

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

Held at Port Conference Room, 1804 Scott Rd, Freeland, WA  
With virtual access via Zoom meeting service  
Friday, September 29, 2023 at 3:00 p.m.

**AGENDA**

Join Zoom Meeting

<https://us02web.zoom.us/j/85148157518>

Meeting ID: 851 4815 7518

One tap mobile

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SPECIAL MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE (3:00 p.m.)

**Comprehensive Scheme of Harbor Improvements**

**2024 Budget**

**South Whidbey Harbor Underground Power**

**Langley Zoning for Fairgrounds**

**Proposal to Change from Detailed Minutes to Action Minutes**

ADJOURNMENT (Approximately 5:00 p.m.)

**PORT DISTRICT OF SOUTH WHIDBEY ISLAND**

Minutes of the Special Meeting

September 29, 2023

Held in Freeland, Washington  
and online via Zoom Meeting Service

**Commissioners Present:** Curt Gordon (Clinton) and Greg Easton (Langley) **Absent:** Jack Ng (Freeland)

**Port Staff Present:** Angi Mozer (Executive Director), Molly MacLeod-Roberts (Port Clerk/Accountant) and 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 Friday, September 29, 2023, in person at the Port Conference Room at 1804 Scott Road in Freeland, Washington and online via Zoom Meeting Service. As announced, the primary purpose of the Special Meeting was for the Commission to address the items on the Agenda. Although the Meeting was of course open to the public, it was scheduled primarily for Commission consideration, discussion and action on those specific issues and public participation was not on the Agenda.

Commissioner Curt Gordon (Vice President) called the Special Meeting to order at 3:00 p.m., followed by the Pledge of Allegiance.

**COMMISSIONER DISCUSSION/ACTION**

**Comprehensive Scheme of Harbor Improvements:** Julie Bassuk from Makers Architecture & Urban Design, LLP had previously provided a first draft of the Comp Scheme and was on hand to answer questions and collect feedback from the Commissioners. Gordon wanted more focus on the dynamic shift in demographics, with the biggest group of South Whidbey's population aged 65-85 years. It should expand on the need for workforce housing and transportation alternatives. Commissioner Greg Easton added it should highlight the changes and the economic context.

**2024 Budget:** Mozer presented the 2024 Preliminary Draft Budget and a Capital Budget Impact Summary. The estimated ending cash in the General and the Bond Fund was \$674,726, with \$374,000 in the General Fund and \$300,000 in the Bond Fund. Gordon wants to have at least \$475,000 ending cash in the General Fund.

**South Whidbey Harbor Underground Power:** Regarding the new home being built at the end of Wharf St., Puget Sound Energy (PSE) plans to build a new power pole on the neighbor's property (adjacent to the Port's property) and run it underground from there, so there is no need for an easement from the Port. However, the other Wharf St. residents would like to underground the power all the way from Sunrise Lane, within the City's right of way along Wharf Street, to service all the residences and Port properties. Mozer views it as a good opportunity for the Port to underground the power along the waterfront. It's worth considering as there is a potential for neighbors to participate financially. The first step is to submit an Application of Power to PSE. As a municipality, the Port needs to have an engineer create 30% CAD drawings and that starts with a survey. Davido Consulting Group estimates it will cost \$10K-\$12K for the survey, utility location and the 30% design. From there, PSE would give a cost estimate to complete the design and do the work. Gordon said the Port would need to take the lead, and a full title report is needed to resolve other property issues there. Easton was concerned the benefits don't equate to the costs. He agreed to meet with the neighbors to discuss it and come back with a recommendation.

**Langley Zoning for Fairgrounds:** The City has hired its previous Planner to work on rezoning the Fairgrounds specifically and only for workforce housing. Any other zoning request changes will be done separately. The Port has submitted the application, and to complete it the Port must also provide: a list of

names and addresses of property owners within 500 ft of the subject property, a Resolution in support of the application, and Commission approved concepts. Mozer previously provided an outline of the next steps once the application is complete.

**Proposal to Change from Detailed Minutes to Action Minutes:** Port Clerk/Accountant Molly MacLeod-Roberts recently completed the Jurassic Parliament Webinar “Meeting Minutes and Role of the Clerk” and submitted a summary and recommendation to change to action minutes. Mozer recommended approval of the change.

**ACTION: A Motion was made by Easton and seconded by Gordon to approve the change from detailed minutes to action minutes. The Motion passed unanimously.**

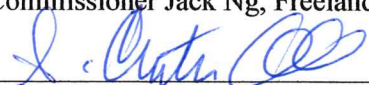
ADJOURNMENT: Without any further action, the Meeting was adjourned at 4:40 p.m.

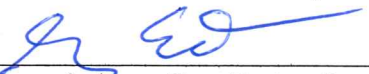
Approved:

Minutes prepared and submitted by:

\_\_\_\_\_  
Commissioner Jack Ng, Freeland

  
\_\_\_\_\_  
Molly MacLeod-Roberts, Port Clerk/Accountant

  
\_\_\_\_\_  
Commissioner Curt Gordon, Clinton

  
\_\_\_\_\_  
Commissioner Greg Easton, 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.