

Port of Silverdale Special Meeting Minutes

April 7th, 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 10:00am, others attending in person were Commissioner Caleb Reese; Commissioner Rick Slate; Katie Byrd(administrator); Carla Larson

AGENDA

Commissioner Reese Motioned to accept the agenda.

(M/S/C –/Reese/ Slate / All)

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

UNFINISHED BUSINESS

Rules and Regulations Draft

The commissioners reviewed the draft of the rules and regulations prepared by Commissioner Scholfield. They engaged in a discussion and made several revisions to the document as well as proof read the document for any errors or inconsistencies. Overall, it was agreed that the rules and regulations draft would be in good shape after the few final changes were made. Commissioner Scholfield will update the draft to incorporate the agreed-upon changes, and the commissioners will review the final version at the next scheduled meeting on April 17, 2025.

Panic Bar for Art Studio

Mary with Kitsap Art informed the commissioners that the fire marshal is requiring the installation of a door with a panic bar at the studio for it to be considered up to code. There was some discussion about whether the studio's current door still meets the standard, as it only requires one motion to open. Mary was instructed to contact the Fire Marshal's office to verify whether the existing door complies with the code requirements.

Handicap Ramp for Art Studio and Old Town Mercantile

The commissioners visited the Art Studio during the meeting to explore the possibility of installing a wheelchair ramp. While at the studio, they also met with Tim from TIKAR to assess the feasibility of the project. It was determined that installing the ramp is possible, but it would require the loss of one parking space. The Art Studio expressed willingness to give up the parking spot to accommodate the ramp. Additionally, the commissioners and Tim visited Old Town Mercantile and agreed on the idea of constructing an adjoining porch with the neighboring massage parlor. This addition would provide an ADA-accessible entrance to both buildings.

Old Town Mercantile

Brett Dean of Old Town Mercantile informed the commissioners that the heating unit was not working properly as well as concerns regarding gutters not being installed on the lower roof line. Commissioner Scholfield plans on looking into these issues this week.

LED Lighting for Marina Parking Lot

Commissioner Reese and Administrator Katie have reached out to a few different certified electricians listed on the MRSC to get quotes for installing the new LED lighting. The lighting will be purchased directly from North Coast Electric. We are still waiting on quotes for the installation and expect to have them back before the next meeting on April 17th, 2025.

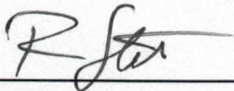
3332 NW Lowell

There was a discussion about the potential flooding risk at 3332 NW Lowell. The Commissioners plan to mitigate this by raising the existing bulkhead around the crawlspace entrance as the site is particularly vulnerable during king tides. This measure aims to protect the building's foundation and the contents of the crawlspace. Additionally, they intend to install a drainage system to further manage water flow.

ADJOURN – At 11:19am. the meeting adjourned

(M/S/C –Reese/Slate/All)

Regular meeting – Thursday, April 17th, 2025 @ 6:00 PM – Port Office
All Ports Meeting – Monday, April 28th, 2025@ 6:30PM – Brownsville



Commissioner



Commissioner



Commissioner

THERE WILL BE A SPECIAL MEETING
OF THE PORT OF SILVERDALE
AT THE PORT OFFICE

ON THURSDAY, APRIL 7th, 2025

AT 10:00 AM

TO DISCUSS

PORT OF SILVERDALE RULES AND
REGULATIONS RESOLUTIONS –
DRAFT, LED LIGHT REPLACEMENT
AND DISCUSS HANDICAP RAMP FOR

3425 NW BYRON

POSTED 4/2/25



(Officially Signed By)

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RAMP FOR 3425 NW BYRON

POSTED 3/24/2025
PN
COMMISSIONER ABBEY