

**THE PORT DISTRICT OF SOUTH WHIDBEY ISLAND
REGULAR MEETING**

Held at South Whidbey Parks & Rec District, 5475 Maxwellton Rd, Langley WA
Tuesday, September 8, 2015 at 6:30 p.m.

AGENDA

WORKSHOP (6:15 – 6:30 PM): Commission review of vouchers and recent correspondence

REGULAR MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE

Consent Agenda

Approval of September 2015 Vouchers in the amount of **\$70,114.23** and approval of Minutes from the Regular Meeting of August 11 and the Special Meeting of August 25, 2015.

PUBLIC COMMENT – Please limit comments to 5 minutes

FINANCIAL UPDATE

July 2015 Financial Statement and Executive Director Report

STATUS REPORTS

Port Operations

Maintenance & Operations Supervisor
Operations & Maintenance Permitting

Mukilteo Parking

Clinton Market Study

South Whidbey Weekend Bus Service

Island County Fairgrounds

South Whidbey Harbor

Phase 1 Project

- Outside Mooring

Overall Harbor Expansion Project

Harbor Operations

Possession Beach Waterfront Park

Boat Ramp Renovation Project

ACTIVITIES/INVOLVEMENT REPORTS

Gordon: Council of Governments (COG), Skagit-Island Regional Transportation Policy Organization (RTPO) Technical Advisory Committee (TAC), Washington Public Ports Association (WPPA) and Clinton Community Council (CCC)

Halloran: Marine Resources Committee (MRC) and City of Langley Council Meetings

Ng: Economic Development Council (EDC)

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Regular Meeting

September 8, 2015

Langley, Washington

Commissioners Present: Curt Gordon (Clinton), Ed Halloran (Langley) and Jack Ng (Freeland)

Port Staff Present: Angi Mozer (Executive Director), Molly MacLeod-Roberts (Port Clerk), Pat Kisch (Maintenance & Operations Supervisor), and **Consultants** Melene Thompson (Fairgrounds Property Manager) and Marty Matthews (Fairgrounds Business and Marketing Plan Study)

MEETING CALL TO ORDER: Following a Workshop from 6:15 p.m. to 6:30 p.m. for informal Commission review and discussion of vouchers and recent correspondence, the Regular Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Tuesday, September 8, 2015, at the South Whidbey Parks & Recreation District Meeting Room at 5475 Maxwelton Rd., Langley, Washington. Commissioner Curt Gordon (President) called the Regular Meeting to order at 6:30 p.m., followed by the Pledge of Allegiance.

CONSENT AGENDA

Approval of Current Vouchers: Vouchers audited and certified by the Auditing Officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a listing which has been made available to the Board, and have been presented to the Board for review.

Approval of Minutes: Minutes from the Regular Meeting of August 11 and the Special Meeting of August 25, 2015.

ACTION: A Motion was made by Commissioner Ed Halloran and seconded by Commissioner Jack Ng to approve the Consent Agenda as presented, including the authorization and acceptance of Vouchers dated September 2015 as signed today in the amount of \$70,114.23. The Motion passed unanimously.

PUBLIC COMMENT

Mel Trenor (Island Beach Access) provided a report on the group's activities. IBA is still working on getting the \$165,000 state grant back when the state decided it shouldn't be used for water trails, beach access, or anything that different than what could be used in a landlocked part of Washington. Island County Commissioner Helen Price Johnson is working hard to get that funding returned to the County, \$75,000 of which was earmarked for beach access, identification, development and hiring a consultant to "shepherd" the process.

Trenor said there are some issues with Robinson Beach Park at Mutiny Bay Boat Launch. The County isn't happy that the Port doesn't maintain that facility but claims it is as one of its assets. Trenor has brought to the County's attention the fact that the Port has paid \$1,200 for signage at the Park, which the County took on as a low-maintenance project. There was a neighborhood petition at the Park claiming people were illegally parking and obstructing traffic. Trenor photographed the area and documented that driftwood logs had been illegally placed along the edge of the street so no one could park there. He removed the logs and now 6 cars can park there now legally. The County notified the neighbors that parking is allowed there (legal right of way). It is being formalized and the County will grade the area and provide parking signage. The commemorative sign for the Park is still in process.

At Shore Meadow Road, IBA is still in discussion with the Condominium Owners Association about signage. IBA had signs created showing the boundaries at Double Bluff, Dave Mackie and Robinson

Beach Parks. Unfortunately, the County designed the 1st sign at Double Bluff and posted it without first getting Trenor's approval and it was terrible. It incorrectly stated that it was private property and no public access was allowed at Double Bluff. There were several complaints and the County removed the sign the same day. The signs for all three parks will be redrawn and recreated with correct information, at the County's expense and will not be posted prior to getting approval.

As previously discussed, IBA has commissioned a surveyor to establish the right of way and location of the road for Marisa Lane.

Gordon noted that the state grant was a transportation grant and Price Johnson is trying to demonstrate that water trails are part of transportation. As for the County's comments about maintenance at Mutiny Bay, the Port has an InterLocal Agreement that states the County is responsible for all of the maintenance.

FINANCIAL UPDATE

July 2015 Financial Statement and Executive Director Report: The Commission acknowledged receipt of the July 2015 Financial Statement which was distributed to them previously. Executive Director Angi Mozer reported the Port received \$104,000 in tax, operating and grant revenue and incurred \$83,000 in operating and capital expenses during July 2015. Ending cash balance at 7/31/15 was \$581,000. The South Whidbey Harbor broke positive in July (revenues exceeding expenses) and should remain positive through the end of the year. She provided a draft preliminary budget for 2016 and asked the Commissioners to review it and provide her with any comments/suggestions.

STATUS REPORTS

Port Operations

Maintenance & Operations Supervisor Report: Mozer introduced Pat Kisch, the Port's new Maintenance & Operations Supervisor. Kisch has toured the facilities and is very excited about working for the Port.

Operations & Maintenance Permitting: Still ongoing. Mozer is currently reviewing the preliminary HPA (Hydraulic Project Approval) to make sure the terms are agreeable.

Mukilteo Parking: Mukilteo will interview consultants for the parking study on October 5th and Gordon plans to sit in on that process.

Clinton Market Study: The Commission was impressed by the caliber of the three consultants who submitted proposals/qualifications and agreed to tentatively schedule interviews with those firms for the afternoon of September 17th.

South Whidbey Weekend Bus Service: Mozer will ask SeaTac Shuttle to provide a proposal. Gordon will schedule a meeting with Island Transit board members Jill Johnson (Island County Commissioner) and Rick Almberg (Oak Harbor City Councilmember) to discuss the issue.

Island County Fairgrounds: Property Manager Melene Thompson was on hand to present her monthly report. The wedding held at the Fairgrounds (using the Pole Building and the area in front of the Fiddle Faddle barn) was very successful. There are several events scheduled in September and the campground will also be busy. The next Public Forum is scheduled for September 15 in the Pole Building from 7:00-8:00 p.m. Marty Matthews (Fairgrounds Business & Marketing Plan consultant) provided his monthly status report. He plans to visit Jefferson and Clallam County Fairgrounds the following day and will schedule visits to other Fairgrounds as well now that "fair season" is ending. He noted that Langley's current zoning does not allow light industrial, but Michael Davolio (Langley Director of Community Planning) has indicated that can be changed. Subsequent conversation with the City's Building Official has raised some concerns about the change of use for the Fairgrounds property. Halloran noted that on

September 17th, Davolio plans to present the Planning Advisory Board's recommendation to the City Council for the UGA (Urban Growth Area) boundaries as part of the Langley's Comprehensive Plan. Regarding light industrial use zone changes, Halloran cautioned the need to "get it in writing."

South Whidbey Harbor

Phase 1 Project

- **Outside Mooring:** Collins Engineers is moving forward with the bid documents for the project. Rather than spending money on Reid Middleton to create design documents for the anchor line fix, Mozer opened a dialogue with contractor Mike Carlson to perform that work. Hopefully the Port can come to agreeable terms with the contractor outside of legal counsel. Gordon noted that even if the Port spends the money for mediation, the mediation would be non-binding so this route is the way to go.

Overall Harbor Expansion Project: The Port received the final permit from the U.S. Army Corps of Engineers (six years after submitting applications). Mozer asked Joe Callaghan of GeoEngineers if the Port could do just some portion of the overall project. Callaghan said yes, as long as it doesn't change much from the original project plan; the structures are similar. The Port could also do just a portion of the mitigation to offset it – the Port would just need to coordinate it with the Army Corps of Engineers. The Port has 90 days to accept the final permit, but Mozer said she will probably do so sooner.

Harbor Operations

- **Harbormaster Report:** Duncan McPhee had submitted his monthly report prior to leaving on vacation. DockStock 2015 and the Labor Day weekend were very busy times at the Harbor.

Possession Beach Waterfront Park

Boat Ramp Renovation Project: Mozer spoke with Joel Darnell of Coast & Harbor Engineering (CHE) regarding their submittal of an amended contract that appeared to be a new scope with new costs. She explained that if there are cost overruns they need to be reasonable and attributed to specific activities. Darnell understood and there will probably be a change to the original \$99,000 contract, but hopefully he can do the legwork so Mozer can provide a justifiable argument to Recreation & Conservation Office (RCO) for additional planning grant funds. The Port can reapply for the RCO construction grant for the project in Spring 2016.

ACTIVITIES/INVOLVEMENT REPORTS

Gordon: Council of Governments (COG), Skagit-Island Regional Transportation Policy Organization (RTPO) Technical Advisory Committee (TAC), Washington Public Ports Association (WPPA) and Clinton Community Council (CCC)

COG: The grant funds that Mel Trenor of Island Beach Access referred to earlier came from the Federal Highway Act Transportation Alternatives Program. The typical transportation alternatives are walking trails and bike paths. When Island County applied for the \$165,000 grant, it included funding for water trails and the Program's administration said no to funding water trails as a transportation alternative. The County is working to reverse that decision. Ken Graska (Interim Executive Director, Island Transit) reported the agency is doing better after reorganization. He is open to discussing weekend bus service with the Port.

RTPO-TAC: Doug Cox (Transportation Planner, Island County) sent the Articles of Association and the Bylaws for the Island Transportation Planning Organization (ITPO). As previously discussed, Island County is no longer a part of an RTPO now that Skagit County joined a Metropolitan TPO. Gordon asked Ng and Halloran to review the documents and let Mozer know if they have any issues with them. He would like to provide Port approval by the September 23rd meeting when the ITPO expects to take formal action to sign the articles and meet as an ITPO and sign the bylaws as the 1st item of business.

WPPA: All three Port Commissioners will be attending the Small Ports Seminar in Leavenworth October 22nd-23rd.

CCC: The Clinton Community Picnic is scheduled for Saturday, September 12th from 3:00-6:00 p.m.

Halloran: Marine Resources Committee (MRC) and City of Langley Council Meetings

MRC: There was an excellent presentation on successful salmon recovery in Island County and the Tulalip Qwuloolt Estuary Restoration Project. The group looks forward to the joint meeting with the Snohomish MRC at Clinton Beach Park on September 17th.

Langley: Halloran said the previous meeting was routine business. He and Thompson attended the first half hour of the City's meeting that evening in order to let them know about the Fairgrounds Public Forum on September 15th.

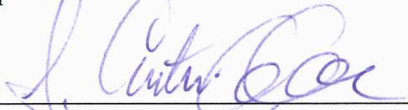
Ng: Economic Development Council (EDC): No meeting last month. Ng did meet with EDC Executive Director Ron Nelson and discussed the EB-5 Immigrant Investor Program and the potential benefits of having a Regional Center in Island County. Nelson said he would conduct some research on the issue. The Commission agreed to hold a work session (tentatively scheduled for October 8th) to discuss the EB-5 Program and Foreign-Trade Zones (FTZs). Matthews said he is looking into FTZs and will share whatever information he gathers.

OLD BUSINESS: None.

NEW BUSINESS: Gordon attended the Island County Planning Department-hosted meeting regarding the Freeland Urban Growth Area last month. The County is updating its Comprehensive Plan that was adopted in 1998. He explained that this time around, the County has the advantage of using the 2010 U.S. Census data. That data showed that all of the "doomsday growth analysis" from the 2000 Census has not occurred, and now Island County (and especially South Whidbey) is expected to grow very little. So if the population is not going to increase much, the UGAs might need to shrink in size. Gordon believes it would be a mistake to shrink the Freeland UGA to the smallest of the 5 options. He explained that it is because typically the rim of the UGA becomes mostly residential, and if the UGA needs to expand it then becomes difficult to get industry/commercial out into those areas of residential growth. He thinks they should leave the UGA as a placeholder. He believes the same is true for Langley, which is also looking to significantly shrink its UGA.

ADJOURNMENT: The Meeting was adjourned at 7:55 p.m.

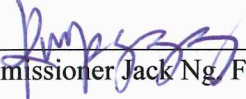
Approved:



Commissioner Curt Gordon, Clinton



Commissioner Ed Halloran, Langley



Commissioner Jack Ng, Freeland

Minutes reviewed by:



Angi Mozer, Executive Director

Public Disclosure Statement: The foregoing Meeting Minutes, audio recording and all supporting documents presented are available at the Port of South Whidbey, 1804 Scott Rd., Suite 101, Freeland WA 98249.