

THE PORT DISTRICT OF SOUTH WHIDBEY ISLAND
REGULAR MEETING

Meeting held at South Whidbey Parks & Rec District, 5475 Maxwellton Rd, Langley WA
Tuesday, August 14, 2012 at 7:30 p.m.

AGENDA**

WORKSHOP (7:15 – 7:30 P.M.): Commission review of vouchers and recent correspondence

REGULAR MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Approval of Current Vouchers (dated August 2012 in the amount of \$110,148.15)

Approval of Minutes from Regular Meeting of May 8 and Special Meeting of June 5, 2012.

FINANCIAL ACTION ISSUES

June 2012 Financial Report

PUBLIC COMMENT – Items not on Agenda: Please limit comments to 5 minutes

ACTION ISSUES

Possession Beach Waterfront Park Update

1. Ramp Rebuild – Report from Boating Facilities Program (BFP) Planning Grant Tech Review (8/2/12)
2. Property Lease to AT&T

South Whidbey Harbor Update

1. Boat Ramp Boarding Floats
 - A. Permit Issues
 - City of Langley: Building Permit issued 8/6/12
 - B. Design & Bid Issues
 - C. Construction Issues
 - Schedule: Bid docs. avail 8/10, Advert. 8/10-29, Bids open at 2pm on Wed. Aug. 29
2. Phase 1: Breakwater Relocation with Uplands & Utility Improvements
 - A. Permit Issues
 - City of Langley: Presentation to DRB next Tues. 8/21 6:30pm
 - Corps of Engineers: Update
 - WDFW: Mitigation HPA #122970-2 extended, Phase 1 HPA #118222-2 being re-issued
 - B. Design Issues
 - C. Property Issues
 - DNR: Proposed Port Management Agreement (PMA) & Aquatics Land Lease modifications
 - Lots 20 & 21: West side boundary location being investigated by escrow & title companies
 - Boatyard Inn Project
 - D. Funding Issues
 - Port Security Grant (FEMA), including Consortium coordination
 - RCEDF InterLocal Agreement: Amendment approved, signed by Is Co. Commis Aug 8
 - E. Construction Issues
 - 400' Breakwater: Risk Management
3. Phase 2 and Beyond
 - A. Planning Issues
 - School/City/Port MOU
4. Harbor Operations
 - A. Dockstock on August 25

Clinton Beach, Fishing Pier & Dock Update

1. Recent Vandalism

Port Operations Updates

1. Humphrey Road Parking Lot: Towing Policy

New Project Opportunities

1. Mukilteo Parking Issues: Gordon
2. Traffic Calming Issues (Bruce Didier/Clinton Chamber of Commerce)

ACTIVITIES/INVOLVEMENT REPORTS

Economic Development Council (EDC): Jerome

Council of Governments (COG): Gordon

Skagit-Island Regional Transportation Policy Organization (RTPO): Gordon

Marine Resources Committee (MRC): Gregoire

Washington Public Ports Association (WPPA): Jerome

Puget Sound Partnership:

Langley Shoreline Master Plan Committee: Gregoire

Island County Shoreline Master Plan: Gregoire

RCO WWRP Water Access Committee: Field – August 16 in Olympia

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Regular Meeting

August 14, 2012

Langley, Washington

Commissioners Present: Curt Gordon (Clinton), Dennis Gregoire (Freeland) and Chris Jerome (Langley)

Others Present:

Port Staff: Ed Field (Port Operations Manager), Angi Mozer (Port Finance Manager) and Molly MacLeod-Roberts (Port Clerk); **Others:** Bruce Allen (Langley City Council Member), Paul Schell (Boatyard Inn Co-Owner), Bob Craven (President, Clinton Chamber of Commerce) and **Clinton**

Residents: Marcia Monma, Clyde Monma, Nancy Wiechmann, Marilyn Klansnic, and Doug Struthers

MEETING CALL TO ORDER: Following a Workshop from 7:15 p.m. to 7:30 p.m. for informal Commission review of vouchers and recent correspondence, the Regular Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Tuesday, August 14, 2012, at the South Whidbey Parks & Recreation District Meeting Room at 5475 Maxwellton Rd., Langley, Washington. Commissioner Curt Gordon (President) called the Regular Meeting to order at 7:30 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. The vouchers so listed and presented are summarized on the attached Voucher Listing (**EXHIBIT A**).

Approval of Minutes: Minutes from Regular Meeting of May 8 and Special Meeting of June 5, 2012.

ACTION: A Motion was made by Commissioner Chris Jerome and seconded by Commissioner Dennis Gregoire to approve the Consent Agenda as submitted, including the authorization and acceptance of Vouchers dated August 2012 as signed today in the amount of \$110,148.15. The Motion passed unanimously.

FINANCIAL ACTION ISSUES

June 2012 Financial Report: The Commission acknowledged receipt of the June 2012 Financial Statement, which had been distributed to them previously (**EXHIBIT B**). Port Clerk Molly MacLeod-Roberts explained that she had made one change to the Financial Statement: the cost for the electrical refurbishment at the South Whidbey Harbor had previously been incorrectly reported as a capital expense on the Administrative & Capital page, instead of as an operating expense on the South Whidbey Harbor page (which is where it was budgeted).

PUBLIC COMMENT – Items not on Agenda: There was no public comment.

ACTION ISSUES

Possession Beach Waterfront Park Update

1. Ramp Rebuild – Report from Recreation & Conservation Office (RCO) Boating Facilities Program (BFP) Planning Grant Technical Review: Port Operations Manager Ed Field and Port Finance Manager Angi Mozer presented the Technical Review in Olympia on August 2nd. Field explained that the Review is sort of the rough draft evaluation of the Port's presentation, with the final presentation that will be scored made in late September. The basic presentation last Thursday was good and includes most of the information. Field said, "*We got some real good comments. We need to get more pictures and make it a*

little more livelier and brighter. We will need to punch up the application by the end of August."

Gregoire noted that the final design is still to be determined, with alternatives such as elevated scenarios to be developed before selection of a final design, which Field confirmed.

2. Property Lease to AT&T/Cingular: Mozer reported that AT&T/Cingular representative Marianne Boring had emailed a redlined copy of the last lease that was previously approved and signed by the Port. She said, *"It looks pretty straightforward. It sounds like they are unwilling to fund our staff's time if we escort Cingular to the property."* Gordon said he would like clarification from AT&T regarding when the lease (and monthly payments) begins. He would like the Commission to have the opportunity for additional discussion on the lease during a Special Meeting. Once the Commission has a list of questions/concerns, the Port could then send the lease on to the attorney for review. Gregoire suggested having the attorney look at it first and then have the Commission discuss it. He needed more time to review it and was not prepared to discuss it at this meeting. Jerome felt that the Commission had input on the lease when it was sent to AT&T previously, so doesn't feel he needs any more input. He said the changes they've made are not substantive in any way, but he's fine with having the attorney briefly review it. Gordon said he had a few small issues he would like to push back on, and he wants to make sure the verbiage is clear. Noting that a Special Meeting would need to be scheduled at the end of the month to award the bid for the Harbor's Boat Ramp Boarding Floats project, the Commission agreed to table the discussion for now and put it on that meeting agenda prior to forwarding the redlined lease with Commission comments to the Port Attorney.

Clyde Monma of Clinton said the issue of "date certain" has been a problem from the beginning. He continued, *"Basically, AT&T sat on the lease for 8 months – they could have sat on it for 2 years. For that matter, once they sign the lease they pay \$2,200 and then don't have to pay anything until construction starts. You need to go back and ensure that there is date certain for the lease payments or they could go 5 years without paying anything and then decide not to build at all. This contract is totally in their favor and I don't see why you and your lawyers don't see that. It's really just negligent that you don't know what's in the lease, and that you're writing a lease like that for the public that is totally advantageous to AT&T. I've been saying this all along."*

Marcia Monma of Clinton said, *"You can go look at it on YouTube, but there was an AT&T tower just like this one in New Jersey that caught on fire with the flames spewing out all over. Also, it's been 2½ years that this has been going on."*

South Whidbey Harbor Update

1. Boat Ramp Boarding Floats

A. Permit Issues

- **City of Langley:** Building Permit issued August 6, 2012.

B. Construction Issues

- **Schedule:** Bid documents available 8/10, advertised 8/10-8/29, with bid opening at 2 p.m. on Wednesday, 8/29/2012.

In order to provide a Notice to Proceed as soon after Labor Day as possible, Field requested that the Commission provide at least "conditional bid approval upon verification" at a Special Meeting on August 29th. The Commission agreed to schedule the Special Meeting for that evening to discuss the bids and the AT&T lease.

2. Phase 1: Breakwater Relocation with Uplands & Utility Improvements

A. Permit Issues

- **City of Langley:** Presentation to Design Review Board scheduled for Tuesday, 8/21/12 at 6:30 p.m. Field explained that in order to go out to bid in October, the Port would need DRB approval by September. Gordon said he would attend the DRB. Gregoire said he would like to be there as well to

discuss trying to make changes to the City's permit system and revise the shoreline process, because the Shoreline Permit Plan should actually be the Site Plan Review – every other city does it that way.

Paul Schell (Boatyard Inn co-owner) said his project is also on the DRB's 8/21/12 Agenda. Based on his experience, he encouraged the Port to indicate waterline improvements, landscaping, paving, etc.

- **Corps of Engineers Update:** The 30-day Notice has been issued (subsequent to a “nudge” from U.S. Senator Patty Murray's office). At the end of the 30 days, Field explained that the Corps is free to make a decision and issue a permit. He continued, *“Whether they will is up to them, but the Services (U.S. Fish & Wildlife and National Marine Fisheries) have completed their informal consultations and replied to the Corps. So all the information is in the Corps' hands to allow them to proceed and give us a decision.”* Gregoire stated that the Corps has to write and issue a Record of Decision (a formal document) and the Port should ask how long it will take before that is issued.
- **Washington State Department of Fish & Wildlife (WDFW):** Mitigation HPA #122970-2 extended, Phase 1 HPA #118222-2 being re-issued

B. Property Issues

- **Proposed Port Management Agreement (PMA) and Aquatics Land Lease modifications with Department of Natural Resources (DNR):** Initial plan being revised for resubmittal.
- **Lots 20 & 21:** West side boundary location being investigated by the escrow & title companies.
- **Boatyard Inn Project:** Field explained that the project's initial plan showed a very minor property swap – about an 18” property line adjustment. However, there would be a huge amount of paperwork and bureaucracy behind it because it would affect the property lines of the PMA and it is part of the original RCO grant. Changing the actual property lines would therefore be very challenging and somewhat costly. Field said, *“The line on the ground covers the PMA, and RCO's concern is the parking, so we are proposing that if there is an air rights extension (an easement for 10 ft. up) cantilevered up on the 2nd floor, it would not affect parking in any way.”* He added that it would also serve to avoid conversion or encroachment and asked Commission approval to informally discuss with RCO the possibility of the Port granting the Boatyard Inn an air space easement. The Commission provided approval and Field said he would talk to the RCO representative on Thursday.

C. Funding Issues

- **Port Security Grant (FEMA), including Consortium coordination:** The Port has received the initial questionnaire regarding accounting procedures from FEMA. In a follow up email, Mozer explained that the Port was asked to provide some back up documentation regarding what is planned for use as the match, such as the breakwater purchase (how it was acquired, how the cost is depreciated, etc.), the work Reid Middleton has provided to date, and demonstration that Reid Middleton was hired through a full and open competition process. Field noted that FEMA requires a huge amount of hoops and paperwork, and it will be challenging to see if the Port can get through that at the same time we get through the permitting.

Gordon said he would like to have a discussion weighing the benefits vs. the disadvantages of the FEMA grant during the next Special Meeting. The Commission agreed. Prior to the meeting, Gordon requested that Mozer prepare a report for this Port Security Grant that indicates what the Port gets long-term (20-year projections), the costs associated with being federally compliant, etc.

- **Rural County Economic Development Fund (RCEDF) InterLocal Agreement (ILA):** The Amendment to the ILA was approved and signed by Island County Board of Commissioners on August 8th.

D. Construction Issues

• **400' Breakwater – Risk Management:** Field explained that a key ^{responsibility} aspect when drawing up the construction contract for Phase I is when the contractor takes responsible for the breakwater. He has said the contractor would become responsible as soon as the contract is signed, which would mean responsibility through the winter storms, etc., and then return it to Port ownership when work is complete and ready for use. From an operational standpoint that is very appealing, but at the last coordination with Reid Middleton, Shannon Kinsella provided some strong push back on that. The current cost estimates of \$1.8 million are based on the Port maintaining ownership of the breakwater until such time as the contractor would normally take it over. If the bid were awarded in October and the contractor took responsibility then, they would do without knowing the condition of the breakwater and cabling, and would have to hire a diver, etc. and haul it away while possibly dealing with adverse weather conditions. All of that would result in the bid numbers going up by 5-10% to make sure their costs are covered. Since the Port is currently insured and knows the conditions, Kinsella recommended that the Port retain responsibility and ownership until the contractor would normally take it over, and Field agreed. The Commission took no exception.

3. Phase 2 and Beyond: No update.

4. Harbor Operations: DockStock 2012 scheduled for August 25th; t-shirts have arrived and are available for sale at the Harbor.

Clinton Beach, Fishing Pier & Dock Update

1. Recent Vandalism: Field reported problems from “overuse” continue during the crabbing season. There’s been a lot of trash and people have taken the trash can liners out, the bathrooms have been toilet papered, a light was broken, a garbage can was stolen and one of the tables has been partially destroyed by people rocking it back and forth to loosen the concrete holding it in place. A report was filed with the Island County Sheriff’s Office and Field said, “*We’re working with our landscapers and everyone to try to keep as many eyes on the area as possible.*” Gregoire noted that the creation of Clinton Beach was driven by the local community and asked, “*Is there any established local volunteer group that has been identified to steward it?*” Field said there was early on, but not lately.

Bob Craven (President of the Clinton Chamber of Commerce) said he wasn’t aware there were such problems at Clinton Beach, but he would definitely talk to the Chamber and work toward getting more eyes on the area.

Port Operations Updates

1. Humphrey Road Parking Lot Towing Policy: Following recent violations, Staff had prepared a draft Towing Policy for Late and/or Unpaid Permit Payments and Daily Fees (**EXHIBIT C**). The Policy included the following:

Proposed Procedure for Late/Unpaid Permit Fees

1. A Late Fee of \$25 is automatically imposed for permits unpaid by the 10th of a month.
2. The pending Permit Fee and the Late Fee must be paid by the end of the month to retain parking privileges.
3. If Fees remain unpaid past the first of the following month, the unpaid parked car may be towed immediately if parked in the permit parking area.

Proposed Procedure for Late/Unpaid Hourly/Daily Parking Fees

1. If a vehicle accumulates five (5) unpaid fee notices, a Notice shall be placed on the windshield notifying the owner that the vehicle has excessive unpaid fees and will be subject to towing if it continues being parked without resolution of unpaid fees.

Proposed Procedure for Intentional and Willful Non-payment of Fees

1. *If a vehicle is parked in permit or daily parking areas without proper payment, and if there is information available to the Port which indicates that the driver has no intention of paying the applicable fees (either on-time or late), then the unpaid vehicle may be towed immediately.*

After a brief discussion, the Commission agreed with the first Procedure for Late/Unpaid Permit Fees, changed the second Procedure for Late/Unpaid Hourly/Daily Parking Fees to read *"If a vehicle accumulates three (3) unpaid fee notices..."* The Commission did not like the third Procedure for Intentional and Willful Non-payment of Fees and agreed it should not be included.

ACTION: A Motion was made by Jerome and seconded by ^{Gregoire} Jerome to approve the Towing Policy for Late and/or Unpaid Permit Payments and Daily Fees as modified. The Motion passed unanimously.

New Project Opportunities

1. Mukilteo Parking Issues: No update.
2. Traffic Calming Issues: Bob Craven, President of the Clinton Chamber of Commerce, was on hand to present a letter dated July 25, 2012 from the Chamber (**EXHIBIT D**) requesting the Port's assistance with a grant search and project to install a traffic calming strategy on Highway 525 in Clinton. The project would include the purchase, installation and operation of electronic radar/speed reporting signs on both sides of the road. In addition to allowing visitors and residents to safely enter and leave the Clinton core, the Chamber anticipates that that reducing the speed of the traffic flow to current speed limits will also serve to provide economic development to the businesses by enhancing accessibility. The cost estimate for the two signs is \$15,000. The Skagit-Island County Regional Transportation Planning Organization (RTPO) has some funding available for such projects, and there is only a 13.5% match requirement (about \$2,000).

ACTION: A Motion was made by Gregoire and seconded by Jerome to work with the Clinton Chamber of Commerce and send a letter to RTPO requesting funds to install a traffic calming strategy on Highway 525 in Clinton. The Motion passed unanimously.

ACTIVITIES/INVOLVEMENT REPORTS

Economic Development Council (EDC): (Jerome) No report.

Council of Governments (COG): (Gordon) No report; last month's meeting was cancelled.

Skagit-Island Regional Transportation Planning Organization (RTPO): (Gordon) No report; last month's meeting was cancelled.

Marine Resources Committee (MRC): (Gregoire) Gregoire said there has been a lot of discussion regarding the salmon recovery program, and they continue to do a lot of good research.

Washington Public Ports Association (WPPA): (Jerome) Upcoming events include the Environmental Seminar in La Conner October 11-12, the Small Ports Seminar in Leavenworth October 25-26 and the Annual Meeting in Seattle November 28-30.

Puget Sound Partnership (PSP): No report.

Langley Shoreline Master Plan Committee: (Gregoire) No update.

Island County Shoreline Master Plan: (Gregoire) Gregoire said their draft Plan is out and they will hold a public hearing on Thursday which he will attend. He said, *"There are some comments which we need to get into their program that I'm still trying to put together, and I'm waiting for the hearing to find*

out what the rest of the world thinks about. But it will be open until September, so we may be able to have some discussion at the Special Meeting." Gordon asked Gregoire to send the comments and any report on the public hearing to Field for distribution to the Commission.

Recreation & Conservation Office (RCO) Washington Wildlife & Recreation Program (WWRP) Water Access Committee: Field to attend August 16th in Olympia.

OLD BUSINESS

City of Langley's Request for Letter of Support (EXHIBIT E): The City is applying for a grant to fund the reconstruction of Second Street through the Washington Community Economic Revitalization Board (CERB). The application is due August 16th and the City has requested that the Port provide a letter of support for the project. Gordon said that when he served on the Technical Advisory Committee for the RTPPO, they voted to give \$300,000 of RTPPO funds to design improvements for Second Street. He said, *"This is a big economic development project as far as I'm concerned. If the City needs to apply for CERB funding, there is no better place for it to go."* The Commission agreed and directed Field to draft and send the requested letter of support prior to the grant application deadline.

NEW BUSINESS

Potential Transfer of Property Adjacent to Mutiny Bay Boat Launch: Gregoire explained that the Robinson Family has expressed an interest in donating approximately one acre of property adjacent to the Mutiny Bay Boat Launch. Conditions of transfer include the following: the property is to be used for public access to the shoreline, continued operation of the boat ramp and use of the Robinson name in the park's final name. He thought those were reasonable conditions. He noted a number of issues, including: which agency should take the property (County, Port or South Whidbey Parks & Rec), the possibility of future mitigation, and the concerns of the beach and upland community. Gregoire said additional research is needed and he offered to conduct the initial coordination to gather additional information to hopefully secure the property in public ownership. He noted that the use of an InterLocal Agreement might be a useful mechanism to move it forward.

Gordon said he doesn't have any interest in permanently owning any of that property, but he thought the South Whidbey Parks & Recreation District (SWPRD) could. He stated, *"I don't want to maintain another park, and I have no interest while I am on this Board of taking on another park. Water access, helping with the boat launch – sure. No park."* Gregoire said that's why the Port would talk to another entity; the Port couldn't and shouldn't do it alone – the Port should do it in partnership because the opportunity is incredible. He continued, *"The issues you raised about maintenance issues and cost are true, but right now we have maintenance issues down there and no one is around to deal with it."* Gordon asked Field about the Port's interest in the property, and Field explained that just as with Freeland Park, the Port owns 25% of Mutiny Bay Boat Launch and has zero responsibility for maintenance. Island County owns 75% and has 100% responsibility for maintenance per the ILA.

Gregoire said, *"My point is to address the maintenance issue for one, and find out if the SWPRD is willing to partner and help us with this."* Gordon responded, *"I don't see that we even need to be a partner. My personal opinion is that the SWPRD should take it on – it would be a great waterfront park."* Gregoire suggested he continue to do some coordination, dialogue and bring back information. Gordon suggested he talk to SWPRD and/or other agencies or organizations to get into a commitment for longer term maintenance for it. Jerome saw no harm in gathering information, but he agreed with Gordon that the Port has enough maintenance issues already.

Light Industrial Zone in Langley: Bob Libolt, is part owner of the 40-acre property adjacent to the City's sewage treatment plant on Coles Road, which was zoned for residential development (originally 50 homes, reduced to 25 or so). Gordon explained that the City is now trying to plan in potentially an industrial zone overlay. Libolt and his partner have located an interesting, dry land/fresh water fish farm

facility and they are talking about bringing it to Langley. Gordon, Langley Mayor Larry Kwarsick and South Whidbey Record reporter Justin Burnett went to Olympia to tour a fish farm facility that uses technology researched and developed over 40 years resulting in a Coho salmon that grows & lives in fresh water. There are different phases, and the one they would bring to Whidbey reuses 98% of its water through bio-filtration systems.

Gordon said it was simply a fact finding mission, but pointed out that it has a potential to become a partnership for economic development.

Jerome said in his discussion with City Councilmember Hal Seligson, Hal indicated the City is simply looking for a general expression of conceptual support. Gregoire said he needed a lot more information before he could even suggest conceptual support. Jerome explained the support is not for the fish farm facility, but rather for the light industrial zone overlay. Gordon said, *"So, I'm all for the concept of trying to help partner if we can to make a light industrial zone overlay in the Langley area."* Gregoire said he still needed background information in terms of infrastructure and data before even talking about it. He said he could not approve the concept without additional information.

ACTION: A Motion was made by Jerome and seconded by Gregoire to express conceptual support for the concept of a light industrial zone in Langley as an engine for economic development.

Gregoire said, *"I want to add that I'm hoping to see additional information that supports even talking about that. I mean, where's the stuff in the GMA (Growth Management Act)? Where's the beginning stuff?"* Gordon said it is all in the GMA, and the Motion is just to express conceptual support – the concept. He said the rest of the details can be worked out; does the Port support the concept of a light industrial zone for the sake of an economic development engine? Gregoire said, *"On this conceptual thing, I want to see some demand and need data."*

Gordon called for a vote on the Motion. The Motion passed by a 2-1 margin, with Gordon and Jerome in favor and Gregoire against.

Application for Funds – Additional Paragraph: As previously directed by the Commission, Field had prepared the following paragraph for inclusion with all future Applications:

Thank you for your interest in the Port of South Whidbey's program of economic development grants for local organizations. The details of the program and its application process are provided in the attached Application for Funds, but the Port Commission wants potential applicants to understand that the underlying focus of the program is to encourage the growth of local business, especially by bringing additional visitors to South Whidbey. For new applicants, requests should address how the proposed funding is intended to increase tourism and local economic development. For returning applicants, the Commission considers it essential that the benefits of previous funding be reviewed and quantified, including as much data as possible. Possible types of data to be collected would include numbers of off-island visitors, zip codes of attendees, etc., while bearing in mind the challenges inherent with the small volunteer nature of most sponsoring groups. However, continuing funding is likely only when an organization can demonstrate both the economic benefits of previous grant(s) and the anticipated improvements from further grants(s).

Jerome suggested adding a reminder to all applicants that there is a new Application for Funds form and all submittals must use the most recent form. The Commission agreed and Field said he would add the language as requested. The additional paragraph was approved as submitted.

Bike Racks: Jerome said there is a blog for bicyclists on Whidbey Island and it provides information on the availability of bike racks in various locations. It specifically calls out the South Whidbey Harbor at Langley as one of the places that is deficient in that regard. It also mentions that Half Link Bicycle Shop

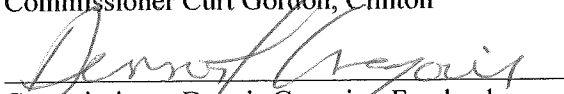
offers bike racks at cost to companies and agencies willing to install them. Jerome said he would forward the link to the blog to Field for him to follow up on.

ADJOURNMENT: The Meeting was adjourned at 9:34 p.m.

Approved:



Commissioner Curt Gordon, Clinton



Commissioner Dennis Gregoire, Freeland



Commissioner Chris Jerome, Langley

Minutes prepared by:



Edwin S. Field, Port Operations Manager

- Exhibit A: Voucher Listing
- Exhibit B: June 2012 Financial Statement
- Exhibit C: Draft Humphrey Road Parking Lot Towing Policy
- Exhibit D: 7/25/12 Letter from Clinton Chamber requesting assistance with traffic calming strategy
- Exhibit E: 8/13/12 Memo from City of Langley requesting support for Second St. grant application