

Port of Silverdale Regular Meeting Minutes October 17th , 2024

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 the Port of Silverdale website.

CALL TO ORDER

Commission Chair Ed Scholfield called the meeting to order at 6:00pm, others attending in person were Commissioner Caleb Reese; Commissioner Rick Slate; Carla Larson(notetaker); Kitsap County Commissioner Katie Walters; Marvel Hunt; Greg Jacobs; Hank Anderson; Phil Best; Renee Overath; Josh Matthews; and Tim Knapp. Attending via Zoom: Joyce Merkel; and Ron Gillespie.

The following Consent Agenda items were approved:

1. Agenda
2. September 19th , 2024 Regular meeting minutes
3. September 23rd , 2024 Special Meeting Minutes
4. Approve Electronic Transfer of Payroll Taxes
5. Approve Expenditures

(M/S/C –/Reese/ Slate / All)

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

ATTENDEES WHO ASKED TO BE PLACED ON THE AGENDA

Kitsap County Commissioner Katie Walters presented an overview of the 2044, 20-year comprehensive plan that the Board of County Commissioners will be adopting in early December and how it will affect Old Town Silverdale. The “Core City” of Silverdale is anticipating growing from 19,675 residents from the 2020 Census to 29,571 by 2044. She sees that growth starting in Old Town with the addition of a passenger only ferry and the addition of many dwelling units due to the Neighborhood Commercial zoning allowing 10-30 dwelling units/Acre and 35-45’ building heights. Commissioner Walters feels that the Port should reconsider the plan for its waterfront center to include a Visitor center, County Senior, Veteran and Youth Services, with Recreation, Meeting and Event Space by joining into collaboration between Kitsap County and the Port of Silverdale.

Commissioner Walters then shared information about what the county is planning for the Silverdale Waterfront Park including repairing or replacing the Bulkhead, a permanent stage, swing sets for older kids, and outdoor ping pong tables.

Commissioner Walters shared an email from the Sewer Utility Division Manager, Nick Martin that says they will not be moving or replacing the County’s Pump Station 3 in the next 6 years, that it only requires selective asset replacements, pumps, odor control, and such. The Port let Commissioner Walters know that we would like to cancel the existing Memorandum of Understanding and the Interlocal agreement between the Port and the County concerning Pump Station 3. A member of the public commented that he has some ideas about the pump station he would like to share with Commissioner Walters.

There will be Subarea planning beginning in 2025, there are 9 design districts now, they plan on starting in Old Town and move onto other Silverdale areas. What do we want it to look like? The plan is to have Silverdale become a city; county is looking for Kingston to incorporate before Silverdale.

A member of the public asked about the existing property near the sheriff's office where the original community center was, there is 6 acres there. The county has no funds to build a community center or a new sheriff's office there.

UNFINISHED BUSINESS

Waterfront Center Predesign Project

Commissioner Slate is filling out the application for phase 1 work on a cleanup of the old pub building and that there is a possibility some funds are available for site cleanup. Commissioner Slate needs more detailed history, Phil Best mentioned that the Port had already done some of that work in the 2018-2019 timeframe.

County's Pump Station #3 Project

According to recent news it has been put on hold. Mr. Best commented that when the park was built with a grant from U.S. Parks part of the agreement was that the County was to remove the pump station, to mitigate for the pump station the County bought some other park land in South Kitsap.

Grants/Projects

Non-motorized float and Marina Relocation- Still waiting on Permitting

Outer -water boundary expansion- Nothing new to report

Current Grants

Commissioner Reese reached out to Brian Carpenter who is the Grant Manager for our Boating facilities grant; we are unable to change our development grants into planning grants and continue planning and permitting because if they are converted to planning grants and they allow us a one-year time extension we would still need to have our permitting completed by the end of next year to be able to close out the planning grant. The only option we have available is to change the scope of the Boating Facilities grant to Dredging only so we could keep the funds that have been reimbursed for the dredging and pay them back all the funds that we have received for planning on both the BFP and ALEA grants. Then when we reapply for the development grants after we receive our permits, we can resubmit the bills for the planning on the new grants, we will have to request for the planning costs to be covered in the new grants and for them to waive the 3-year limit on getting reimbursed for planning when we go for the development grants. (The 3 Year back is a Policy level so they can waive that)

Programs

Kitsap Sailing Foundation (KSF)

KSF attended a regatta in Port Angeles on October 5th and 6th, they came in third. They will be attending a regatta in Oak Harbor next. Middle schools last practice was October 15th.

Clam Island Rowing (CIR) Report September 2024

Have been working on getting values for the 2 shells that were damaged in a motor vehicle crash on 9/13/2024 to help the Port with the insurance claim. The insurance company has already admitted fault, \$10K-20K for damages.

Facilities

Marina Maintenance Permitting- Commissioner Reese reached out to MSA, and has signed a contract to get the permitting done, they have questions about the mitigation for the derelicts that are on the maintenance permit.

Port of Silverdale schedule of rates and fees-Commissioner Scholfield provided suggested changes, the other commissioners are to look at them and make suggestions at the next meeting. Commissioner Reese suggested that the Derelict/abandoned boat rules be changed so that we post any boat after 3 days of nonpayment.

Port Properties

9004 Washington

Received the 2 change orders from Damage Control Solutions, one to replace siding on South wall to peak and the other to replace the ADA ramp on the front of the building. It was suggested to make sure they are planning on using pressure treated materials on ramp framing and see if they could use fiberglass grating for the deck so that the ramp would last longer and require much less maintenance.

They are billing for another 12% of the project being completed, so after that payment they will have been paid for 43.58% of the complete job.

Speed tables in parking lot

Sealtec didn't want to do the job with prevailing wage paperwork so Bear Creek Asphalt Paving will be placing the 7- 4"high by 3' long speed humps on Monday 10/22/2024.

Preliminary Budget

2025 preliminary budget was reviewed by Commissioners, there were changes from last month due to the impending repayment of the Grant money the Port had received from the Recreation and Conservation Office. *Commissioner Reese made a motion to accept the 2025 Preliminary budget. (M/S/C –/Reese/ Slate / All)*

Hiring of Office Administrator

Commissioner Slate Thanked Marvel Hunt and Donna Moore for all the time and effort that they put in helping to interview and ultimately hire a new Office Administrator. He then let everyone know that we had a signed employment agreement with Katie Byrd who will be starting on November 4th.

Commissioner Reports

Commissioner Slate and Commissioner Reese had covered everything already.

Commissioner Schofield is working on the insurance claim for the motor vehicle accident that damaged the rowing fence and 2 of Clam Island’s Shells.

NEW BUSINESS

Port- A Potty- It was decided to close the Ports Restroom on November 1st and have a single standard Honey Bucket delivered on October 31st.

PUBLIC INPUT

Tikar would like to know when we will be receiving the maintenance work permit.

Volunteers will be planting Daffodil bulbs on October 19th in Old Towne Silverdale, 7500 Bulbs this year!

Christmas tree lighting and Bonfire with tractor rides November 30th, 2025. 2-5:30PM

ADJOURN – At 7:14 p.m. the meeting adjourned (M/S/C –Reese/Slate/All)

Regular meeting – Thursday, November 21st, 2024 @ 6:00 PM – Port office

WPPA Small Ports Convention October 23-25, 2024-Chelan

All Ports Meeting – Monday, October 28, 2024 @ 6:30PM – Brownsville

Thank you to Carla Larson for the help with the minutes



Commissioner



Commissioner



Commissioner



PORT OF SILVERDALE

P. O. BOX 310
SILVERDALE, WA 98383
(360) 898-4938
(360) 898-2402 - fax

Commissioner Rick Slate
Commissioner Caleb Reese
Commissioner Ed Schofield

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 \$ 3210.54 and from the General Fund on the 17th day of OCTOBER 2024.

RJK

Commissioner

EKL

Commissioner

[Signature]

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.

[Signature]

Port Auditor

Assigned Transfer #	Claimant	Amount
2024-10	US TREASURY	\$ 3210.54



PORT OF SILVERDALE

P. O. BOX 310
SILVERDALE, WA 98383
(360) 698-4918
(360) 698-2402 - fax

Commissioner Rick Slate
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

\$ 51.28 and from the General Fund on the 17th day of OCTOBER
2024.

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>
2024-10-1	U.S. TREASURY	\$ 51.28