

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

Held via Zoom Meeting Service
Thursday, October 1, 2020 at 5:00 p.m.

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/88688998856?pwd=SnBGOWZZSTBPSHp6VENBeWpjVm42UT09>

Meeting ID: 886 8899 8856

Passcode: 282479

One tap mobile

+12532158782,,88688998856#,,,,,0#,,282479# US (Tacoma)

Dial by your location

+1 253 215 8782 US (Tacoma)

Meeting ID: 886 8899 8856

Passcode: 282479

SPECIAL MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE (5:00 p.m.)

**3-Phase Power Project – Fairgrounds
Clinton Dock**

ADJOURNMENT (Approximately 6:00 p.m.)

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

October 1, 2020

Held via Zoom Meeting Service

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

Port Staff Present: Stan Reeves (Executive Director), Molly MacLeod-Roberts (Port Clerk/Accountant), Bryon Midkiff (Fairgrounds Director) & Pat Kisch (Maintenance & Operations Supervisor)

MEETING CALL TO ORDER: The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Thursday, October 1, 2020, via Zoom Meeting Service. Although this Special Meeting was of course open to the public, the meeting was scheduled primarily for the Commission to address the items on the Agenda, and public participation was not on the Agenda.

Commissioner Ed Halloran, President, called the Special Meeting to order at 5:04 p.m., followed by the Pledge of Allegiance.

3-Phase Power Project – Fairgrounds: Executive Director Stan Reeves reported that two bids had been submitted to date; deadline for submittal is Friday, October 2nd at 4:00 p.m. The Commission will then award the project to the lowest, qualified & responsive bidder. He anticipates the Commission will award the bid during the regular meeting on October 13th with Notice to Proceed issued the next day and the project completed by the end of December.

Clinton Dock: Reeves provided a detailed description of the areas on the Clinton Dock that are failing. The skid plate around the piling has been off to the side and at this point there is nothing holding that plate on. The most significant pieces of steel on the dock are either broken or are so deformed that there's not much holding it together. There are only 2 angle irons remaining, and they are significantly smaller than the ones that have broken/bent. He does not see it lasting through a storm. Reeves had spoken several times with Shannon Kinsella at Reid Middleton, and on Tuesday had sent over the most recent pictures from the weekend when additional damage had occurred. Upon viewing the photos, Kinsella said that the floats just need to come out. Based on the drawings and photos, she can't recommend any way to save them. They should just be disconnected and hauled away and Reeves agreed.

Maintenance & Operations Supervisor Pat Kisch has been calling around seeking assistance in removing the floats. Pacific Pile & Marine had previously estimated a cost of \$150,000 to bring in a barge, drop in spuds for a crane to lift the floats onto the barge and haul them away, but that would disturb the sea bed and require additional permits, etc. They are now looking at tying up to the ferry dock instead of dropping the spuds. Given the current situation, Reeves does not think there is enough time to try to get any money from the federal grant for the demolition portion of the project as it will take at least 3-4 months to get far enough into the process to get to the first phase of removing the floats.

Reeves and Kisch agree that the cheapest way is to disconnect the floats, have them towed to Possession Beach Waterfront Park and then deal with breaking them up, taking them off the ramp and disposing of them. Kisch has talked with Combined Construction, Culbertson Marine, Pacific Pile and Washington State Ferries (WSF). Tom Kostner at WSF provided a contact for Manson Construction, the company that is working on the new Mukilteo ferry terminal and suggested they might be able to cover and haul them away to Possession or Mukilteo on a day their equipment isn't being used on the terminal project. Combined Construction might be able to drive over to Mukilteo to pick them up and dispose of them.

Reeves said they do not have a definitive plan yet, but if he can get the floats removed and disposed of for less than \$50,000, he would like the Commission to give him the green light to do that. His contact at the Washington State Dept of Transportation (WSDOT) explained that in order to access the federal money,

the Port will spend about \$50,000 up front to do all the required studies and hire the consultants before they can even get started on awarding any money. Looking at that \$50,000 sunk cost (if the Port had the time), Reeves' perspective is that if the Port spends \$50,000 now and eliminates this problem up front, WSDOT is willing to move the \$150,000 of the grant allocated for the demolition portion and just apply it to the next phase of design/engineering or construction. The Port won't lose the money, but it won't get the credit to apply the \$50,000 toward the 13.5% matching requirement. Commissioner Curt Gordon noted that 13.5% of \$150,000 is \$20,000, so if the Port spends \$20,000 on removal now, it's a wash and there's more money for the next phase(s).

In Reeves' opinion, it's imminent that the float will break free from the piling and it could happen in the next storm. Gordon noted that Washington State Ferries (WSF) had someone assess it, but that individual didn't think it was in imminent danger. They believe it is the Port's problem – not WSF's problem to solve. Halloran asked about taking them out and putting them on the beach. Kisch noted there are environmental concerns with having Styrofoam on the beach. Gordon suggested a mobile crane could be hired to pick the floats off the ramp at Possession. Kisch thought that if the floats are rolled over onto their top, an excavator could safely drag them up the ramp and stack them off to the side where they can be broken up.

At Gordon's request, Reeves summarized the Island Regional Transportation Planning Organization's (IRTPO) Transportation Alternatives Grant. In March, the Port submitted an application to remove the Clinton Dock floats and start the process of designing a new passenger-only ferry dock and construct it. He used the 2016 Dock Assessment for the preliminary numbers in the grant application. That assessment estimated \$650,000 to remove the existing dock and design and install a new dock in basically the same configuration. It was roughly broken down to \$150,000 for the removal piece. So when Reeves submitted the grant application, he cited three phases with a total cost of \$650,000 and asked for \$150,000 for the first phase (removal). In late April, IRTPO awarded \$319,000 of the \$650,000 requested, and broke it out as \$150,000 to remove the existing and the remainder for initial design and permitting, and the Port will need to find additional funding for construction elsewhere. The grant funding comes from the Federal Transportation Administration, going down through Washington State Department of Transportation's (WSDOT) "surface" projects (usually roads, walking trails, bicycle paths, etc.) and the Clinton Dock project didn't really fit the program. The Port needs to have a C.A. (Certification Acceptance) authority to manage the project, because we don't have any engineering staff with experience in dealing with federal transportation projects. Initially, WSDOT Surface thought they could do it, but the Port would have to first hire a consultant to be a management analyst to help handle the requirements. Once that consultant was hired, then WSDOT could start awarding the funds. In May, Reeves and Susan Driver (Island County Transportation Planner) Public Works agreed Public Works could serve as the C.A., and in June the County sent a draft Interlocal Agreement so they could start working on it. Then in late August, Public Works said they were not going to do it because they were too busy, and the Port should go back to WSDOT. Reeves then contacted John Vezina (WSF Government Relations Director) and Driver contacted the Assistant to the Secretary of WSDOT and briefed him. Both groups are trying to help the Port, but they can't bypass the federal requirements. The Port has to fulfill those federal requirements before the IRTPO can give the funding.

If the plan for float removal involves disturbing the sea bed, an Environmental Impact Statement will be required and the Port will need to hire a consultant to do assessments, and none of those costs would be covered by the grant. Those sunk costs are usually about 1/3 of the total project cost. Reeves was told that most municipalities that don't have a robust engineering capability usually don't apply for this grant program if the project is less than \$300,000. It is too cumbersome and too costly.

Reeves has the 14-page application that includes a Statement of Non-Impact (getting the floats out without disturbing the seabed). But the application also requires information on any type of aquatic plant life, types of fish, etc. and the Port would still need to hire a consultant to complete it. Alternatively, the Port can remove the floats as an emergency under the RCW with either state or Port money and not use the grant funding at all. Since the Port won't need the \$150,000 for the Phase 1 demolition, they will push that grant

money and use it all for the design, engineering, permitting and construction phase. That will give the Port more time to hire the consultant, solicit an engineering firm, etc.

Those discussions took place prior to the dock starting to deteriorate further. The Port's contacts at WSDOT Surface Transportation viewed the photos and agreed with Reeves that the floats need to come out soon rather than wait and go through the lengthy process of fulfilling federal requirements. Reeves has drafted (but hasn't sent) a letter including a current photo of the dock asking WSF again if they will consider helping the Port with it. Reeves will continue to move forward with the grant process, but it would be so much simpler to get the management consultant and engineering firm on board with the demolition and removal already done. Gordon doesn't support sending a "help me" letter to Vezino unless there is a specific request. The Port will need lots of support for the **next** \$300,000 for Phase 3 – construction.

Puget Sound Regional Council (PSRC) received funding from the state legislature to do a feasibility study on passenger only ferry routes throughout Puget Sound. They initially had 41 potential routes and will eventually whittle it down to about 8 that will be studied plus two alternates. The South Whidbey-Everett route is currently one of those potential alternates. In mid-September, PSRC sent out invitations to Reeves and others to participate in a conference call with various planning-type individuals from the County and the City of Langley to answer questions about South Whidbey as one of the potential routes. The PRSC asked a lot of questions about where the ferry landing should be on the Island and where it should be on the mainland. Langley Mayor Tim Callison and Island County Commissioner Helen Price Johnson were also on the call; they were the only elected officials. The consensus from everyone on Whidbey Island was that Clinton would be the ideal location (not Langley), because of all the existing facilities: Ferry terminal, parking, Island Transit, restrooms, water & power, etc.). During the call, Reeves provided the historical information on the Clinton Beach facility (originally designed to support passenger only service), and detailed the current condition and the Port's efforts to remove the existing floats and start the planning phase for a new dock using the Surface Transportation Block Grant. They were very excited to hear about it and before hanging up the phone they said the Clinton route would definitely get a route analysis.

Reeves and Kisch will continue working on a way to remove the floats for under \$50,000 and present the proposal under the RCW Emergency process to the Commission during another Special Meeting via Zoom Service. Halloran suggested contacting Nichols Brothers Boat Builders.

ADJOURNMENT: Without any further discussion or action, the Special Meeting was adjourned at 6:20 p.m.

Approved:



Commissioner Ed Halloran, Langley

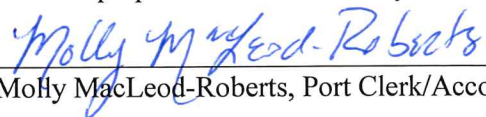


Commissioner Curt Gordon, Clinton



Commissioner Jack Ng, Freeland

Minutes prepared and submitted by:



Molly MacLeod-Roberts, Port Clerk/Accountant

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 303, Freeland WA 98249.



Commissioners Ed Halloran, Curt Gordon and Jack Ng approved the foregoing Minutes during the regular meeting of November 10, 2020, which was held online via Zoom Meeting