



Port of Illahee
Minutes of Regular Meeting
April 10, 2024

The Regular Port of Illahee meeting was held virtually through the ZOOM app (meeting id# 71509975823 / Password: Illahee). Notice of the virtual meeting was posted near the kiosk at the head of the pier and on the Port's website – portofillahee.com.

CALL TO ORDER

Commission Chairman James Aho called the meeting to order at 6:35PM. Also, in attendance were Commissioner Jeffrey Rupert; Commissioner Eric Hall; Administrator Jennifer Olson; John Buesch; John Piccone; Debbie Smith and Janet Soderberg.

CONSENT AGENDA

The following consent agenda items were approved: April 10th Meeting Agenda; March 13, 2024 Meeting Minutes; checks numbering 5165 through 5176 totaling \$6,231.28 as outlined in the attached Voucher Approval (motion by Hall; second by Aho all in favor).

SIGNING OF DOCUMENTS

Commissioners plan to stop by the Port of Silverdale office to sign documents on Thursday April 11, 2024.

PUBLIC COMMENT

None at this time.

REPORTS/UNFINISHED BUSINESS -

Waterfront Improvement Project

- **USACE and WDFW Permit;** The Port is still waiting on a draft agreement from the Squamish Tribe, John Piccone with SoundWest Engineering received an email from the tribe that they have been busy and have not been able to write up the agreement yet. The tribe did mention that the Ports design is okay, John will contact the Army Corp and share the email he received from the tribe with them.
- **County SDAP Permit;** The SDAP permit application was re-submitted last month with the changes that Kitsap County had requested, when checking on status of the application an associate with SoundWest Engineering was told there is a new project manager assigned to the Ports project, it is on his to do list and will take 3 to 4 months to review.
- **Kitsap County Building and ROW Permits;** The County will require both a building permit and ROW permit. Although both of these permits are typically much faster review times, they do have procedural requirements that are complex with public projects awarded to the lowest bidder. For example, they will require certain items which only the contractor can provide but the Port will not know who the contractor is until they bid the project. If the Port doesn't have at least a preliminary approval they may be met with significant delays during construction resulting in costly change orders.



• **Site Contamination and PLIA coordination;** The plan is to have an environmental consultant working on the store site cleanup prepare a contaminated material manage plan (CMMP) for inclusion in the bid documents for the waterfront project. PLIA current does not have a cleanup schedule. John Piccone will send Commissioner Hall an email when he receives a schedule from PLIA.

• **Anticipated Schedule;** This is still unknown due to the permitting timelines:

1. Agreement drawn up by the tribe may take around 2 to 3 more months.
2. USACE Permit; Army core permit will likely take a year.

As soon as the Port has confirmation that the Tribes objection is removed and the SDAP permit is approved it will be much easier to set a schedule with confidence.

3. Send DNR (Department of Natural Resources) Harps drawings 6-8 weeks
4. HPA (Hydraulic Project Approval) Permit should have by June 2024.

RCO Grants; Nothing new to report

Pile Replacement Project

• **Permits;** The project is currently fully permitted.

• **Design;** Only the inspection and a preliminary design concept has been completed and the Port is waiting for confirmation from the Tribe before proceeding with the engineering design in conjunction with finalizing the float and pier renovation design.

• **Grant and Contract Status;** No grant funds have been expended to date and the grant contract is currently set to complete work by June of 2025.

• **Anticipated Schedule;** The current assumption is that this schedule will coincide with the pier and float work and occur as a single bidding and construction phase.

Treasurer's Report as of **March 31, 2024** General Fund \$ 97,304.58 Investments \$ 290,180.63 Good Property Management (GPM) Account \$ 199 total: \$387,684.21

BFP RCO Share Total = \$851,065.00 Remaining RCO Balance \$760,745.02

ALEA RCO Share Total= \$500,000.00 Remaining RCO Balance \$426,327.55

RCFB RCO Share Total= \$191,000.00 Remaining RCO Balance \$191,000.00



Report

Website - Commissioner Aho Asked Commissioners Rupert and Hall if they could send the Administrator their bios so he can post it up on the Ports website.

Properties

5560 Oceanview Blvd-

Nothing to Report

5500 Illahee Road- Illahee Road-

Nothing to Report

5507 Illahee Road / Illahee Store Property

Nothing to Report.

Illlahee Road lot

Nothing to report.

Dock/Pier

Nothing to Report

New Business

A Watershed Park' Option (Preliminary) for the Illahee Preserve Heritage Park;

There was much discussion amongst the Commissioners regarding a Watershed Park Option for the Illahee Preserve Heritage Park. In the past the Port has been concerned about the effects of Illahee Creek having on the Ports dock and surrounding tidelands. In 2007 Department of Ecology did an intense study of the Illahee Creek to determine what needed to be done to prevent the pollution of Illahee Creek and address the excessive sedimentation and deterioration of conditions of the Ports dock. The study found many issues that needed to be addressed the most serious issue is the Port needs to begin trying to gain control of the stormwater surges plagues Illahee Creek that were flowing through the deeply incised canyons on the north and south forks and the north tributary of Illahee Creek that were picking up sediment and transporting it along the banks of Illahee Creek, in the culvert, and ultimately out to the extended delta and into Puget Sound. The Port has and is working with Kitsap County officials with Public Work, Department of Community Development and County Parks, they are also working with the Illahee Forest Preserve (IFP), Illahee Community Club and Illahee Community in general to develop the Illahee Community Plan and the establishment of the Illahee Green Zoning, that was issued in 2008. The Culvert that Kitsap County put in the 1990's is failing. Commissioner Aho would like to work with county parks and with helping the Illahee community with backing this watershed model with support of the Port of Illahee, Illahee Preserve and the Illahee Community. Commissioner Aho will work with Kitsap County and help them write and apply for a grant, which he has done in the past, the Port of Illahee is not out any monies in backing this. Commissioner Hall mentioned that he would like to help with the grant writing if needed.

Commissioner Aho made a motion to accept Resolution 2024-4 Illahee Creek Watershed Park Concept Support and Implementation Plans (motion by Aho; second by Hall all in favor).



Fisher Plat Comments and Possible Illahee Community Plan

Commissioner Aho was asked to comment on the proposed 'Fisher Plat' plans for Enetai with respect to what happened in Illahee when a similar high density sewer development called Timbers Edge was proposed several years ago along the steep banks of Illahee Creek. Commissioner Aho's recommendation is that the 'Fisher Plat' permit process be put on hold until those studies can be reviewed/verified and/or completed by credentialed aquifer experts.

Annual Report to State of Washington Auditor's Office Submitted on 3-29-24

The administrator reported that the Port of Illahee's Annual Report was submitted to the state of Washington's Auditor's Office last month.

PUBLIC COMMENT

A community member thinks the Watershed Park is a good idea for the environment, it is a continuation of what previous Port Commissioners did many years ago. He feels the Port of Illahee should show their support for the Watershed Park and the community would enjoy it.

ADJOURN

At 8:00PM the meeting adjourned (motion by Rupert; second Hall by all in favor).

Next regular meeting May 8, 2024 @6:30pm- via Zoom

Kitsap All Ports April 29, 2024 @6:30pm

A handwritten signature in blue ink, appearing to be "E. Aho", written over a horizontal line.

Commissioner

A handwritten signature in blue ink, appearing to be "Janet Aho", written over a horizontal line.

Commissioner

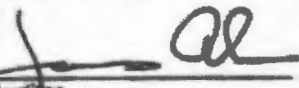
A handwritten signature in blue ink, appearing to be "J. Aho", written over a horizontal line.

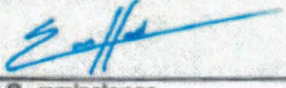
Commissioner




INTERIM VOUCHER APPROVAL

We, the undersigned Board of Commissioners of the Port of Ilwaco, Kitsap County, Washington, do hereby certify that the merchandise and/or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of \$6,231.28 and from the General Fund, this 10TH day of April 2024


Port Auditor


Port Commissioner


Port Commissioner

Number	Name	Amount
5185	ERIC L. HALL	258.00
5166	JAMES AHO	258.00
5167	JEFFREY S. RUPERT	258.00
5168	BANK OF AMERICA	17.03
5189	CASCADE NATURAL GAS	9.31
5170	HONEY BUCKET	135.50
5171	NORTH PERRY AVENUE WATER DISTRICT	152.11
5172	PORT OF SILVERDALE	750.00
5173	PUGET SOUND ENERGY	32.39
5174	SOUNDWEST ENGINEERING ASSOCIATES	3,084.00
5175	WASHINGTON STATE DEPARTMENT OF REVENUE	1,233.80
5178	WASTE MANAGEMENT	49.14