUNITIES, POSSIBLE  
CHANGES IN CURRENT GRANT  
PROJECTS, PHASE III RELATED TO THE  
DOCK AND POSSIBLE PORT OFFICE  
IMPROVEMENTS