

Port of Silverdale Regular Meeting Minutes

August 21st, 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 Rick Slate; Katie Byrd(administrator); Marvel Hunt; Carla Larson; Elizabeth Hamre; Brent Hamre; Patti Miele; Mary Kunish

Commissioner Reese was excused from this meeting.

The following Consent Agenda items were approved:

1. Agenda
2. July 15th, 2025 Regular meeting minutes
3. Approve Electronic Transfer of Payroll Taxes
4. Approve Expenditures

Commissioner Slate Motioned to accept the consent agenda items.

(M/S/C –/Slate/Scholfield / All)

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

Elizabeth Hamre – 9004 Washington, Property Maintenance

Elizabeth Hamre of Elizabeth's House of Wax attended the Port meeting to discuss concerns regarding the general maintenance of the Port's rental properties and to confirm a move-in date for her new location at 9004 Washington.

Elizabeth noted that the roofs of several rental properties have not been cleaned in over two years and that the exterior of the buildings appears dirty and in need of a soft wash. She specifically mentioned 9004 Washington, 9020 Washington, and 3295 NW Lowell. Commissioner Scholfield stated that he would ask Ken Storm to address the roof cleaning, while Commissioner Slate will look into hiring someone to handle the soft washing of the buildings.

Commissioner Scholfield also informed Elizabeth that permitting for 9004 Washington has been officially completed, allowing her to begin moving items into the building and preparing for opening. He advised her to start the process of obtaining an occupancy permit, which is required before she can officially open. Commissioner Slate added that the window replacements included in the original scope of work are already underway. Clayton has hired a contractor and paid the deposit, with installation expected to be completed within the next month.

Elizabeth also raised concerns about a damaged post that has remained unrepaired for an extended period. She stressed that the post poses a potential safety hazard. The commissioners agreed to explore options for addressing the issue, including the possibility of having Tim with Tikar cut the post down and paint it yellow to reduce the risk. No final decision was made at this time.

Parking at 9004 Washington was another concern Elizabeth brought forward. She explained that parking in Old Town Silverdale is already very limited and that her building has an insufficient number of designated spaces. She suggested paving the adjacent dirt lot to create additional reliable parking for her clients, while also improving the appearance of the property. Elizabeth emphasized her loyalty as a tenant of over a decade and noted that delays in moving into 9004 Washington have caused her significant stress and unexpected challenges. Although her request to pave the lot has been denied in the past, she asked the commissioners to reconsider. Both Commissioner Scholfield and Commissioner Slate expressed understanding of her concerns. Commissioner Scholfield explained that his hesitation in the past stemmed from the permitting process for such improvements, which could make paving costly. However, he and Commissioner Slate acknowledged Elizabeth's patience and long-term commitment to the Port and agreed that they want to support her business's success. Commissioner Scholfield proposed that the Port investigate the paving process further and, if the project can be completed for under \$15,000, move forward with the request.

The commissioners will be scheduling a building walkthrough this month to identify remaining tasks. Carla Larson and Marvel Hunt requested to be present during this walkthrough.

Commissioner Slate made a motion to pave the parking lot at 9004 Washington as long as the cost does not exceed \$15,000.00. Commissioner Scholfield seconded the motion. Passed.

PUBLIC INPUT

Marvel Hunt – Whaling Days Concerns

Marvel expressed concerns about the volume of the music during Whaling Days. She explained that the music was loud throughout the day and into the evening, even inside her home. She also noted that sound checks began very early in the mornings, leaving residents in the area with no peace for three days.

Mary Kunish, representing the Art Studio, shared her frustration that Whaling Days staff began occupying and blocking all of the parking spaces at their rental as early as Wednesday morning. This created difficulties for both staff and clients. She added that many Old Town Silverdale businesses already experience loss of business during the Whaling Days weekend and that it is unfair for those impacts to begin spilling into the days prior to the event.

Carla Larson also voiced surprise that the boat ramp and parking lot were closed as early as 2 p.m. on Tuesday. Members of the public at the meeting agreed that restricting access that far in advance was excessive. The general sentiment shared was that Whaling Days has begun overstepping boundaries and that Old Town Silverdale businesses and residents are no longer being prioritized by the event's staff and committee.

Marvel suggested that the Port review county ordinances regarding noise levels to prevent similar issues in the future. Commissioner Scholfield responded that there is no specific decibel limit and that Silverdale does not have a sound ordinance in place, meaning the Port has no authority to regulate volume. Carla countered by noting that Whaling Days cannot be held without the Port's permission and approval, and that the Port therefore has more influence over the event than it has exercised. She urged the commissioners to take these concerns into account when negotiating details for next year's event and to consider the needs of Old Town Silverdale businesses and nearby residents.

UNFINISHED BUSINESS

Programs

Kitsap Sailing Foundation (KSF)

KSF was not in attendance at this meeting.

Clam Island Rowing (CIR)

Current membership stands at 27 Fall session – 8/19 – 9/30

Alumni Row (including juniors) 9/14 with brunch at Peninsula Brew House afterwards. Port commissioners are invited to attend.

Saturday open rows scheduled throughout the summer.

Aug Learn to Row very successful, 3 attendees

CIR participated in the Bill Richards Memorial Regatta hosted by Kitsap Rowing association

CIR will be participating in the Otter Island Regatta hosted by Everett Rowing Club

Equipment

Newly purchased boat slings were stolen off the beach while the class was on the water.

The blue Whaler's transmission cable is being worked on by volunteers.

The sailing club may trade one of their trailers with us so that it fits the white Whaler better.

Boats to be disposed of are the Cherry Luna and Eckman (4+) and the National (single). Still in process. One of the singles ("Solitary") has a loose skeg and can't be rowed until repaired.

Launches are being pulled every two weeks. Fuel is being stored in the sailing locker.

A donated single is in the process of being refurbished; may be transferred to the Port by September.

Club business

Esmir Perez resigned as club president but remains on the board; Patti Miele has been nominated as incoming president and Summer Beasley-Hoffman as secretary.

Insurance: the club will pay the Port for property coverage once the use agreement with the Port is updated.

The board is still actively trying to recruit coaches and more board members. A junior coach is needed to run a junior program.

CIR members and the board appreciate all the support given by the Port of Silverdale!

Facilities

Marina Maintenance Permitting –

County fee paid.

Marina

Signs are all done and installed.

Port Properties

9004 Washington –

Permit inspection complete. The commissioners plan to schedule a walk-through of the building with Clayton to review all outstanding items that were to be completed according to the signed contract.

3215 NW Lowell –

Window replacement in the door will be replaced within 2 weeks.

NEW BUSINESS

Pub Removal -

Motion to accept the Proposal by the low bidder, Construction Group International LLC to remove the Pub building at 3473 NW Byron Street.

M/S/C- Slate/Scholfield/All

BOY SCOUT TROOP 1540

Motion to ^{PAY} donate \$1000.00 to Boy Scout troop 1540 for Whaling Days Cleanup

M/S/C- Slate/Scholfield/All

COMMISSIONER REPORTS

Commissioner Scholfield will get bird problem taken care of at the Art School

Commissioner Slate-

9004 has been my priority.

Will work on getting the exterior of buildings cleaned.

ADJOURN – At 7:05 p.m. the meeting adjourned

(M/S/C –Scholfield/ Slate/All)

Regular meeting – September 18th , 2025 @ 6:00 PM – Port Office

All Ports Meeting – Monday, October 27th, 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

\$38,165.69 and from the General Fund, this 21th day of August 2025

Auditor

Port Commissioner

Port Commissioner

Port Commissioner

[illegible]



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

\$29,755.44
2025

and from the General Fund on the 21st day of August

R. Slate

Commissioner

E. Scholfield

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

Port Assigned Transfer #

2025-08

Claimant

US Treasury

Amount

\$29,755.44