**Present:** Commissioner Singer, Commissioner Green, Port Accountant Carol Tripp, Melanie Winnett - Harbormaster

**Call to Order 7:00pm**

**Public Comments**
Pam Benson said she has been studying the applicants for the open commissioner seat and believes four out of six of the resumes are highly qualified applicants. She pointed out the rocky relationships between the staff, licensees, the city, and the larger community, and the fact that it has been on the mend in the past two years. She hopes to see this uptick in the trend continue. Pam also acknowledged the large physical projects at the port and asks that the board keeps all these things in mind when selecting the next commissioner.

**Commissioner Comments**

Commissioner Green said everyone is doing a great job keeping everyone safe and healthy. She is going to add to the agenda discussion of rules of decorum for public comments. She also would like to add to the agenda a workshop for a comprehensive plan/scheme. Commissioner Green would like to bring about fun events to the port and mentioned some of her ideas (carved pumpkin walk, seasonal light display, tourism photo opportunities for the port, and a free library). She would also like to add to a future agenda the discussion of mental health days for the port employees through the continued pandemic.

Commissioner Singer is concerned about people slipping and falling on the boat ramp. The new design will better help paddle boarders and prevent slipping and falling. In the meantime, he considers it a liability. He thanked Pam for her input. He believes the port is here for economic development and the port needs to work on getting permitting done. He said we all need to continue working together. The staff is doing great and community input is valued.

**Consent Agenda**

**Motion:** Move to approve the minutes of 07/16/20 and 07/23/20

**Moved by:** Commissioner Green **Seconded by:** Commissioner Singer

Motion passed unanimously.

**Motion:** Move to approve the warrants

**Moved by:** Commissioner Green **Seconded by:** Commissioner Singer

Motion passed unanimously.

**Breakwater & Boat Ramp Updates**

Mr. Piccone gave a breakwater update first. The final design process to bring the breakwater to a 100% drawing and project documents for public bidding is something he would like to see commence later this month, then get started on at the end of August with a completion date of February. He wants to move the project to bidding as soon as the permitting is done. He will provide a detailed task list for approval at the August 20th meeting. The schedule as of now is the same as it has been, and he is targeting February – April 2021 as the time frame for the project to go for bidding. The permitting process is the only piece of the schedule that is difficult to predict. Mr. Piccone has been communicating with National Marine Fisheries as much as possible, but NMF has been slow in their reviews recently. He will keep everyone updated as things move along. Part of the federal permitting involves the Suquamish tribe reviews. Mr. Piccone likes to reach out to them separately and will do so as that develops. He will pass along to the port any areas of concern.

Regarding city permits, he has prepared a substantial amount of shoreline permitting paperwork, including the submerged vegetation survey the city asked for. The survey was completed in June and it was received in mid-July. It is ready but the city has not accepted the submission at this time. The city has a process they refer to as “counter-complete.” The city did that last week and they rejected it based on what Mr. Piccone would consider a handful of minor technicalities. His hope is that we can move through those technicalities. He and Port Accountant Tripp are working though those technicalities this week and next week. He will provide an update at the next meeting and he will be surprised and disappointed if this cannot be rectified in the next two weeks. Another item in the regulatory compliance category is related to DNR and very important that the port and city can move forward in negotiations relative to the city owned parts of the marina. Those are related to the lease the port has with the city, and PMA with DNR. That lease not only expires next year but working through that process with DNR is a necessary component for the project. There was not much to update on funding the breakwater, though Mr. Piccone did recognize and acknowledge the port for being awarded the BIG and BFP grants.

Regarding the clean vessel funding, the state parks put out a request for proposals for those projects. So far there has not been any requests for proposals on funding for floating restrooms or pump out boats. Mr. Piccone has been monitoring that and as soon as it comes out he’ll make the port aware of it if.

The breakwater project is still at the 60% design process. Permitting is the thing of concern with the schedule. Regarding to city permitting, Mr. Piccone still does not have a clear answer from the city on their permitting pathway. Reminder we have talked about this before we asked for a shoreline exemption in December of 2019. It was not until April of 2020 before he heard back from the city, who then asked for quite a bit of additional information. That information was prepared and submitted a couple of months ago. We are still waiting to hear back from the city. Mr. Piccone recently checked in and it is his understanding that the city should have an answer for city level permits the week of august 10th.

In terms of federal permitting on the boat ramp, the project is tracking the same lines as the breakwater project. The paperwork was turned in mid-2019 and then stagnated until the port got new project manager. Things are now moving along. While the project is a little easier project through the corps, it is essentially following the same timeline as the breakwater project. Mr. Piccone touched on the hydraulic project approval through WDFW. He stated that is usually a quick turnaround. He has not submitted it yet because the port needs to wait on the city to start their process. Mr. Piccone suggested scheduling a workshop (per Commissioner Green’s comments) in late August or September.

**Commissioner Appointment**

Final applications are due by noon tomorrow in the office. Commissioner Singer commented that he and Commissioner Green have had people reach out directly to them with their resumes and those applicants have since been redirected to Port Accountant Tripp. Port Accountant Tripp said there are presently six applicants. Interviews will be held on August 20th and the appointment of the next commissioner will be made September 3rd.

**Items for Public Discussion**

**Rules of Decorum for Public Comments**

Commissioner Green wanted to address how commissioners will address public meetings. After lengthy discussion it was agreed that commissioners will listen with respect, public comments will be made respectfully, there will be no interruptions, and responses will be made as necessary.

**Poulsbo Boater’s Association Report**

The association gave their report.

**Accounting & Manager’s Report**
See attached.

**Harbormaster’s Report**
See attached.

**Public Comments/Request for Future Agenda Items**

There were none.

**Commissioner Comments**

Commissioner Green is excited to see projects move forward and the prospects of the candidates. Good meeting tonight and a lot of things were put on the table have been addressed.

Commissioner Singer glad we had the discussions we did and encouraged everyone to continue working together.

**Final Adjournment 8:53pm**

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Mark Singer, Commissioner

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Jamie Green, Commissioner

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Cassidy Conners, Recording Secretary (Not in Attendance)