

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

Held via Zoom Meeting Service
Tuesday, June 8, 2021 at 12:00 p.m.

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/85317720071?pwd=aHBBMm4wKzZVUTJtZ2gwYkFZOVIEUT09>

Meeting ID: 853 1772 0071

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WORKSHOP (11:45 AM – 12:00 PM): Commission review of vouchers and recent correspondence

REGULAR MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE

COMMISSIONER ACTIONS

Consent Agenda: Approval of June Vouchers in the amount of **\$78,300.55** and Minutes from the Regular Meeting of May 11, 2021.

PUBLIC COMMENT – *This is time set aside for members of the public to speak to the Board regarding any subjects of concern/interest, including items on the agenda. The Board will take all information under advisement, but generally will not take any action unless it is emergent in nature. To ensure your comments are recorded, please state your name and city of residence. Please limit comments to 5 minutes.*

EXECUTIVE DIRECTOR REPORT

Financial Update and April 2021 Financial Statement

Clinton Dock/Surface Transportation Block Grant – WSDOT

Shoreline Maintenance Permits – Update

Boat Ramps – Mutiny Bay and Maxwellton

STATUS REPORTS

Fairgrounds

- Fairgrounds Director Report

Port Operations

- Maintenance & Operations Supervisor Report

South Whidbey Harbor

- Harbormaster Report

ACTIVITIES/INVOLVEMENT REPORTS

Gordon: Island Regional Transportation Planning Organization (IRTPO) and Clinton Community Council (CCC)

Ng: Council of Governments (COG), Economic Development Council (EDC), Washington Public Ports Association (WPPA) and Port-wide Marketing & Promotion Committee (M&P)

Halloran: Marine Resources Committee (MRC), City of Langley Council Meetings and Joint Parks Committee

OLD BUSINESS – Review of Emergency Declarations

Resolution No. 20-01 Declaration of Local Emergency and Delegation of Authority – COVID-19

NEW BUSINESS

Resolution No. 21-04 Declaration of Support for the Construction of a Public Aquatic Wellness Center on South Whidbey Island

ADJOURNMENT

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Regular Meeting

June 8, 2021

Held via Zoom Meeting Service

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

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

MEETING CALL TO ORDER: Following a Workshop from 11:45 a.m. to 12:00 p.m. for informal Commission review and discussion of vouchers and recent correspondence, the Regular Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Tuesday, June 8, 2021, via Zoom Meeting Service. Commissioner Curt Gordon (President) called the Regular Meeting to order at Noon, 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.

Approval of Minutes: Minutes from the Regular Meeting of May 11, 2021.

ACTION: A Motion was made by Commissioner Jack Ng and seconded by Commissioner Ed Halloran to approve the Consent Agenda as presented, including the authorization and acceptance of Vouchers dated June 2021 as signed today in the amount of \$78,300.55. The Motion passed unanimously.

PUBLIC COMMENT: None.

EXECUTIVE DIRECTOR REPORT

Financial Update and April 2021 Financial Statement: The Commission acknowledged receipt of the April 2021 Financial Statement which was distributed to them previously. Executive Director Stan Reeves reported the Port received \$324,000 in operating, tax, and capital revenue and incurred \$79,000 in operating and capital expenses during April 2021. Ending cash balance at 4/30/21 was \$1,633,000 consisting of \$694,000 in the Bond Fund and \$939,000 in the General Fund. The Preliminary Profit and Loss shows the **South Whidbey Harbor** did really well in May; it is on track to have the best year on record. Revenues are still lagging behind at the **Fairgrounds** as well as the **Humphrey Road Parking Lot**.

Gordon asked if the Port plans to change the camping restrictions when the State's moratorium on evictions is lifted on June 30th. Reeves said he and Fairgrounds Director Bryon Midkiff will discuss it, but he doesn't think so. Before COVID, stays were limited to 14 days and the Port just shortened it to 10 days in response to the moratorium.

Clinton Dock/Surface Transportation Block Grant (STBG) – Washington State Department of Transportation (WSDOT): The Port is waiting for feedback from the WSDOT Local Programs Office on the corrections made to the obligation packet and for the changes to the Surface Transportation Improvement Program (STIP) to be updated by WSDOT. Once approved, the funding package will be ready for Gordon and Reeves to re-sign the obligation documents and resubmit the package to WSDOT Headquarters for review, signature and final approval. Reeves said the only thing that is holding it up is that the changes submitted by the Island Regional Transportation Planning Organization (IRTPO) back in April (changing the dollar amount in the STIP) missed the approval window for May by one day. The approval window for June

is sometime next week and at that point the changes to the systems should be official. The Local Programs Office is waiting for that official recognition that the money is there and has been approved.

Congressional Earmark Requests (Clinton Dock, Clinton Crosswalk, Coffman Kitchen): Earlier in the day, U.S. Representative Rick Larsen's office notified the Port that the Clinton Dock project made it to the first hoop in Congress and is being reviewed by the Transportation Infrastructure Committee. Gordon and Reeves met with Patty Rubstello, the new head of Washington State Ferries (WSF) and John Vezina, WSF Director of Government Relations. They discussed reconstruction of the Clinton Dock and the issue with the beach there from the stormwater outfall under the terminal. WSF seems very supportive of rebuilding the dock. They are in the process of trying to get electrification and add overhead passenger loading to the Clinton terminal. The Port's long-term lease with WSF for the Clinton fishing pier and tidelands around that dock is up in 2025, and they will start discussing renewal terms and possibilities for a passenger-only ferry and electrification for it.

Reeves also needs to meet with the WSF Terminal Managers for Clinton and Mukilteo to start working on a plan to solve the problem with outfall at Clinton Beach. Documentation from GeoEngineers (the engineers working on the Port's Shoreline Maintenance Permit) indicates the driftwood rack line at the beach has moved seaward 30 feet since 2014. He has a conference call with GeoEngineers tomorrow to discuss all the documents they have prepared so far (JARPA application, SEPA checklist, and the programmatic review of all the tidal flows). They will talk about the problem at the Clinton Beach and how it might be fixed, but also the similar problems at the Mutiny Bay and Maxwellton boat ramps which are maintained by the County. GeoEngineers worked with the County on those particular issues, and Reeves wants to find out what they have learned and how the Port can help and possibly be involved with that process.

Although 4 years still remain on the lease with WSF, Gordon noted that the Port needs to renew it as soon as possible. Unless a lease is in place for at least ten years after project completion, the Port cannot acquire grants for the Clinton Dock.

[**AGENDA REORDERED**] Per Gordon's request, the Commission agreed to reorder the agenda and move the item under New Business to this point in the meeting.

Resolution No. 21-04 Declaration of Support for the Construction of a Public Aquatic Wellness Center on South Whidbey Island: Reeves read the Resolution aloud.

ACTION: A Motion was made by Ng and seconded by Halloran to Approve Resolution No. 21-04 as presented. The Motion passed unanimously.

Gordon thanked South Whidbey Parks & Recreation District (SWPRD) Commissioner Matt Simms for providing the economic information as requested and extended his hope that the project goes forward. Simms thanked the Port and provided an update. SWPRD hosted State Senator Ron Muzzall and State Representative Greg Gilday at the site and both expressed their support. State Representative Dave Paul has said he nominally supports it; he will visit the site on June 30th. Island County Commissioners Melanie Bacon, Jill Johnson and Janet St. Clair are all on board. Johnson is also trying to help obtain stimulus funds that haven't been earmarked yet for the project. The SWPRD hopes to have it as a line item in the state capital budget for 2022.

STATUS REPORTS

Fairgrounds

Fairgrounds Director Report: Bryon Midkiff was on hand to provide his monthly report. Per the earlier discussion, Midkiff noted that the Fairgrounds had shortened the regulation of maximum stay from 14 days to 10 days due to the eviction moratorium on stays beyond 14 days. This helped with getting campers to depart by the deadline. Prior to October 2020, he claimed there were 8-10 regular campers paying roughly \$7,000 total per month that we're no longer seeing. Midkiff said that's a huge part of the deficit. Looking at prior years' financial statements, he said current revenue is slightly below but not too far off the mark.

Without going back to having long term campers stay long term, he said they'll have to be creative in how to attract tourists. long term campers, they'll have to be creative and come up with a plan. Gordon noted that the Port has spent and plans to spend a lot more money on the campground/RV park because it has the potential to be a moneymaker in the future. There is no other RV park on the south end of Whidbey since the state park closed. Gordon agreed on the need to be creative and wants Port Staff to come up with a plan. He said, "It's time to get those revenues up, so figure it out." The Port has tax revenue that goes directly to pay the salaries and the overhead of the Fairgrounds, but the idea is the property will make money from rent and campground fees that can be used for the Port in general and for improvements at the Fairgrounds. He said it's fine to engage a consultant to market it, but there should be some kind of plan and not just "wait and see." Reeves said he and Midkiff will work on a plan to implement right after the Whidbey Island Fair finishes.

South Whidbey Harbor

Harbormaster Report: Reeves provided the monthly report on behalf of Patrick Boin who was working at the Harbor and unable to attend the meeting. A boater who had exceeded his stay in violation of the Harbor's regulation and refused to leave finally vacated the Harbor yesterday. Reeves is drafting a letter to the boater formally giving notice that he will not be allowed to return to Port properties. The Langley Police cited him with Theft of Services for his unpaid overnight moorage fees. The Island County Sheriff's Office had also cited him for Theft of Services for his unpaid moorage fees at the Port of Coupeville prior to his stay at the Harbor. Boin is getting prepared for a very busy summer season with lots of yacht clubs visiting and working with the Hat Island Ferry on scheduling day stops.

Port Operations

Maintenance & Operations Supervisor Report: Pat Kisch presented his monthly report on maintenance & repairs completed/ongoing/planned at Clinton Beach, Humphrey Road Parking Lot, Bush Point, Possession Beach Waterfront Park and the Whidbey Island Fairgrounds & Events Center. When Kisch saw a County maintenance crew working near **Bush Pt**, he pointed out a drainage issue and a noxious weed infestation. The crew subsequently replaced the section of missing culvert, rebuilt the slope around the drainpipe and treated the area of noxious weeds. Replacement windows for the house at **Possession Beach** have been ordered; delivery expected in 4-6 weeks. The window framing needs to be redone, but companies are so busy that Kisch hasn't been able to find anyone to do that work. So, he and Possession Caretaker Jim Conover will likely do the work themselves. While at **Clinton Beach**, Reeves noticed there were 3 large logs from a log boom that were branded "DT" for Dunlap Towing. Kisch contacted them and they might come and retrieve those logs. If they do, Kisch hopes once those 3 large logs are gone some of the small pieces of driftwood/debris will move away. The upper section of the ADA mats were placed on June 1st.

ACTIVITIES/INVOLVEMENT REPORTS

Ng: Council of Governments (COG), ILIO (Island Local Integrating Organization), Economic Development Council (EDC), Washington Public Ports Association (WPPA) and Port Promotion & Marketing Committee (P&M)

COG: Only made it for the last 10 minutes. Langley Mayor Tim Callison is resigning as COG Chair; Coupeville Mayor Molly Hughes will take his place.

ILIO: The group discussed conversion of forest land and forest management.

WPPA: No meeting held.

P&M: No meeting held.

EDC: Ng asked EDC Executive Director Sharon Sappington to provide the report. Last week, she attended a 4-hour workshop put on by Washington Tourism Alliance (WTA). There is a larger, statewide destination development program that will be implemented this year that is looking at a regional approach to tourism development. Sappington said the four hours went by quickly and it was very engaging. Island County will be in the same region as San Juan County - the "Islands Region." There is a need for a regional marketing plan. Sappington applied for and was awarded a Disaster Response Relief grant from the Washington State Department of Commerce for Associate Development Organizations (ADOs) that have stepped up and responded during the pandemic. The grant is to help ADOs recoup some of their losses and provide resources to strengthen their entities going forward. The EDC is still determining which programs will be implemented

with the funding and will announce when those have been determined. The EDC will hold its Annual Meeting on June 24th featuring guest speaker Dr. Lisa Brown, Director of the Washington Department of Commerce. Washington State Representative Dave Paul will be introducing Brown and moderating the Q&A session. Paul is also the Vice President of the EDC representing Skagit Valley Community College where he is the Community Relations Director. The annual meeting is virtual, open to the public, and no cost. Registration is required. Ng said he will not be able to attend, and Gordon wasn't sure that he would be able to in his stead but he will register for it.

ILIO (continued): Gordon noted that it's important that a Port Commissioner is part of the committee to represent the other type of waterfront activities like marinas and businesses like Nichols Brothers Boat Builders.

Halloran: Marine Resources Committee (MRC), City of Langley Council Meetings and Joint Parks Committee

MRC: The Northwest Straits Foundation provides grants to the MRC that fund things like outreach and restoration projects at Hoypus Point and Cornet Bay. The recently conducted Needs Assessment Study provides the MRC with a list for the next 3-5 years. A group of volunteers is working on Non-Anchor Zone Updates to try and save eelgrass, which is a key indicator of marine health. The group is working to create unique buoys that are not anchored in eelgrass.

Langley: Did not attend.

Joint Parks Committee: No meeting held.

Gordon: Island Regional Transportation Planning Organization (IRTPO) and Clinton Community Council (CCC)

IRTPO: The meeting included presentation of the IRTPO Data Book that includes travel patterns and traffic flows of where and how visitors and commuters go when they come to/from Whidbey. There has been a shift with more people from the South Sound bypassing the I-5 corridor and making ferry reservations to come across from Port Townsend to Coupeville (formerly Keystone). Learning where people are going and why will help identify how to accommodate their travel (passenger only ferry or a transit service, etc.). There was a resolution to try and reduce the carbon footprint in Island County and make every effort for electric vehicles.

CCC: Did not attend the meeting, but joined volunteers in the clean up effort of Dan Porter Park last month. Washington State Ferries had passenger overhead loading at Clinton planned for 2025-2027, but now that they are working on electrification at the terminal it's been moved up and might occur as soon as late 2022.

OLD BUSINESS – Review of Emergency Declaration

Resolution No. 20-01 Declaration of Local Emergency and Delegation of Authority – COVID-19: The Commission agreed no action needed at this time.

NEW BUSINESS: Ng met with Port of Everett Executive Director Lisa Lefebber and discussed Mukilteo parking issues. The Port of Everett owns the new fishing pier next to the new terminal in Mukilteo. Behind that pier is the big parking lot that belongs to the state and the public cannot park there. The Port of Everett Commissioners are not happy that they have a beautiful fishing pier but nowhere for people to park near it. Lefebber said there might be a possibility to do a land swap with the State, and potentially work with the Port of South Whidbey for overnight parking stalls. Ng also noted that the Port of Everett just took over the NOAA building.

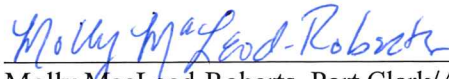
ADJOURNMENT: Without any further action, the Meeting was adjourned at 1:24 p.m.

Approved:

Minutes prepared and submitted by:



Commissioner Curt Gordon, Clinton



Molly MacLeod-Roberts, Port Clerk/Accountant



Commissioner Jack Ng, Freeland



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 303, Freeland WA 98249.

 *Commissioners Curt Gordon, Jack Ng and Ed Halloran approved the foregoing Minutes during the regular meeting of July 13, 2021, which was held online via Zoom Meeting.*