

MINUTES OF SILVERDALE PORT SPECIAL MEETING ON July 24, 2023

The meeting was held in person at the Port of Silverdale office

Commissioner Reese called the meeting to order at 10:00 a.m. Also, in attendance were: Commissioner Kitchens; Commissioner Scholfield; Administrator Jennifer Olson; Elizabeth Barnes (Elizabeth House of Wax) ;Mike Vasquez; Hank Anderson and Carla Larson; Notice of the Special Meeting was placed on the Port office door days prior to the meeting.

**9004 Washington Avenue, NW**

Commissioners went thru the cost breakdown in Damage Control Solutions bid, line by line and discussed which items were repair items that needed done as the previous tenant had been in the building for over twenty years. Then they discussed upgrades to the building that would be required by any new tenant.

There were questions by the Commissioners concerning the high cost of moving the sink, a missing door to be converted to out swing and questions about painting and permit costs so a call was made to Clayton LaFontaine with Damage Control Solutions, he explained why the cost of moving the sink was so high and said he would send an updated bid in the morning with the door, painting and permit added.

The Commissioners then discussed a new lease rate for the building after the repairs and upgrades. It was decided to make the base rent \$1949.66 plus \$250.34 for leasehold tax for a total of \$2200.00 to begin with and an annual percentage increase of costs along with our other properties.

Commissioner Reese motioned to give Commissioner Scholfield authority to accept the new bid from Damage Control Solutions if it is acceptable to him.  
**(M/S/C- Reese/Scholfield/All)**

Elizabeth Barnes is going to file a letter of intent to lease the building once the repairs are complete, the Commissioners agreed.

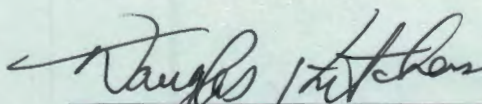
**3481 NW Byron Street**

Tenant provided colors aqua, a grey door and white trim (paint codes were provided). Commissioner Scholfield to prepare bid documents to paint building.

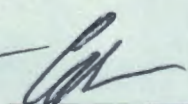
Commissioner Reese had met with Steve Sego and they are interested in running a trial foot ferry from Silverdale to Bremerton for Labor Day Weekend using the MV Carlisle II owned by Kitsap Transit. Commissioner Scholfield mentioned that we should charge \$75.00 per trip as that is what we charge Argosy cruise ships.

At 12:11 p.m. the meeting adjourned (motion by Commissioner Scholfield; second by Commissioner Kitchens unanimous )

Approved:



Commissioner



Commissioner



Commissioner



# **SPECIAL MEETING OF THE PORT OF SILVERDALE**

**WILL BE HELD AT THE PORT OFFICE – 3550 NW BYRON STREET, SILVERDALE  
ON Monday, July 24th, 2022 @ 10:00AM  
Meeting with the Commissioners and  
Elizabeth Barnes to discuss building upgrades and lease terms  
at 9004 Washington Avenue NW, Silverdale, WA, 98383  
No public comment accepted**

Posted 7/21/2023

PS