

Port of Silverdale Regular Meeting Minutes November 16, 2023

The meeting was held in person at the Port of Silverdale office. The option of attending via Zoom was offered and the link posted on portofsilverdale.com.

CALL TO ORDER

Commission Chair Caleb Reese called the meeting to order at 6:00 pm others attending in person were Commissioner Ed Scholfield; Commissioner Douglas Kitchens; Administrator Jennifer Olson; Marvel Hunt; Josh Matthews; Michael Dekker; Greg Jacobs; Donna Moore; Carla Larson; Henry Aus; Mary Kunish; Cassandra Farrell and Tim Knapp Attending via Zoom: Hank Anderson

CONSENT AGENDA

Decided: The following Consent Agenda items were approved:

- 1. Agenda, November 16, 2023**
- 2. October 19, 2023 regular meeting minutes**
- 3. Approve Electronic Transfer of Payroll Taxes**
- 4. Approve Expenditures**

- (M/S/C –/Kitchens/Scholfield/All)

Note M/S/C means Motioned/Seconded/Carried, with commissioner named (or All)

ATTENDEES ON AGENDA

Gina Schultz with the Old Town Historic District/Visit Kitsap discussed the Bremerton Yacht Clubs Lighted Boat Parade that is on December 16, 2023, Dyes Inlet is one of their stops. Gina would like to use the Ports Property from 7:00-p.m. -9:00 p.m.(weather permitting) so community members can come together and watch the boat parade, enjoy warm cider provided by Monicas Bakery and music. Commissioner Reese asked if they would like to use the Fire Pit, Gina said they would. Commissioner Scholfield said he would arrange that with Tim Knapp, to bring the fire pit for the event. The Commission approved Gina's application for use of Port property pending she supply the Port with liability insurance.

PUBLIC INPUT

Carla Larson mentioned she would like to use the fire pit during the Silverdale Community Christmas Tree Lighting on November 25,2023,Commissioner Scholfield said he would have Tim bring it to the event.

UNFINISHED BUSINESS

Waterfront Center Predesign Project

Commissioner Reese reported that the Port is still working on funding options.

County's Pump Station #3 Project

Commissioner Reese mentioned that they have not met with the county again but had a conversation with someone at the county and they are working on finishing up the design.

Grants/Projects

a. non-motorized float

The Port is still waiting on permits.

b. Marina Relocation

The Port is still waiting on permits.

c. Outer -water boundary expansion

The Port is still working with the DNR (Department of Natural Resources) on finishing up their aquatic lease.

d. Dredge/Grants

The dredge is complete, Port received an invoice from the DNR regarding an over dredge and Commissioner Reese is looking into who pays that invoice the Port or the contractor they hired to do the dredge work.

Programs -

Kitsap Sailing Foundation Report November 2023

Members of the sailing club reported on a big turnout of over 200 kids at the sailing regatta last month, with 21 different teams, one of Silverdale's teams qualified for Districts in Spring 2024. Boats are in storage for the winter. The sailing club is selling Christmas wreaths as a fundraiser to raise money for the club.

a. Clam Island Rowing(CIR) Report November 2023

Programs:

Master and junior rowers are off the water .

Equipment/boat maintenance:

No offers on the coho motor boats or the two motors for sale.

We are recruiting volunteers to move the sheds to be used in the CIR boatyard this Saturday from 10- 1PM.

The shed will be packed up in advance.

Safety:

No new safety concerns.

Grants:

We did not make it through to the second round for a Pocock grant.

Membership:

We are working with Pocock Rowing and MGM theaters and will view the movie "Boys in the Boat" on 12/14 at 6pm in Poulsbo, 11 days prior to the general public release.

This is an opportunity for rowing clubs exclusively.

This is not able to be a fundraiser as per MGM restrictions, but will increase awareness of rowing in the community and hopefully increase membership in the future.

We are grateful to the Port of Silverdale for their support.

6. Port Properties

a . 9004 Washington

The Port is still waiting on the permit.

b. 9004/9020 Washington – New Handrail Status

Morgan Steel to contact the Ports Administrator regarding the handrail.

c. 3215 Lowell – Break-in

Exterior lighting? Repairs?

Still working on fixing repairs.

d. 3481 Byron Street -

Commissioner Reese explained when the glass company came to install the new window that they started on the wrong one, as both windows are the same size and both were damaged. The Port will have the original window that was supposed to be done replaced to. The glass company and contractor gave the Port a reduced rate on the second window install.

e. Leases

There was much discussion amongst the Commission about the commercial leases for Port properties. It was decided that the Port will allow a multi-year lease up to five years if the tenants would like that option. Commissioner Kitchens recommended a 3% rate increase. *along Commissioner Scholfield made a motion for a yearly rental increase of five percent a year plus any sewer increases to be passed to the tenant. (M/S/C –/Scholfield/ Kitchens/ All)*

NEW BUSINESS

2024 Final Budget resolution 2023-05 Adoption of the 2024 Final Budget and Resolution 2023-06 Levy Limit Increase

Commissioner Scholfield made a motion to accept the 2024 Final Budget with Resolution No. 2023-5 Adoption of the 2024 Final Budget and Resolution No. 2023-6 Levy Limit Increase (M/S/C –/Scholfield/ Kitchens/ All).

Commissioner Scholfield mentioned that the Porta Potty weekly maintenance is working as expected.

SAFETY/SECURITY -

There have been two water rescues in Dyes Inlet in the last two weeks.

Incident on the dock transient boater pulled a gun on a couple who confronted him after they saw him trying to steal off of a boat. Sheriff's department was called.

One of the Ports tenants on Byron Street saw a masked prowler at 1:00 am on their cameras.

Sheriff's department notified the boaters anchored out in the middle of Dyes Inlet that they are going to start tagging them, most of the boaters left afterwards.

PUBLIC INPUT

A member of the Silverdale Community asked about the break- in 3215 Lowell, it was explained that the break- in happened in March 2023 but the contractor has not finished fixing the closet door as why it is still on the agenda.

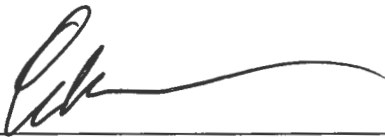
A member of the rowing club asked about where they were going to store their rowing shells when the Old Pub building is torn down. Commissioner Reese said that rowing and sailing will be sharing the dry boat storage (across the street from the Port’s office). They also asked if they could build a shed, Commissioner Reese responded, if you want to build a tempory type shed that would be up for discussion.

Gina Shultz who specializes in Social Media Marketing offered to put a video together for the Sailing and Rowing Clubs. Commissioner Scholfield commented that would be a great option to have a video made for the Port to help with the funding process for the Waterfront Center.

EXECUTIVE SESSION – At: 6:57 p.m. it was announced that the meeting would be going into Executive Session until **7:05 p.m.** under RCW 42.30.110: To consider the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price . Returned from executive session at **7:05 p.m.** No action to be taken.

ADJOURN – At 7:15 p.m. the meeting adjourned (M/S/C –/Scholfield/ Kitchens/ All)

Regular meeting – Thursday, December 21, 2023 6:00PM – Port office
All Ports Meeting – Monday, January 29, 2024 @ 6:30PM – Brownsville



Commissioner



Commissioner

Commissioner



PORT OF SILVERDALE
 P. O. BOX 310
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 (360) 898-4818
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Commissioner Doug Kitchens
 Commissioner Caleb Reese
 Commissioner Ed Scholfield

AUTHORIZATION FOR ELECTRONIC TRANSFER


We, the undersigned Board of Commissioners of the Port of Silverdale, Kitsap County, Washington, do hereby certify that the payment hereinafter specified is due and payable and that the electronic transfer listed below is approved for payment in the amount of \$2,627.30 and from the General Fund on the 16th day of November 2023.


 Commissioner


 Commissioner


 Commissioner

I, the undersigned do hereby certify, under penalty of perjury, that the payment herein specified is due and payable, and that the claim is a just, due and unpaid obligation against the Port of Silverdale; and that I am authorized to authenticate and certify to said claim.


 Port Auditor

<u>Port Assigned Transfer #</u>	<u>Claimant</u>	<u>Amount</u>
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