

Port of Silverdale Regular Meeting Minutes August 15, 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 portofsilverdale.com.

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; Administrator Jennifer Olson; Carla Larson; Brenda Kelley; Greg Jacobs; Josh Matthews; Donna Moore; Marvel Hunt and Tim Knapp.

- **No Zoom was available at the August 15, 2024 meeting due to a power outage.**

CONSENT AGENDA

Decided: The following Consent Agenda items were approved:

- 1. Agenda, August 15, 2024**
- 2. July 18, 2024 Regular meeting minutes**
- 3. July 29, 2024 All Ports meeting minutes**
- 4. Approve Electronic Transfer of Payroll Taxes**
- 5. Approve Expenditures**

(M/S/C –/Slate/Reese/ All)

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

ATTENDEES WHO ASKED TO BE PLACED ON THE AGENDA

Brenda Kelley – Whaling Days follow up

Brenda Kelly reported that the Whaling Days 50th anniversary celebration exceeded expectations, drawing the largest crowd in the event's history. For next year, they are considering featuring MXPX, a local band, and possibly incorporating a drone show. Additionally, they plan to conduct an online poll to gather input from the Silverdale community on potential attractions for the next celebration.

PUBLIC INPUT -

Community feedback on Whaling Days included the following comments:

- The music was too loud for nearby residents.
- The fireworks were amazing.
- The absence of a carnival was appreciated for creating a safer and better crowd experience.
- It was suggested to check on restrictions for a potential drone show next year, given the proximity to Bangor Submarine Base.

UNFINISHED BUSINESS

Waterfront Center Predesign Project

Commissioner Reese stated that he had nothing to report.

County's Pump Station #3 Project

Commissioner Reese stated that he has nothing new to report.

Grants/Projects

a. Non-motorized float

Nothing new to report

b. Marina Relocation

Nothing new to report

c. Outer -water boundary expansion

Nothing new to report

d. Current Grants

Commissioner Reese explained that he emailed the Recreation and Conservation Office (RCO) to request an extension for the Port’s grants due to permitting delays.

Programs

Kitsap Sailing Foundation (KSF) Report August 2024

1. KSF will be hosting a Fall season Kickoff event on 8/20/24 at Silverdale Waterfront Park. We will be welcoming new HS and MS sailing families and using several of the fleet boats for short excursions to allow our new attendees to “get their feet wet” without actually getting their feet wet.
2. Summer “Learn to Sail” camps are wrapped up and continued to be successful with almost full capacities at each session. We thank the Port for their support in allowing us to use Port property to provide this opportunity for students and instructors to our community.
3. KSF Fall season is ready to begin with High School and Middle School Sailing teams returning for first practice Sept 3
4. As KSF has planned for last practice 10/31, we would like to request an extension to the dates for pulling some/all of the floating dock and or service pier until after this last practice date.

Thank you

- Josh Matthews inquired with the Ports marina contractor, Tim Knapp, about the possibility of leaving the floating docks and handling pier in place until after October 31, 2024. Tim confirmed that the floating docks would remain until after that date but noted that the handling pier’s removal would depend on the tides to prevent any potential damage.
- Commissioner Reese commented on the importance of removing support boats from the water and cleaning them to prevent the accumulation of barnacles on the hull.

Clam Island Rowing (CIR) Report August 2024

Programs:

MASTERS ROWERS had a successful summer season with two Learn to Scull classes and 3 new scullers from those classes have joined our team. Members of CIR have participated in recent local regattas, three weeks ago in Poulsbo (Kitsap Invitational Summer Scrimmage) and then 8/11/24 on Bainbridge Island (Bill Richards regatta).

Juniors Report The juniors program will have a clinic August 19,20 and 21st in Silverdale. Then, junior rowers will be rowing as part of Sasquatch over at Keyport but will be using Sasquatch equipment.

Equipment/boat maintenance:

The heavy gas cans are a problem for our coaches who have to lift them in and out of our chase boats independently for our three day per week practices. The cans were filled fully during our last regatta with Kitsap Rowing Association and were too heavy to lift but now are empty enough that they can be placed in the sailing locker after practice. The rowing coach who manages the chase boat (independently) cannot safely tie the chase boat at an angle at the dock as the port has requested and we are unsure how to proceed.

Safety:

No safety issues since the last report.

Membership: There is ongoing discussion about Masters moving to Keyport to join Sasquatch In addition to the Juniors moving to join Sasquatch but property insurance is an issue that needs to be secured for the Keyport Commissioners to take on our Masters Clam Island Rowing program. Ellen Strong mentioned that a Keyport port commissioner spoke with a representative of Enduris insurance company (this is the company that provides property insurance for the rowing boats). The Keyport commissioner's understanding was that there may be a problem for the port of Keyport as they try to obtain property insurance for the boats. I will try to clarify what the issue is with Enduris. Clam Island Rowing has a liability insurance policy with US Rowing.

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

Facilities

Marina Maintenance Permitting

The Port will continue to work on finding mitigation areas.

Port of Silverdale schedule of rates and fee

The Port of Silverdale's Schedule of Rates and fees are being worked on by the Port's attorney.

Port Properties

a. 9004 Washington

Commissioner Slate reported that the contractor is awaiting the performance bond, which is expected to be at the Port office by Friday, August 16th. He expressed a desire to negotiate a realistic completion date with the contractor.

A future tenant emailed regarding the need to repaint the entire building at 9004 Washington Ave. The Commission prioritized painting the south side of the building. Commissioner Slate will contact Greg from Finery Construction to obtain an estimate for this work.

b. 3215 NW Lowell Street

Tim Knapp from Tikar contacted KC Electric to request an estimate for replacing the electrical mast on the roof.

c. Strategic Planning of Port Organization –

Commissioner Slate provided an update on the hiring process for the Office Administrator position. He reported that the second applicant interviewed was well-qualified. Commissioner Slate mentioned that further discussion will take place at the Special Meeting on August 28, 2024.

Commissioner Reports

Commissioner Reese

Commissioner Reese reported attending the derelict vessel meeting with Kitsap County. He noted that on August 10th, a truck was parked in the overflow parking area, and another truck doing donuts collided with the parked truck.

Commissioner Scholfield

Commissioner Schofield replaced the glass on the basement window at 9004 Washington. The webcam was functioning until last Monday, August 12th, when Wave cable went down. The cameras need to be reset.

Commissioner Slate

Commissioner Slate reported that he is working on obtaining estimates for speed bumps in the Port's boat launch parking lot and is meeting with contractors to brainstorm ideas. Tikar is assisting the Port in finding a roofing contractor.

He also discussed the guest speakers from the Kitsap All-Ports meeting, who are with the Department of Ecology, and spoke about Brownfields. A Brownfield is a property where the expansion, redevelopment, or reuse may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. Commissioner Slate believes the Old Pub is a Brownfield and has received an estimate from Kat Trax for the demolition of the Old Pub building.

NEW BUSINESS

Boy Scout Troop 1540 continued their annual tradition of cleaning up trash after Whaling Days 2024.

Commissioner Reese made a motion to donate a \$1,000.00 to Boy Scout Troop 1540.

(M/S/C –/Reese/Slate/ All)

SAFETY/SECURITY

PUBLIC INPUT

A community member inquired about the status of the Windsock repair. Commissioner Scholfield responded that Tim Knapp from Tikar has already fixed it.

ADJOURN – At 7:35 p.m. the meeting adjourned (M/S/C –/Slate/Scholfield/ All)

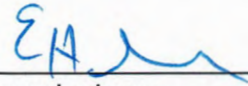
Special Meeting – Wednesday, August 28, 2024 @ 9:00 AM – Port Office

Regular meeting – Thursday, September 19, 2024 @ 6:00 PM – Port office

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



Commissioner



Commissioner

Commissioner



PORT OF SILVERDALE

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(360) 686-4933
(360) 686-3402 - 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 \$ 2,605.51 and from the General Fund on the 15th day of AUGUST 2024.

[Signature]
Commissioner

[Signature]
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

Port Assigned Transfer #	Claimant	Amount
2024-08	US Treasury	\$ 2,605.51