

**PORT DISTRICT OF SOUTH WHIDBEY ISLAND**

Minutes of the Special Meeting

July 16, 2007

Port Office in Freeland, Washington

**Present at the meeting were:**

Commissioner Lynae Slinden, Clinton

Commissioner Rolf Seittle, Langley

Commissioner Geoff Tapert, Freeland

Ed Field, Port Manager

Molly MacLeod-Roberts, Port Clerk

Rich Parker, Comp Scheme Fac/Ed

Dennis Gregoire, Comp Scheme Fac/Ed

**Absent:** None

**CALL TO ORDER:**

The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on July 16, 2007, in the Port office conference room at 5492 S. Harbor Avenue in Freeland, WA. Commissioner Tapert called the Meeting to order at 9:10 a.m. The purpose of the Meeting was to provide a workshop for Port Commissioners to review all community and Commissioner comments regarding the Port's draft Comprehensive Scheme of Harbor Improvements 2007-2013 in order to reach agreement on that Scheme prior to its adoption, scheduled for the August 8 Regular Meeting.

**SPECIAL MEETING:**

Rich Parker, Comp Scheme Fac/Ed, said there were two different types of comments to be reviewed: 1) The Commissioners' comments which have been highlighted in Comp Scheme Draft v6.5 (**EXHIBIT A**) and the community comments on the Comprehensive Scheme: Comment Review Form (**EXHIBIT B**). Parker said there were not that many comments, and they were not that substantial. The Commissioners decided they would go through just the Commissioners' comments first and then the community comments rather than both simultaneously. Port Manager Ed Field said there were two additional items to be discussed, specifically, Port Accountant Chuck Edwards has noted a couple of issues with the Project History section of the Comp Scheme, in particular the Langley Marina. Ed said he would like to bring Chuck in later for those issues. He suggested having a small break once the Commissioners' and community's comments have been reviewed, and then Chuck could join the meeting to discuss the financials and the Capital Investment Plan (CIP). Parker said he would be able to offer some context to the Committee's thinking behind some of the language in the Comp Scheme. He said it would be as feedback rather than opinion. Parker explained he would pose the question, and the Port Commission would then discuss it. He said he would take notes and make changes as directed by the Port Commission for the final version.

## **Review of Commissioners' Comments:**

- Table of Contents. Commissioner Slinden suggested reordering the numbers as per the highlighted list at the bottom of the page. The Commissioners agreed to the change.
- Page 4. Commissioner Slinden suggested deleting the word “activities.” The Commissioners agreed to the change.
- Page 5. Commissioner Slinden suggested adding the highlighted paragraph. The Commissioners agreed to the change.
- Page 6. Commissioner Slinden suggested adding the highlighted paragraph. Commissioner Tapert said the resolution should be attached in the Appendix of the Comp Scheme. Parker told Ed he would need Resolution 92.5 to be sent to him in an electronic format. After further discussion, the Commissioners agreed to the change.
- Page 7, 1<sup>st</sup> paragraph. Commissioner Slinden suggested deleting the last sentence of the paragraph. The Commissioners agreed to the change.
- Page 7, Mission Statement. Commissioner Seitle suggested removal of the word “rural.” Commissioner Slinden said the term “rural” is necessary to get funding from the Department of Community, Trade and Economic Development (CTED). Commissioner Seitle then suggested deleting the word “unique” instead. Commissioner Tapert didn't want to change any part of it as the Port Commission had worked with the Committee on the wording. Parker said the Committee felt very strongly about using both words. After discussion, the Commissioners decided not to make any changes.
- Page 7, Professionalism. Commissioner Slinden suggested deleting the first sentence of the paragraph. The Commissioners agreed to the change.
- Page 13. Commissioner Seitle suggested adding the additional paragraph. Commissioner Tapert suggested re-wording it along the lines of “the Port will continue to explore other real estate in and around the small boat harbor in accordance with the Master Plan”. Commissioner Slinden agreed the paragraph needed to be more general. Parker pointed out that the Port already had acquisition of property in the Comp Scheme numerous times, so the Port would be in compliance with the law if it purchased property without including that paragraph here. After discussion, the Commissioners agreed to add a paragraph using Commissioner Tapert's suggested wording.
- Page 13, Last sentence in 1<sup>st</sup> paragraph. Port Manager Ed Field said the sentence should end after the word structure, deleting the rest of the sentence completely. Ed said the results of the studies are the stockade is causing the sand accretion problem and not the Nichols' pier. The Commissioners agreed to the change.
- Page 17, 1<sup>st</sup> paragraph. Commissioner Slinden suggested deleting the 2<sup>nd</sup> sentence. The Commissioners agreed to the change.
- Page 17, Economic Development, Goal 1, 2<sup>nd</sup> sentence. Commissioner Slinden suggested deleting the word “local” and Commissioner Seitle suggested deleting the word “activities.” Parker said this is a very strong statement indicating the Port would be spending the next 6 years focusing on this goal, and the objectives follow the statement. Commissioner Slinden suggested changing the wording to “Enhance existing local activities...” Commissioner Seitle said he would like to remove the 2<sup>nd</sup> sentence entirely. Commissioner Slinden asked if the Committee felt strongly about having the 2<sup>nd</sup> sentence in there. Dennis Gregoire, Comp. Fac/Ed, said the objectives following expand on the goal, and the key thing is the Goal being one sentence. Parker explained that the Committee did feel strongly about the phrase “...while creating new economic activities.” The Commissioners agreed to delete the words “Enhance local existing activities” and the remainder of the second sentence would simply be added on to the 1<sup>st</sup> sentence.

- Page 18, Environmental Stewardship, Goal 1, 2<sup>nd</sup> bullet. Commissioner Slinden suggested changing the word “reflect” to “respect.” The Commissioners agreed to the change.
- Page 18, Environmental Stewardship, Goal 1, 2<sup>nd</sup> bullet. Commissioner Seitle suggested replacing the word “ecology” with “environment.” The Commissioners agreed to the change.
- Page 20, Economic Development, 1<sup>st</sup> bullet. Commissioner Slinden suggested removing the words “...in Langley harbor area.” The Commissioners agreed to the change.
- Page 20, Economic Development, 1<sup>st</sup> bullet. Commissioner Seitle suggested deleting all text after the word “development” because the 2<sup>nd</sup> bullet makes that text redundant. The Commissioners agreed to the change.
- Page 20, Environmental Stewardship. Commissioner Slinden suggested adding a 4<sup>th</sup> bullet regarding enforcement of resolutions. Commissioner Tapert suggested changing the word “possible” to “feasible” in the second sentence. The Commissioners agreed to change the word to “feasible.” Commissioner Tapert suggested replacing the word “Support” in the 3<sup>rd</sup> sentence with “Adhere to...” The Commissioners agreed to add the 4<sup>th</sup> bullet and they agreed to change the wording in the 2<sup>nd</sup> and 3<sup>rd</sup> sentence per Commissioner Tapert’s suggestions.
- Page 21, 3<sup>rd</sup> bullet. Commissioner Slinden suggested adding the words “...in compliance with FAA regulations.” The Commissioners agreed to the change.
- Page 21, 5<sup>th</sup> bullet. Commissioner Slinden suggested deleting the words “from Langley Small Boat Harbor to” and adding the words “between” and “whenever needed.” The Commissioners agreed to the change, but replaced “whenever” with “wherever.”
- Page 21, Develop passenger ferry and tour boat service infrastructure. Commissioner Slinden suggested adding Holmes Harbor Boat Ramp to the Site listings. The Commissioners agreed to the change.
- Page 21, Expand the information kiosk listing business, accommodations, restaurants and transportation options for visitors. Commissioner Slinden suggested adding Clinton Beach, Fishing Pier and Dock to the Site listings. The Commissioners agreed to the change.
- Page 22, Support commercial business improvements and marine related light industry, such as bait shop, small boat builder/repair shop. Commissioner Slinden suggested adding Clinton Beach, Fishing Pier and Dock to the Site listings. The Commissioners agreed to the change.
- Page 22, Establish a marine fuel facility. Commissioner Slinden suggested adding Clinton Beach, Fishing Pier and Dock and Holmes Harbor Boat Ramp to the Site listings. The Commissioners agreed to the change.
- Page 22, Allow for limited overnight parking. Parker asked if Dave Mackie Park should be deleted from the site list. Port Manager Ed Field pointed out the Park includes a parcel on the opposite side of the street that could be utilized for overnight parking. After discussion, the Commissioners decided to leave Dave Mackie Park on the site list.
- Page 23, Develop overnight camping or parking facility, etc. Parker asked if Dave Mackie Park should be deleted from the site list. After discussing, the Commissioners decided to leave Dave Mackie Park on the potential site list.
- Page 23, Construct a Boat House/Shelter. As a result of his meeting with Paul Sorenson regarding economic development and opportunities for Langley, Ed suggested changing the wording to “Construct a boat storage and launching facility.” Ed also suggested adding Possession Point and Waterfront Park to the potential site list. The Commissioners agreed to the changes.
- Commissioner Slinden suggested changing all occurrences of “Holmes Harbor Boat Ramp” to just “Freeland Park.” The Commissioners agreed to the changes.

- Commissioner Tapert suggested that Mutiny Bay should actually be referred to as “Mutiny Bay property.” The Commissioners agreed to the change.
- Page 22, Support commercial business improvements, etc. Commissioner Seitle suggested removing Clinton Beach, Fishing Pier and Dock from the list of potential sites because Clinton Beach refers to the Park and they don’t want to see commercial businesses within the Park. Commissioner Slinden suggested simply removing the comma between Beach and Fishing. After discussion the Commissioners agreed leave it on the list but to remove the comma so it will read “Clinton Beach Fishing Pier and Dock.”
- Page 22, Establish a marine fuel facility. Commissioner Slinden suggested adding Clinton Beach and Holmes Harbor to the potential site list. Commissioner Tapert suggested changing the word “Establish” to “Evaluate” or “Re-Evaluate.” After discussion, she asked why specific locations had to be listed for all these items, and suggested just indicating the locations would be within the Port District. Parker said it could be moved back to Potential Project Initiatives under Economic Development on page 20 where it is not site specific and could become an additional bullet, with language as Commissioner Tapert suggested, i.e. “Re-evaluate marine fuel facilities port-wide.
- Page 23, Develop overnight camping or parking, etc. Commissioner Tapert said Mutiny Bay Boat Ramp would be all right for overnight parking but should be removed from the list of potential sites for overnight camping. He suggested that rather than listing specific sites, they should make them all general instead under the Economic Development section on page 20. Ed said only 10%-20% of the Potential Specific Site Improvements are specifically tied to one site, like Improve the grandstand, which is only at Dave Mackie Park. Ed suggested reducing the entire list to bullets and if there is one that is site specific such as the grandstand, the location would be placed in parentheses next to it, (Dave Mackie Park), and leave the rest in general. The right side of the column would be eliminated. Commissioner Slinden suggested removing the word “Specific” from “Potential Specific Site Improvements” on page 21. Ed suggested it be titled “Potential Improvements and Projects.” Ed said he would work with Parker on the list. Parker asked if the current list is to be added to the list above under Economic Development. He suggested moving each of the items on page 21-page 23 into one of the “three legs of the stool” on page 20 under Potential Project Initiatives for 2007-2013: 1) Economic Development, 2) Environmental Stewardship or 3) Marine Access and Recreation. The Commissioners agreed to Parker’s suggestion. Gregoire added that there is a separate process for project specific activity and that needs to be clarified in the Comp Scheme. Commissioner Tapert asked if the Port Commission would be adopting the Comp Scheme today. Parker said no, that in 3 weeks at the next regular Port meeting, the Commissioners would have the final version. There are no additional meetings or hearings after today. Commissioner Slinden said the goal today is to come up with the final draft. Port Manager Ed Field said the final draft version will be on the Port’s website on July 25<sup>th</sup>, and Parker agreed.
- Page 23, Project Selection Guidelines. Commissioner Slinden asked Gregoire for clarification as to the 5-point process he had mentioned earlier. Gregoire explained it refined the Project Selection Guidelines, and handed out copies of Project Planning and Implementation. The 5-point process was developed by the port industries in the early 1970s and refined in the 1990s. Gregoire said it provides a good explanation to the public as to how the Port conducts its final project review.
- Port Manager Ed Field asked for clarification as to how Mutiny Bay should be referred to in the Comp Scheme. The Commissioners decided it should be called the Mutiny Bay site.

- Page 40, Tax Levy, last sentence of 1<sup>st</sup> paragraph. Commissioner Tapert suggested changing the year from 2006 to 2007 and changing the amount per thousand from \$0.15 to \$0.11. The Commissioner's agreed to the change.
- Page 40 and Page 41, Industrial Development Districts. Commissioner Slinden suggested adding a paragraph and deleting the paragraph under Grants. The Commissioners agreed to the change.
- Page 41, Grants and Gifts. Commissioner Slinden pointed out that the Interagency Committee for Outdoor Recreation had changed its name. Parker said he would make the necessary changes.

#### **Review of Community Comments:**

- Page 17, Economic Development: Goal 1. Comment from Don Meehan, Washington State University (WSU). Parker reported Agriculture had been added to the list.
- Page 19, Environmental Stewardship: Goal 1 and Marine Access and Recreation: Goal 1. Comments from Don McArthur, South Whidbey Yacht Club (SWYC). After discussion, the Commissioners decided the wording did not need change as all watercraft is covered in the following bullet. The Commissioners did decide to reverse the order of the 1<sup>st</sup> and 2<sup>nd</sup> bullets under Environmental Stewardship.
- Page 17 and Page 18, Economic Development, Goals 1 and 2. Comment from Karen Epifano. Comment noted.
- Page 20, Potential Projects – Economic Development. Comment from Don McArthur, SWYC. Comment noted.
- Page 20, Potential Projects – Environmental Stewardship. Comment from Elaine Woods, Whidbey Walks. Comment noted.
- Page 20, Potential Projects – Environmental Stewardship. Comment from Nancy Waddell, Whidbey Watershed. The Commissioners agreed to broaden the language from “marine conservation groups” to “organizations actively engaged in.”
- Page 20, Potential Projects – Marine Access and Recreation. Comment from Gayle Austin. Comment noted.
- Page 21-23, Potential Specific Site Improvements – Mackie Park, Holmes Harbor, Mutiny Bay. Comment from Don McArthur, SWYC. Comment noted.
- Page 21-23, Potential Specific Site Improvements – Mutiny Bay. Comment from Don McArthur, SWYC. Comment noted.
- Page 21-23, Potential Specific Site Improvements – Mackie Park. Comment from Dave Hoogerwerf, Maxwellton Community Club. Comment noted.
- Page 21-23, Potential Specific Site Improvements – Holmes Harbor. Comment from Carl Fjelsted, Island Rowing Association. Comment regarding floating pier noted. The Commissioners said the webcam idea is interesting. The Commissioners agreed language should be added along the lines of “enhance security at existing facilities and improve public access to facility conditions.” Parker suggested adding on page 19 a bullet under Marine Access and Recreation, Goal 1, Objectives that reads “Increase safety and security facilities.” The Commissioners agreed with Parker’s suggestion. Parker said he would also put the comment regarding the webcam to view facility conditions in the appropriate area.
- Page 21-23, Potential Specific Site Improvements – Holmes Harbor. Comment from Don McArthur, SWYC. Comment noted.
- Page 21-23, Potential Specific Site Improvements – Possession Point. Comment from Elisa Miller. Comment noted.
- Page 21-23, Potential Specific Site Improvements – Possession Point and others. Comment from Don McArthur, SWYC. Comment noted.

- Page 21-23, Potential Specific Site Improvements – Clinton Dock. Comment from Don McArthur, SWYC. Comment noted.
- Page 21-23, Potential Specific Site Improvements – Clinton Beach, Fishing Pier and Dock. Comment from Elisa Miller. Comment noted.
- Page 21-23, Potential Specific Site Improvements – Langley Small Boat Harbor. Comment from Frankie Petitlearc. Comment noted.

**General Business:**

- Bush Point Boat Launch: Port Manager Ed Field reported that Mike McCarthy, Bush Point Manager/Caretaker, said the Washington Department of Fish and Wildlife (WDFW) reconstruction crew is due to arrive at 1:00 p.m. today. They have reserved rooms for 3 days' lodging near Bush Point; it sounds like they are planning a one-week operation. Commissioner Tapert said he had heard the short piles had been delivered.
- Langley Master Plan: Ed said Walt Blackford from the City of Langley had contacted him at the request of the City Council. The City Council wanted to know when the Port District of South Whidbey Island intends to launch the harbor Master Plan revision process. Ed's suggested response was, "At this point, our focus is on resolving the Auditor issue, the site data gathering and preliminary conceptual design processes, which are the initial stages and have already started." The Commissioners agreed with Ed's response.

**Port History:**

- Langley Marina. Port Accountant Chuck Edwards addressed some of the history of the Port District and the Langley Marina. Edwards referred to page 6 and noted that there is insufficient detail in the second paragraph that says the Port abandoned the project (the original marina sank). He said that the current marina was partially financed by the Port, and Edwards feels that needs to be made clear. Commissioner Seitle explained that the 2<sup>nd</sup> facility in Langley cost \$650,000 to build: \$180,000 came from the IAC, \$170,000 came from the Port, and the balance came from the councilmanic bonds issued by the City of Langley. Edwards said he thinks the 1<sup>st</sup> facility was also at least partially funded by the Port. Commissioner Slinden read from the original plan regarding Phil Simon Park, "The original park at the eastern end of the city's waterfront was completed in 1975. The project involved bulkheading, launch ramp construction and the creation of a small picnic area. The total cost was \$57,000, with the Port District contributing \$14,250 at 25% and the State IAC providing \$42,750. Participation by the City of Langley involved the assumption of all maintenance and operation responsibilities." Commissioner Slinden then read from the original plan regarding the Langley marina, "The Port, City of Langley and State IAC constructed a 40-slip transient moorage marina. The facility consisted of a floating concrete finger pier anchored to treated timber pilings, all protected by a floating tire breakwater. Originally, the Port contributed \$110,000 to what was to be a \$350,000 project. \$240,000 was provided by the State IAC. In 1986, the floating breakwater sank. After successful litigation by the City, the IAC provided an additional \$100,000 and the Port another \$40,000 to supplement \$170,00 in councilmanic bonds issued by the City. Ultimately the finished project cost \$660,000 and resulted in a total of 38 slips protected by a new wood pile breakwater system. In 1985, the Port District contributed another \$30,000 to the effort and the IAC another \$100,000." Commissioner Slinden asked if that summarized it, and Edwards agreed it did. He said it is up to the Port if they want to include that information. Port Manager Ed Field asked if the Commissioners wanted to put

a little bit more of the history of the marina into the Comp Scheme. The Commissioners agreed that more needed to be added. Parker said he would add the paragraph back in.

- Whidbey Airpark. Edwards said the final sentence in the 2<sup>nd</sup> paragraph on page 6 was inaccurate. He said the project was feasible, but not politically acceptable. The Commissioners decided to rephrase as “public opinion was not supportive of the airpark.”
- Langley Marina. Commissioner Seitle reported something interesting he found in the old Comp Plan. Commissioner Slinden read the section aloud, “The Port’s imprint is clear on marine facilities throughout the District, including the Langley Boat Harbor and Phil Simon Park. It is an interesting, if not mysterious, facet of local history that the Boat Harbor exists under City auspices rather than Port auspices.” Edwards said there is no mystery to: it was a Port decision. The marina ended up in the City of Langley’s name because the Port District didn’t want to spend money on the lawsuit to get the sunken breakwater taken care of. The Port allowed the City of Langley to keep whatever proceeds it received as a result of the lawsuit, and the City was able to use the proceeds to rebuild.

### **Capital Investment Plan (CIP):**

Edwards explained that as an accountant, when he sees a Comprehensive Scheme saying the Port wants to do A, B, C, D, he believes the CIP should recognize the money that will be spent on A, B, C, D. He said that the financial side of the Scheme needs to be formulated. The draft version 6.5 only shows 1% increases for subsequent years, and if that’s all the Port is going to spend then the rest of the Scheme falls apart. Edwards said that since the Comprehensive Scheme talks about potential funding sources of capital funding needs of \$5 million over the next 6 years, the Port should put that \$5 million in the CIP somehow. Otherwise, the Port’s Scheme would be internally inconsistent. Commissioner Seitle agreed. He said the Port’s only source of income is from the taxpayer. Commissioner Seitle said that consequently, none of the projects in the Comp Scheme are feasible without a levy lift and he doesn’t understand why the Comp Scheme doesn’t address that. Port Manager Ed Field explained it was put together this way partly because of time constraint, partly because he’s reluctant to estimate costs for projects as nebulous as they are now, and partly because the Port has yet to determine if there will be a levy lift or an Industrial Development District (IDD) or whatever. This draft contains a CIP that says we know where the money is coming from and this is all that we can project at this time, as described in the paragraph preceding the table. Ed said the paragraph following the table says the Comp Scheme CIP will be amended on an annual basis when the Port has a better idea of where the money is coming from and where it’s going. Commissioner Slinden asked Edwards if he didn’t see that as adequate. Edwards said, no, because the Port needs to say to the public, “Here is what we’re going to spend, and here are the potential revenue sources.” Parker asked what are the assumptions behind coming up with the \$5 million and what do you use to prioritize where that \$5 million is spent. Commissioner Tapert added that property acquisition is a “huge hit” and that \$5 million could become \$15 million very quickly. Commissioner Seitle said the additional revenue from the operation of the Langley Marina starting in 2009 should also be included. Gregoire said that the source of funding could be added to the bottom of the Ed’s format and the Port could begin to identify the tax levy, marina revenue, grants, bonds, and others. Commissioner Tapert asked if, in order to do the CIP, the Port needed to know how much money it planned on spending in the next 6 years. Parker agreed that was the case. Commissioner Tapert said the Port needs to discuss the possibility of a levy lift at the next regular meeting as it is going to affect the CIP, and said there needs to be a list of each

project. Commissioner Slinden said the current CIP graph has that and shows the dollars. Ed said the dollars are based on available dollars only. Commissioner Slinden asked Edwards if he was saying they just need to include speculative money the Port may get. Edwards said yes, that the CIP is money that you plan to spend. The current table only shows the Port spending the amount it currently has, and he thinks the Port's vision involves spending a much larger amount than that. The amount shown on the table is too small. Edwards believes all the money that can be potentially spent should be included and then add language perhaps like "unknown sources of funds." Parker asked if it is okay for the Port to adopt this Comp Scheme and then do the financial analysis and amend the Comp Scheme within a six-month period. Edwards explained that if he were the public, he would see the Comp Scheme and want to know how they were going to pay for it. If the answer is a possible levy lift, then why not put it in the Comp Scheme? Ed summarized Edwards' CIP version is that to say how much the Port is going to spend, the Port also needs to identify how it will get the money. Ed took the opposite approach of, "This is all we've got and this is how we will spend it." There was additional discussion as to how to go about projecting potential revenue from grants, levy lifts, IAC, etc.

Commissioner Tapert said there are three priorities in the Comp Scheme he would like to see done in the near term: 1) Mutiny Bay fixed and paved, 2) Langley – access to the pier once it is anchored, and 3) Crawford Rd. – he'd like to see the property acquisition high enough that the Port can do something significant with industrial-zoned property. Commissioner Slinden said that although it is not a significant amount of money, there is still the project at Maxwellton that needs to be finished. Commissioner Seitle said Maxwellton's and Mutiny Bay's primary source of funds should be the IAC. Commissioner Seitle suggested having Edwards help the Port on creating a CIP taking a realistic approach using the Port's reserves plus additional money to fund the Langley issue, then assume IAC grants Mutiny Bay and Maxwellton, and format the CIP to admit that that the Port will have to go to the taxpayers for some of the funding. Edwards said he could work with Ed and each of the Commissioners and Gregoire to create a CIP and then have another workshop.

Commissioner Seitle said he would propose that facilities with negative cash flow should be primarily financed with grant money, and facilities with potentially positive cash flow should be subject to investment by the taxpayers. Commissioner Slinden agreed with the exception of Maxwellton, because it is a prior commitment, has been going on for 5 years and it does not require a huge amount of cash.

Parker said the Port has now agreed to the goals and project concepts, so they have a "business plan" in place, and now must consider rational assumptions on how it will all be paid for. He said in order for the final draft of the Comp Scheme to be completed by July 25<sup>th</sup>, there is not time for an additional workshop. He asked if the Port wanted to move forward and adopt the Comp Scheme and then come back and do a more detailed financial analysis later. Commissioner Tapert thinks they can get the Comp Scheme through the SEPA process while simultaneously working on the CIP, and adopt both at the same time during final adoption. Gregoire said the CIP has to be part of the Comp Scheme now. Ed said the Port either goes with the CIP as it is now and adopts the Comp Scheme in August, or the Port revises the CIP and waits until it is complete before adopting the Comp Scheme at a later time. Commissioner Tapert said he would like to see the addition of the Langley revenue and the exhaustion of the reserves on Ed's CIP. Ed said they could do that easily within the timeline (by July 25<sup>th</sup>). Commissioner Tapert said that would address the issue that the Port would need to go to the taxpayers for funding. Ed said if the Port chose to do a more formal and comprehensive look at the CIP, it would push out the timeframe.



Edwards said he understood the deadline and he would put something together with Ed and the Commissioners could then decide if they wanted to use it. He stressed that the Port wants to be very inclusive and not exclude anything until later when there is no funding for it. Commissioner Tapert said they would continue to refine the CIP, in fact, they are committed to do it annually.

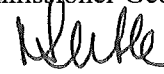
Ed said it is his understanding that the Port Commissioners have decided he and Edwards should work together to get some numbers on Langley, Maxwellton, and Mutiny Bay, include the Langley revenue starting in 2009, include the exhaustion of the Port's reserves within that CIP, and see if those revised pages meet the Commissioners' approval before adoption at the August meeting. Commissioner Slinden said she was given information that they shouldn't exhaust more than up to 6 months of their operating expenses; that they should not exhaust the reserve lower than a certain point. Commissioner Slinden thinks they need to keep a cash reserve of some kind. Commissioner Tapert said exhausting the reserves will help the Port to say how much more they need to accomplish the projects when it comes time for a levy lift.

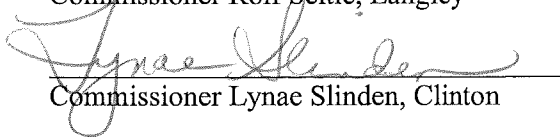
**ADJOURNMENT:**

The meeting was adjourned at 12:30 p.m.

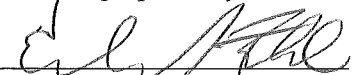
Approved:

  
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Commissioner Geoff Tapert, Freeland

  
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Commissioner Rolf Seitle, Langley

  
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Commissioner Lynae Slinden, Clinton

Minutes prepared by:

  
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Edwin S. Field, Port Manager

- Exhibit A: Port District of South Whidbey Island, A Six-Year Comprehensive Scheme, 2007-2013, Draft – Version 6.5  
Exhibit B: Comprehensive Scheme: Comment Review Form – Community Comments