

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

Held at Port Office Conference Room, 1804 Scott Rd, Freeland, WA
Wednesday, May 24, 2017 at 2:00 p.m.

AGENDA

SPECIAL MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE (2:00 p.m.)

EXECUTIVE SESSION – Performance of Port Employees (duration approximately 15 minutes, 2:00-2:15 p.m.)

Clinton Market Study (approx. 2:15-3:00 p.m.)

Fairgrounds (approx. 3:00 p.m.-3:15 p.m.)

ADJOURNMENT (Approximately 3:15 p.m.)

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

May 24, 2017

Freeland, Washington

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

Port Staff: Angi Mozer (Executive Director) and Molly MacLeod-Roberts (Port Clerk)

MEETING CALL TO ORDER: The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Wednesday, May 24, 2017, in the Port office conference room at 1804 Scott Rd. in Freeland, WA. As announced, the primary purpose of the Special Meeting was for the Commission to address the items on the Agenda. Although the Meeting was of course open to the public, it was scheduled primarily for Commission consideration, discussion and action on those specific issues and public participation was not on the Agenda.

Commissioner Curt Gordon, President, called the Special Meeting to order at 2:00 p.m., followed by the Pledge of Allegiance.

EXECUTIVE SESSION: The Commission recessed into Executive Session at 2:01 p.m. for an expected duration of 15 minutes to discuss the performances of Port employees. At 2:16 p.m. the Commission extended the Executive Session for an additional 10 minutes. The Commission came out of Executive Session and returned to the Special Meeting at 2:24 p.m.

Clinton Market Study: Tom Beckwith of Beckwith Consulting Group was on hand to discuss his draft report. Gordon explained that he would like the Port to finalize the economic study and present it to the Clinton Community Council (CCC). He hopes the CCC will then consider the Port's study, the Joint Mukilteo Parking study, the County's Bike/Pedestrian Path study and others to come up with a plan for Clinton. Beckwith explained that it would be difficult to recruit new businesses with Clinton's current conditions and no changes planned or envisioned. However, successful recruiting can be accomplished if it is in conjunction with presenting a vision for future development (traffic calming, development capacity, etc.). Gordon wondered if a list of action items for both scenarios (Clinton "as is" and Clinton with an overall future development plan) could be outlined separately in the report. Beckwith explained that the action items for both could and should be done simultaneously. Under "Recruiting New Business", the report lays out what's required (putting together the property list, the property owners, etc.), provides the market data that identifies where the potential is going to be and the market statistics with examples of the new business types that would be the recruitment targets. Gordon wasn't sure the report was clear that a future plan did not have to be accepted first before starting to recruit businesses. Beckwith explained that if a recruitment process is set up with no vision, no future improvements, no "anything" - it will not succeed. He added, "*But you don't wait for the plan to be formally in the ground to move ahead; you recruit with the idea that you are moving ahead and you have a vision.*" Gordon wanted that stated obviously in the report, and Beckwith agreed it should be as a preamble or cover letter. He also cautioned the Commission that Clinton can't provide a short-term revision without a long-term plan for the development strategy. He added that the roundabout is a *concept* and the Commissioners shouldn't fall on their swords trying to sell roundabouts or a grid that may or not become the final development plan. Gordon appreciated emphasizing that both have to happen at once, because it lets the public and existing businesses that the first priority is to promote the businesses that are already established and recruit new businesses that fit with the vision and that there is an active community that is trying to make Clinton even better. Gordon added that it would help people understand that we can't do a short-term solution without a long-term vision, and this is one consultant's vision.

The Commission agreed that Beckwith should add a two-page Executive Summary at the beginning of the report that highlights and indexes the study's findings, and clarifies that Clinton can begin recruiting businesses now while simultaneously working on the future vision and plan. Once Beckwith has

completed the Summary and finalized the report, the Port will distribute it to the CCC as soon as possible so the public can review it and be ready to talk about it. It can then be considered along with the Mukilteo Parking study, and the preliminary report/graphics for the County's bike/pedestrian path, providing the CCC with a product to critique. Beckwith suggested having Island County Planning's Assistant Director Beverly Mesa-Zendt come to the CCC meeting to help with scoping. The Commission agreed Beckwith should also attend that meeting. Beckwith further clarified that his firm gathered public opinion on marketing – not on the concepts because that is part of the planning process. Now it's time to get public opinion on the concepts for planning. The Commission agreed to hold a public meeting with the CCC, Mesa-Zendt and Beckwith in late July, after everyone has had a chance to review all the available information from the three studies and is ready to discuss all of it. Beckwith suggested Mesa-Zendt could run it as the County's scoping session about where to go from here. There could be graphics from each of the 3 studies with brief presentations before holding round table discussions. The Commission agreed. Beckwith left the meeting at 3:15 p.m.


Fairgrounds: Executive Director Angi Mozer had previously provided the Commission with drafts of the Fairgrounds Advisory Committee (FAC) ByLaws & Charter. At the first FAC meeting, the members decided they would like to make two substantial changes to those:

- The Advisory Committee was originally structured so that the chair and vice chair positions rotate between the City of Langley and Island County representatives. As Mozer stated at the regular May meeting, the Committee decided that the Chair of the Committee should be elected by the Committee, rather than automatically filled by the City and County representatives. As a result the group elected Gary Gabelein as the chair.
- Originally the Committee was structured so that if there are changes in the organizations represented on the Committee, it would be approved by a majority vote of the chair, vice chair, Port Executive Director, and the Port Commissioners as a fourth vote. However, the Committee would like for these types of changes be voted as a recommendation coming from the entire Committee, to the Port Board of Commissioners for approval. The rationale is that they felt like the former structure gave more power to the chair and vice chair, whereas the latter provides equal influence from the Committee members.

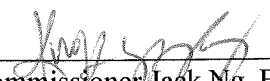
The Commission agreed those changes were acceptable and Mozer was authorized to finalize the ByLaws and the Charter accordingly.

ADJOURNMENT: The Special Meeting was adjourned at 3:21p.m.


Approved:



Commissioner Curt Gordon, Clinton

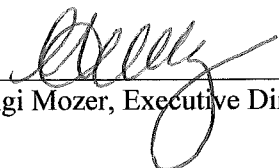


Commissioner Jack Ng, Freeland



Commissioner Ed Halloran, Langley

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.