

**THE PORT DISTRICT OF SOUTH WHIDBEY ISLAND  
and  
THE CITY OF LANGLEY COUNCIL**

**JOINT SPECIAL MEETING**

Held at Langley City Hall Council Chambers, 112 Second Street, Langley, WA  
Tuesday, November 24, 2015 at 2:00 p.m.

**AGENDA**

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

TOPICS FOR DISCUSSION

- **Cascade Avenue Bluff Stability Study**
- **Update of Harbor & Environs Master Plan**
- **Port Management of Fairgrounds Update**
- **Expansion of South Whidbey Harbor**
- **Mukilteo Parking**
- **Rural County Economic Development Funds Grant (for improving access between the Harbor and downtown Langley)**

ADJOURNMENT (Approximately 4:00 p.m.)

**THE PORT DISTRICT OF SOUTH WHIDBEY ISLAND**

**And**

**THE CITY OF LANGLEY COUNCIL**

Minutes of the Joint Special Meeting

November 24, 2015

Langley, Washington

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

**Port Staff:** Angi Mozer (Executive Director), Molly MacLeod-Roberts (Port Clerk), Duncan McPhee (Harbormaster) and **Consultants** Melene Thompson (Fairgrounds Property Manager) and Marty Matthews (Fairgrounds Business and Marketing Plan Study)

**City Council Present:** Thomas Gill, Bruce Allen, Robin Black and Rene Neff, plus Ursula Shoudy (Councilmember-elect)

**Mayor and City Staff:** Fred McCarthy (Mayor), Tim Callison (Mayor-elect), Debbie Mahler (Clerk/Finance Director), Jack Lynch (Interim Director of Community Planning) and David Marks (Police Chief)

**MEETING CALL TO ORDER:** The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners and the City of Langley Council was convened on Tuesday, November 24, 2016, in the Langley City Hall Council Chambers at 112 Second Street in Langley, WA. As announced, the primary purpose of the Special Meeting was for the Port Commission and City Council to discuss 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.

After introductions were made, Mayor Fred McCarthy and Commissioner Curt Gordon called the Joint Special Meeting to order at 2:03 p.m., followed by the Pledge of Allegiance. Gordon noted that it had been three years since the Port & City held a joint meeting. He and Councilmember Robin Black had worked together to come up with the discussion topics.

**TOPICS FOR DISCUSSION**

- **Cascade Avenue Bluff Stability Study:** Gordon said that any construction/improvements on the Port's property at the Harbor would likely require such a study. Mayor McCarthy noted that the 2013 "top slide" (not "rotational slide") on Wharf St. was related to a water pipe and the City spent approximately \$40K for a geotechnical survey of that hillside and the mitigation needed. Councilmember Thomas Gill said the 1991 geotech study of the entire bluff indicated that everything but the top 3" to 6" topsoil layer is perfectly stable – it's solid. He'll provide Port Staff with a link to that study, and City and Port Staff will continue to keep in contact on the issue.

- **Update of Harbor & Environs Master Plan:** The most recent Master Plan was completed in 2004. An update of the Plan would help provide the Port with a clearer path when designing the next phase, which the Port is eager to do. McCarthy said there is not a line item in the City's 2016 budget for updating the Master Plan. Port Executive Director Angi Mozer roughly estimated the cost at \$30K-\$40K.

- **Expansion of South Whidbey Harbor:** The Port now has the permits for the full buildout/expansion of South Whidbey Harbor (submitted more than 6 years ago). The most likely next phase would be G Dock, but even if the Port had the funding for it right now, it can't be done without the parking required by the City's Planning Department. The current InterLocal Agreement (ILA) between the City and Port requires the City to share in the effort to address parking needs. The Port needs an updated Master Plan with the known requirements before it begins design in order to keep costs down. Councilmember Rene Neff asked if the next phase is all for transient moorage, how much additional parking is really needed since the visitors arrive by boat and not cars? Interim Planning Director Jack Lynch said he would look into the City's parking requirements.

- **Rural County Economic Development Funds Grant (for improving access between the Harbor and downtown Langley):** McCarthy reported that the grant revenue is included in the City’s 2016 Budget. It was not listed on the City’s Six-Year Capital Improvement Plan, but it is now (as required for the RCEDF grant). Gordon noted that the Council of Governments approved the City’s either/or proposal (a funicular or an elevator) to get people up and down the hill to/from the Harbor area as an economic development mission that should be supported. He believes the City can change the application and successfully apply for something else because the Council of Governments has a very positive view of the concept.

- **Port Management of Fairgrounds Update:** The Port received an RCEDF grant to become an “economic development office” (something only ports can do under RCEDF) to manage the Fairgrounds property for one year and conduct studies for both Clinton and the Fairgrounds. The Port also successfully applied for gap funding from CERB (Community Economic Revitalization Board) for the Fairgrounds study. One of the key issues that will have to be dealt with is updating the current zoning and City codes regarding allowable uses of the facilities at the Fairgrounds and the current limitations that make it difficult to have more than one-day only events. The Port and City will need to work together to make the property more amenable to users.


Gordon suggested that another joint meeting of the Port and City should be held once the Staffs from each have “done their homework,” and it would be good to hold such a meeting twice per year.

- **Mukilteo Parking:** Gordon provided a review of the Port’s efforts in recent years toward providing parking in Mukilteo for both Island commuters and visitors and update on the current status of those efforts. The City of Mukilteo, Island County, Sound Transit and the Port have agreed to conduct a parking study, with the City contributing staff time and Island County, Sound Transit and the Port providing funding in the amount of \$2.5K, \$35K and \$10K; respectively. He noted that the Port wants to have Friday-Sunday bus service on South Whidbey, but can’t do it without Mukilteo parking. Until the multi-modal facility is built, the Port is working on an interim strategy to provide parking by temporarily renting one of the concrete pads on the oil tank farm from the Tulalip Tribe. The Port hopes all the efforts will serve to demonstrate to Washington State Ferries the permanent need for parking in Mukilteo. The Port is also working on getting funding for weekend shuttle service on South Whidbey (Clinton Ferry, downtown Langley, and Freeland business area). Finally, with the RCEDF grant discussed early, the Port has also hired a consulting group to conduct a Business and Marketing Study for Clinton.

ADJOURNMENT: The Special Meeting was adjourned at 3:55 p.m.

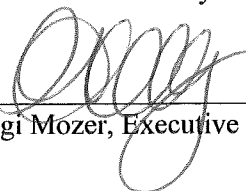
Approved:

  
\_\_\_\_\_  
Commissioner Curt Gordon, Clinton

  
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Commissioner Ed Halloran, Langley

  
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Commissioner Jack Ng, Freeland

Minutes reviewed by:

  
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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.