

Port of Silverdale Regular Meeting Minutes

February 20th, 2025

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

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; Katie Byrd(administrator); Carla Larson; Marvel Hunt; Greg Jacobs; Hank Anderson; Gay McCray; Vicky Webb; Brenda Kelley; Mary Kunish; Henry Aus

The following Consent Agenda items were approved:

1. Agenda
2. January 16th, 2025 Regular meeting minutes
3. January 27th ,2025 Kitsap All Ports meeting minutes
4. Approve Electronic Transfer of Payroll Taxes
5. Approve Expenditures

Commissioner Reese Motioned to accept the consent agenda items.

(M/S/C –/Reese/ Slate / All)

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

PUBLIC INPUT

1. Gay McCray – Christmas Car Parade

Gay is working on partnering with the Bremerton Yacht Club for their Christmas boat parade and would like to add a Christmas car parade to the event. Her vision is to host the event on the Silverdale Waterfront and dock, with the cars traveling through Silverdale and ending at the marina. The cars would remain lit up for about an hour after the event for the community to enjoy, providing a great spot to also watch the boat parade. She hopes to use the firepit owned by the Port for the event. Commissioner Slate suggested limiting the number of cars due to the limited parking available around the dock. Additionally, it was noted that insurance would need to be obtained for the event as well as an application for use of Port property.

2. Vicky Webb and Brenda Kelley

Vicky and Brenda attended the meeting to discuss Whaling Days and the agreement with the Port that needed approval. The commissioners made a few changes to the agreement, and Vicky and Brenda will make the necessary revisions before resending it for final signatures. Brenda, the event coordinator for Whaling Days, is working diligently to organize the event for the public. However, funding for the event is tight, and they are still seeking sponsors. She left some sponsorship forms with the Port's office administrator for anyone interested in sponsoring. Brenda also wants to make sure that any Old Town Silverdale businesses know they can have a booth for free during Whaling Days, as long as they submit their application.

UNFINISHED BUSINESS

Waterfront Center Predesign Project

PUB -

The Commissioners have spent the last few months evaluating the pub and exploring solutions to begin making the waterfront a more desirable location. The pub has been vacant for over 7 years due to Kitsap County condemning the building. Commissioner Reese and Administrator Katie met with Enduris earlier this month on another matter. Enduris brought up the pub's condition and advised that it's not ideal to let the building continue to deteriorate. Commissioner Reese also presented the total costs incurred by the Port over the last six years, which amounted to over \$25,000 spent on a building deemed unsafe for the public. In response, *Commissioner Reese made a motion to go out for bids to have the pub demolished. Commissioner Slate seconded the motion, and all were in favor.*

(M/S/C –/Reese/ Slate / All)

County's Pump Station #3 Project

The Port has received the official response from the county regarding the termination of their interlocal agreement. The response indicated that the county has no objections to the termination but expressed a hope to collaborate on mutually beneficial projects in the future.

Programs

Kitsap Sailing Foundation (KSF)

Kitsap Sailing will begin practice the week of February 24th. The floating dock is being installed on February 21st for their use. They also have several upcoming events, including a Regional Regatta on March 8th, a Team Race Scrimmage on March 22nd, and a Team Race Regatta from April 12th to April 13th.

Clam Island Rowing (CIR)

CIR was not present, nothing new to report.

Insurance Information

Enduris, the Port Insurance Company, requested a meeting with Commissioner Reese and Administrator Katie to address concerns regarding the Ports' insurance policy and the agreement between KSF and CIR. According to the agreements, each program is required to maintain its own insurance policy with the boats they use scheduled under that policy. Enduris raised the question as to why the Port is insuring these boats when it is the responsibility of the programs to do so. Administrator Katie requested the insurance policies from both programs. While we have received the KSF policy, we are still awaiting the CIR policy. The KSF policy confirms that all boats they use are scheduled under their policy. However, the Port has also listed these boats on its policy, leading to double coverage. Enduris expressed concern that continuing to insure boats not used by the Port could expose the Port to unnecessary risk.

Once all necessary information regarding the programs' policies is gathered, the plan is to have the agreements reviewed by the Port's attorney to determine if any changes are needed. A follow-up meeting with Enduris will be scheduled to discuss the next steps and any recommended adjustments to ensure proper insurance coverage without exposing the Port to unnecessary risk.

Facilities

Marina Maintenance Permitting - Still working on permitting

Port of Silverdale Rules and Regulations Resolution –

Commissioner Scholfield provided the revised Rules and Regulations. The commissioners requested some time to review the changes and agreed to revisit the topic at the next meeting.

Port Properties

3421 NW Byron St –

Ken Storm took care of the tree-trimming. The task has been completed.

3421 NW Byron (Old Town Mercantile) –

Te and Tom of Old Town Mercantile will be selling their business to Brett and Teri Dean at the end of March. Te and Tom will be vacating the space, and Brett and Teri plan to redesign the business into a store and boutique, with the possibility of serving coffee and pastries.

Pacific High –

We received the reimbursement check from the DNR for the demolition of the Pacific High.

Maintenance Inspection –

Commissioner Slate received a proposal from Ron and Adam Perkerewicz, licensed home inspectors, to inspect each of the Port properties and provide a better understanding of any repairs or issues that need attention. This will serve as a starting point to address any necessary maintenance. *Commissioner Reese made a motion to move forward with these inspections, and all were in favor.*

(M/S/C –/Reese/ Slate / All)

NEW BUSINESS

Old Timers Car Show - Use of Port Property June 21st, 2025

Old Timers Northwest INC will be holding their 4th annual post-father's day car show on Saturday, June 21st, 2025 from 7:00am to 5:00.

Commissioner Reese made a motion to accept the Use of Port Property Application.

(M/S/C –Reese/Slate/All)

Rotary Duck Race – Use of Port Property July 27th, 2025

The Rotary Duck Race will take place on July 27th as a part of Whaling Days. *Commissioner Reese made a motion to approve the Rotary Club of Silverdale’s application for use of port property.*

(M/S/C –Reese/Slate/All)

COMMISSIONER REPORTS

Commissioner Slate has been in contact with Puget Sound Energy regarding eligibility for their LED lighting program for the Marina. While progress has been slow due to difficulty reaching the right contacts, he is continuing to pursue answers.

Commissioner Reese will attend a state auditor report training with Office Administrator Katie on Tuesday, February 25th.

Commissioner Scholfield has been researching options for the Port's surveillance camera system. After further investigation, he determined that approximately 10 cameras will be needed to achieve the desired coverage. In the meantime, he has adjusted the current cameras to a pan setting to increase the coverage area and reduce the gap between footage.

PUBLIC COMMENT

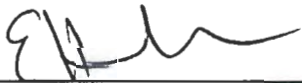
Tikar will be installing the handling pier on the April 1st, 2025 as long as the weather and tides allow.

ADJOURN – At 7:36 p.m. the meeting adjourned

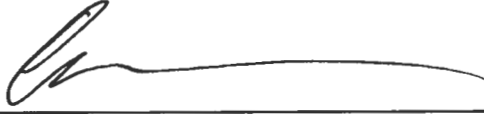
(M/S/C –Slate/Reese/All)

Regular meeting – Thursday, March 20th, 2025 @ 6:00 PM – Port Office

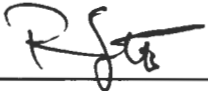
All Ports Meeting – Monday, April 28th, 2025@ 6:30PM – Brownsville



Commissioner



Commissioner




Commissioner

VOUCHER APPROVAL

We, the undersigned Board of Commissioners of the Port of Silverdale, Kitsap County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of

\$34,245.45 and from the General Fund, this 20th day of February 2025



Auditor



Port Commissioner



Port Commissioner



Port Commissioner

Number	Name	Amount
13898	CALEB A. REESE	\$860 54
13899	ED SCHOLFIELD	\$479.43
13900	KATIE S BYRD	\$4,268.69
13901	RICHARD A. SLATE	\$298.82
13902	ASTOUND BUSINESS SOLUTIONS	\$490 80
13903	CASCADE NATURAL GAS	\$847 42
13904	DAMAGE CONTROL SOLUTIONS LLC	\$8,668 01
13905	ED SCHOLFIELD -	\$122 50
13906	HONEY BUCKEY	\$160 55
13907	KATIE BYRD	\$81 20
13908	KEN STORM	\$1,105 00
13909	KITSAP COUNTY PUBLIC WORKS	\$1,833 03
13910	KITSAP COUNTY TREASURER	\$278 00
13911	LOWE'S	\$165 80
13912	PRO-LAWN CARE ETC	\$1,392 30
13913	PUGET SOUND ENERGY	\$641 42
13914	SAFE SECURITY	\$3,350 00
13915	SILVERDALE DANDY LIONS	\$50 00
13916	SILVERDALE WATER DISTRICT	\$1,820 13
13917	SIMONS FAMILY LIMITED PARTNERSHIP	\$3,666 31
13918	TACOMA SCREW PRODUCTYS	\$44 20
13919	TERI ORR	\$450 00
13920	TIKAR SERVICE, LLC	\$2,271 36
13921	VERIZON WIRELESS	\$105 82
13922	VISA	\$334 70
13923	WASTE MANAGEMENT - BREM AIR DISPOSAL	\$405 22



PORT OF SILVERDALE

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SILVERDALE, WA 98383
(360) 698-4918
(360) 698-2402 - fax

Commissioner Rick Slate
Commissioner Caleb Reese
Commissioner Ed Schoifield

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

2788.82 and from the General Fund on the 20th day of February 2025.

R. Slate
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 #
2025-02

Claimant
US Treasury

Amount
\$ 2788.82