

**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  
Wednesday, October 18, 2017 at 3:00 p.m.

**AGENDA**

SPECIAL MEETING CALL TO ORDER (3:00 p.m.)

TOPICS FOR DISCUSSION

**Harbor Master Plan**

**Fairgrounds**

- Overlay, permitted uses, Port ideas for future use
- Other

**Joint Rural County Economic Development Funds (RCEDF) Grant Application**

**San Juan Clipper**

- Wave wall modification
- Transportation

Time permitting:

- Float Planes
- Harbor Archway update

ADJOURNMENT (Approximately 5:00 p.m.)

**THE PORT DISTRICT OF SOUTH WHIDBEY ISLAND**

**And**

**THE CITY OF LANGLEY COUNCIL**

Minutes of the Joint Special Meeting

October 18, 2017

Langley, Washington

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

**Port Staff:** Angi Mozer (Executive Director), Molly MacLeod-Roberts (Port Clerk/Accountant), Duncan McPhee (Harbormaster) and Roxy Taylor (Fairgrounds Property Manager)

**City Of Langley Representatives:** Tim Callison (Mayor), and Thomas Gill, Dominique Emerson, Ursula Shoudy, and Burt Beusch (Councilmembers) **Absent:** Bruce Allen (Councilmember)

**MEETING CALL TO ORDER:** The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners and the Langley City Council was convened on Wednesday, October 18, 2017, 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 and Council consideration and discussion on those specific issues and public participation was not on the Agenda.

Commissioner Curt Gordon (President) called the Joint Special Meeting to order at 3:07 p.m., followed by the Pledge of Allegiance.

**TOPICS FOR DISCUSSION**

**Harbor Master Plan:** Gordon explained that prior to further expansion of South Whidbey Harbor, the Port would like to hammer out the specific needs, wants & details of the Port, the City and the public. Mayor Tim Callison asked how the Port would reach out to stakeholders to identify the needs, etc. Gordon explained that work would be done by a consultant, usually with a combination of public meetings, interviews with stakeholders (residents, business owners, local government representatives, etc.) and surveys. Executive Director Angi Mozer noted that the Port has included \$20,000 in the budget for the last two years for the Harbor Master Plan. Gordon explained the Port would like the Harbor Master Plan to be a joint effort of the City and the Port next year, and requests the City to include money in the budget for that effort. Callison said a Port representative should attend a regular City meeting or a targeted City budget meeting to present the request. Councilmember Burt Beusch asked how long the process takes once a consultant is hired and Gordon estimated three months. Callison noted that the City received \$5,000 for its Comprehensive Plan from the Washington State Department of Commerce and suggested the Port might be able to get a similar grant for the Harbor Master Plan. Mozer will look into that option. As part of the discussion regarding future expansion of the Harbor, Commissioner Ed Halloran brought up the subject of float planes. Commissioner Jack Ng asked Harbormaster Duncan McPhee if anyone had brought a float plane into the Harbor. McPhee said there was one individual who came in (after being told **not to** because it creates a very dangerous situation). During departure, the plane's wing nearly hit one of the pilings. Subsequently, the Port has a "No Float Plane" policy at the Harbor as it is not safe with the current configuration.

**Fairgrounds:**

- Overlay, permitted uses, Port ideas for future use: Mozer will be submitting an application for Rural County Economic Development Funds (RCEDF) to kick off some renovations, and the Port is looking at financing options. An architect has been hired for the two priority projects at the Fairgrounds (adding a second exit to the Black Box Theatre and renovating the commercial kitchen in the Coffman Building). The Port has entered into a partnership with Goosefoot for the commercial kitchen, and Goosefoot will manage the space once the renovations are complete. The Port hopes to invest about \$2.5 million in the

Fairgrounds over the next 2-3 years (horse barns, RV campground, etc.). Gordon pointed out that the campground will be largely for RVs, whereas the South Whidbey Parks & Rec campground will be more for traditional camping in the woods (tents, small trailers) so the two facilities will not be in competition with each other.

Mozer has been working with Brigid Reynolds (Langley Director of Community Planning) on the uses the Port is interested in that are not currently allowed in the zoning. Reynolds said the Fairgrounds overlay is good, so once the City has completed its Comprehensive Plan, the Port can work within the already existing code to allow additional permitted uses. Potential uses being considered for addition to the code are offices, services, restaurants, theaters, brewery, wine bar, etc. Callison noted that the South Whidbey School District might have the same overlay for the Langley Middle School property.

- Other: Callison said the Port and the Fair Association should talk to the City about the Tourism Promotion Fund that the City has available for promoting specific events (like the Whidbey Island Fair) that will attract visitors from 40 miles away (or further), as demonstrated by collecting zip code information of attendees. The money in the fund comes from the lodging accommodations & restaurant revenues. Right now, those numbers are quite high - the City gets \$7.30 per visitor to Langley and there is money in that pot available. The Port could apply for funds for DockStock and for the booth and materials at the Seattle Boat Show.

Councilmember Ursula Shoudy suggested the Port could also apply for tourism promotion funding to provide boaters with transportation “up the hill” (Wharf Street). Gordon noted that for the last few years the Port has rented a golf cart during the busiest summer months, and Callison said that tourism dollars could be applied to that cost. The Langley Chamber of Commerce and Langley Main Street Association will contract with the Whidbey/Seatac Shuttle for the Clipper visits in December and will use the tourism promotion funds to help pay for it. Gordon suggested the City could also provide tourism promotion funding for the Shuttle during March & April when the Clipper and the Mystic Sea have whale watching tours. Halloran suggested the Shuttle could also be hired during the Whidbey Island Fair. Callison encouraged the Port and the Fair Association to apply for the tourism dollars.

A recent survey of the Fairgrounds property shows that there are boundary line issues with the City. There is a city-owned strip of land that goes right through the middle of the goat barn and cattle barn. Mozer is working with Reynolds on the possibility of exchanging that land for improved access at Fairgrounds Road.

**Joint Rural County Economic Development Funds (RCEDF) Application:** No direction has been received from the Board of Island County Commissioners or the Island County Council of Governments (COG) regarding the joint application for business recruitment. Callison reported that both the Executive Director and the Program Director of the Island County Economic Development Committee (EDC) resigned, and the EDC Board needs to look at its mission and responsibilities and determine how best to restructure it if needed. The Port and the City agreed to officially withdraw the joint RCEDF application.

**San Juan Clipper:**

- Wave wall modification: When the Clipper visited the Harbor in the Spring, the support for the vessel’s passenger gangway was damaged when a large wave caused that support to hit the top of the wave wall. McPhee spoke with the Port’s engineers who agreed with his recommendation to “notch out” an opening in the wave wall to accommodate the gangway. The Port asked if the City would share in the cost for that modification, and Callison said it would be eligible for tourism promotion funding. The Port intends to submit an application for the funding at the City’s November 6th meeting.
- Transportation: Discussed earlier.

**Time Permitting:**

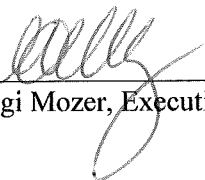
- Float Planes: Discussed earlier.
- Harbor Archway update: Mozer and McPhee have been working with Frank Rose in the hopes of working with the Langley Arts Commission to create a memorable and unique entranceway to the Harbor. Ng suggested the entrance could welcome visitors to the South Whidbey Harbor on one side and welcome visitors to the City of Langley on the other, and the Port and City could share in the cost for the wayfinding signage. Callison recommended the Port apply for tourism funds for that project as well.
- Other: Councilmember Dominique Emerson asked Gordon to provide the Council with an update on the Port's efforts for additional parking in Mukilteo, and he briefed them on recent discussions.

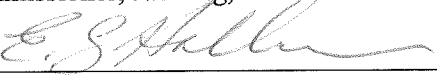
ADJOURNMENT: The Special Meeting was adjourned at 4:38 p.m.

Approved:

  
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Commissioner Curt Gordon, Clinton

Minutes reviewed by:

  
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Angi Mozer, Executive Director

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Commissioner, Jack Ng, Freeland  
  
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Commissioner Ed Halloran, Langley

**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.