

**PORT DISTRICT OF SOUTH WHIDBEY ISLAND**

**STATEMENT OF RECEIPTS AND DISBURSEMENTS  
ARISING FROM CASH TRANSACTIONS**

June 2024

July 31, 2024



1804 Scott Road, Suite 303 o P.O. Box 872  
Freeland, WA 98249

Phone: 360-331-5494 Fax: 360-331-5414  
www.portofsouthwhidbey.com

Board of Commissioners  
Port of South Whidbey Island  
1804 Scott Rd., Suite 303  
P.O. Box 872  
Freeland, WA 98249

Port staff has compiled the accompanying Statements of Receipts and Disbursements versus Budget arising from Cash Transactions of the General Fund and the Bond Fund, all funds combined, of the Port District of South Whidbey Island as of June 30, 2024, and the accompanying supplementary information, statements of receipts and disbursements for the General Fund and Bond Fund, LTGO Bonds, Administrative and Capital, Bush Point, Clinton Beach, Whidbey Island Fairgrounds & Events Center, Humphrey Road Parking Lot, Possession Beach Waterfront Park and South Whidbey Harbor in accordance with methods prescribed by the State Auditor under the authority of Chapter 43.09 RCW. The Port District uses the Budgeting, Accounting, and Reporting System for Unclassified Port Districts in the State of Washington.

The financial statements have been prepared on the basis of accounting prescribed by the State Auditor, which is a comprehensive basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplementary schedules, information which is the representation of the Board of Commissioners. A certified public accountant has not audited or reviewed the accompanying financial statements.

The accompanying annual and expected budget of the Port District of South Whidbey Island for the year ending December 31, 2024, has not been compiled or examined by a certified public accountant.

Angi Mozer  
Executive Director  
Port District of South Whidbey Island

July 31, 2024

**Port of South Whidbey  
Summary  
Statement of Revenue Collected and Expenses Paid vs. Budget  
For the Year to Date Period Ending June 30, 2024**

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Fairgrounds Revenue	121,200	7,487	42,685	(78,515)
Harbor Revenue	236,640	21,247	77,737	(158,903)
Humphrey Road Revenue	46,000	5,881	22,282	(23,718)
Interest Income	9,000	894	3,304	(5,697)
Miscellaneous Income	1,000	283	418	(582)
Possession Park Revenue	16,870	0	(2,480)	(19,350)
Property Tax Income	895,000	5,148	489,521	(405,479)
Timber, L/H, Comp Tax Income	3,000	0	423	(2,577)
<b>Total Income</b>	<u>1,328,710</u>	<u>40,940</u>	<u>633,891</u>	<u>(694,819)</u>
<b>Gross Income</b>	1,328,710	40,940	633,891	(694,819)
<b>Expense</b>				
Administration	627,860	38,955	238,121	(389,739)
Bush Point Operations	15,400	119	3,191	(12,209)
Clinton Beach Operations	6,650	265	5,449	(1,201)
Fairgrounds Operations	237,040	15,999	91,735	(145,305)
Humphrey Rd Parking Lot Ops	10,900	767	5,124	(5,776)
Possession Beach Park Ops	41,750	1,135	130,665	88,915
South Whidbey Harbor Ops	252,460	20,501	105,107	(147,353)
<b>Total Expense</b>	<u>1,192,060</u>	<u>77,742</u>	<u>579,391</u>	<u>(612,669)</u>
<b>Net Ordinary Income</b>	136,650	(36,802)	54,500	(82,150)
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>Capital Revenue</b>				
Bond Interest	7,200	1,202	6,507	(693)
Clean Vessel Program Grant	750	0	77	(673)
<b>Fairgrounds</b>				
IC Grant 1 - Workforce Housing	150,000	0	15,244	(134,757)
IC Grant 2 - Workforce Housing	350,000	0	0	(350,000)
RCEDF Grant - Fairgrounds	305,000	0	0	(305,000)
USDA Grant - Fairgrounds	0	0	0	0
WSDA Grant - Fairgrounds	0	0	0	0
<b>Total Fairgrounds</b>	<u>805,000</u>	<u>0</u>	<u>15,244</u>	<u>(789,757)</u>
RCO Clinton Local Parks Grant	70,000	0	0	(70,000)
STBG Clinton Dock	30,000	0	28,392	(1,608)
<b>Total Capital Revenue</b>	<u>912,950</u>	<u>1,202</u>	<u>50,220</u>	<u>(862,730)</u>
<b>Total Other Income</b>	912,950	1,202	50,220	(862,730)

**Port of South Whidbey  
Summary  
Statement of Revenue Collected and Expenses Paid vs. Budget  
For the Year to Date Period Ending June 30, 2024**

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Other Expense</b>				
<b>Capital Expenditures</b>				
2012 LTGO Bond	61,125	7,913	7,913	(53,213)
2016 LTGO Bond	15,919	0	15,551	(368)
2018A LTGO Bond	21,045	7,873	7,873	(13,173)
2018B LTGO Bond (Taxable)	29,432	9,566	9,566	(19,866)
Clean Vessel Grant Exp	1,000	0	0	(1,000)
Clinton Dock-Passenger Ferry	100,000	0	33,196	(66,804)
Fairgrounds - Cap Improvements	510,000	12,665	37,634	(472,366)
Fairgrounds - Workforce Housing	500,000	836	8,403	(491,597)
Port Tractor - FG/SWH	0	0	0	0
RCO Clinton Local Parks Exp	70,000	0	0	(70,000)
SWH Capital Improvements	20,000	0	0	(20,000)
SWH Electrical Inspection	5,000	0	0	(5,000)
<b>Total Capital Expenditures</b>	<u>1,333,521</u>	<u>38,852</u>	<u>120,135</u>	<u>(1,213,386)</u>
<b>Total Other Expense</b>	<u>1,333,521</u>	<u>38,852</u>	<u>120,135</u>	<u>(1,213,386)</u>
<b>Net Other Income</b>	<u>(420,571)</u>	<u>(37,650)</u>	<u>(69,915)</u>	<u>350,656</u>
<b>Net Income</b>	<u><u>(283,921)</u></u>	<u><u>(74,452)</u></u>	<u><u>(15,415)</u></u>	<u><u>268,506</u></u>

**Port of South Whidbey**  
**Administrative and Capital**  
**Statement of Revenue Collected and Expenses Paid vs. Budget**  
For the Year to Date Period Ending June 30, 2024

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Interest Income	9,000	894	3,304	(5,697)
Miscellaneous Income	1,000	283	418	(582)
Property Tax Income	895,000	5,148	489,521	(405,479)
Timber, L/H, Comp Tax Income	3,000	0	423	(2,577)
<b>Total Income</b>	<u>908,000</u>	<u>6,325</u>	<u>493,666</u>	<u>(414,334)</u>
<b>Gross Income</b>	908,000	6,325	493,666	(414,334)
<b>Expense</b>				
<b>Administration</b>				
Admin/Accounting Wages	37,500	3,095	18,451	(19,049)
Administrative Payroll Taxes	21,000	1,914	11,223	(9,777)
Audit	10,000	0	2,050	(7,950)
Bank Fees (Returned Checks)	200	0	40	(160)
Commissioners' Salaries	10,260	1,080	6,480	(3,780)
Compensation Reserve	22,000	0	0	(22,000)
Comprehensive Scheme	0	0	2,201	2,201
Consultant Services	15,000	0	1,530	(13,471)
County Service Fees	100	0	0	(100)
Dues & Memberships	3,000	151	2,170	(830)
Economic Analysis Study	0	0	5,720	5,720
Election Costs	11,000	0	7,542	(3,458)
Employee Fringe Benefits	27,000	2,250	13,500	(13,500)
Employee IRA Matching	8,000	719	3,971	(4,029)
Executive Director Salary	88,500	7,375	44,250	(44,250)
FMLA & LTC Payroll Taxes	2,000	0	2,566	566
Insurance (Port-wide)	115,500	0	0	(115,500)
Labor & Industries Taxes	22,000	0	9,421	(12,579)
Legal Fees	4,000	806	1,846	(2,154)
Legal Notices/Classified Ads	2,000	0	60	(1,940)
Maint & Ops Supervisor Wages	62,600	6,539	35,262	(27,338)
Marketing - General	4,500	0	0	(4,500)
Meetings & Education incl WPPA	6,000	0	695	(5,305)
Misc Expenses & Taxes	3,000	11	1,486	(1,514)
Ofc. Equip Lease, Purch, Repair	4,000	3,737	4,769	769
Office & Facilities Supplies	3,000	0	1,098	(1,902)
Office Telephone & Staff Mobile	7,100	689	3,946	(3,154)
Payroll Taxes - Commissioners	2,000	218	966	(1,034)
Per Diem - Commissioners				
Per Diem - Easton	4,500	966	2,510	(1,990)
Per Diem - Gordon	4,500	161	2,184	(2,316)
Per Diem - Ng	4,500	644	1,449	(3,051)
<b>Total Per Diem - Commissioners</b>	<u>13,500</u>	<u>1,771</u>	<u>6,143</u>	<u>(7,357)</u>

**Port of South Whidbey**  
**Administrative and Capital**  
**Statement of Revenue Collected and Expenses Paid vs. Budget**  
For the Year to Date Period Ending June 30, 2024

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
Permitting - Ongoing	0	0	0	0
Port Clerk/Accountant Wages	65,000	5,682	34,748	(30,252)
Port Office Rental	26,400	0	8,800	(17,600)
Port Vehicles' Expense	6,500	422	1,785	(4,715)
Promotional Hosting	1,000	0	68	(932)
Publications & Subscriptions	200	0	174	(26)
Tourism Devel Grants/Subsidies	0	0	0	0
Travel Exp - Commissioners				
Travel Expense - Easton	1,500	875	910	(590)
Travel Expense - Gordon	1,500	0	844	(656)
Travel Expense - Ng	1,500	1,150	1,351	(149)
<b>Total Travel Exp - Commissioners</b>	<b>4,500</b>	<b>2,024</b>	<b>3,105</b>	<b>(1,395)</b>
Travel Expense - Staff	4,500	415	1,562	(2,938)
Website Design & Maintenance	15,000	55	494	(14,506)
<b>Total Administration</b>	<b>627,860</b>	<b>38,955</b>	<b>238,121</b>	<b>(389,739)</b>
<b>Total Expense</b>	<b>627,860</b>	<b>38,955</b>	<b>238,121</b>	<b>(389,739)</b>
Net Ordinary Income	280,140	(32,631)	255,545	(24,595)
Other Income/Expense				
Other Income				
Capital Revenue				
Clean Vessel Program Grant	750	0	77	(673)
Fairgrounds				
IC Grant 1 - Workforce Housing	150,000	0	15,244	(134,757)
IC Grant 2 - Workforce Housing	350,000	0	0	(350,000)
RCEDF Grant - Fairgrounds	305,000	0	0	(305,000)
USDA Grant - Fairgrounds	0	0	0	0
WSDA Grant - Fairgrounds	0	0	0	0
<b>Total Fairgrounds</b>	<b>805,000</b>	<b>0</b>	<b>15,244</b>	<b>(789,757)</b>
RCO Clinton Local Parks Grant	70,000	0	0	(70,000)
STBG Clinton Dock	30,000	0	28,392	(1,608)
<b>Total Capital Revenue</b>	<b>905,750</b>	<b>0</b>	<b>43,713</b>	<b>(862,037)</b>
<b>Total Other Income</b>	<b>905,750</b>	<b>0</b>	<b>43,713</b>	<b>(862,037)</b>
Other Expense				
Capital Expenditures				
Clinton Dock-Passenger Ferry	100,000	0	33,196	(66,804)
Fairgrounds - Cap Improvements	510,000	12,665	37,634	(472,366)
Fairgrounds - Workforce Housing	500,000	836	8,403	(491,597)
<b>Total Capital Expenditures</b>	<b>1,110,000</b>	<b>13,501</b>	<b>79,233</b>	<b>(1,030,767)</b>
<b>Total Other Expense</b>	<b>1,110,000</b>	<b>13,501</b>	<b>79,233</b>	<b>(1,030,767)</b>
<b>Net Other Income</b>	<b>(204,250)</b>	<b>(13,501)</b>	<b>(35,520)</b>	<b>168,730</b>
<b>Net Income</b>	<b>75,890</b>	<b>(46,132)</b>	<b>220,025</b>	<b>144,135</b>

**Port of South Whidbey**  
**LTGO Bonds**  
**Statement of Revenue Collected and Expenses Paid vs. Budget**  
For the Year to Date Period Ending June 30, 2024

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>Capital Revenue</b>				
<b>Bond Interest</b>				
2018A Bond Interest Income	3,600	601	3,254	(346)
2018B Bond Interest Income	3,600	601	3,253	(347)
<b>Total Bond Interest</b>	<u>7,200</u>	<u>1,202</u>	<u>6,507</u>	<u>(693)</u>
<b>Total Capital Revenue</b>	<u>7,200</u>	<u>1,202</u>	<u>6,507</u>	<u>(693)</u>
<b>Total Other Income</b>	7,200	1,202	6,507	(693)
<b>Other Expense</b>				
<b>Capital Expenditures</b>				
<b>2012 LTGO Bond</b>				
2012 LTGO Bond Fees	300	0	0	(300)
2012 LTGO Bond Interest	15,825	7,913	7,913	(7,913)
2012 LTGO Bond Principal	45,000	0	0	(45,000)
<b>Total 2012 LTGO Bond</b>	<u>61,125</u>	<u>7,913</u>	<u>7,913</u>	<u>(53,213)</u>
<b>2016 LTGO Bond</b>				
2016 LTGO Bond Fees	0	0	0	0
2016 LTGO Bond Interest	919	0	551	(368)
2016 LTGO Bond Principal	15,000	0	15,000	0
<b>Total 2016 LTGO Bond</b>	<u>15,919</u>	<u>0</u>	<u>15,551</u>	<u>(368)</u>
<b>2018A LTGO Bond</b>				
2018A LTGO Bond Fees	300	0	0	(300)
2018A LTGO Bond Interest	15,745	7,873	7,873	(7,873)
2018A LTGO Bond Principal	5,000	0	0	(5,000)
<b>Total 2018A LTGO Bond</b>	<u>21,045</u>	<u>7,873</u>	<u>7,873</u>	<u>(13,173)</u>
<b>2018B LTGO Bond (Taxable)</b>				
2018B LTGO Bond Fees	300	0	0	(300)
2018B LTGO Bond Interest	19,132	9,566	9,566	(9,566)
2018B LTGO Bond Principal	10,000	0	0	(10,000)
<b>Total 2018B LTGO Bond (Taxable)</b>	<u>29,432</u>	<u>9,566</u>	<u>9,566</u>	<u>(19,866)</u>
<b>Total Capital Expenditures</b>	<u>127,521</u>	<u>25,351</u>	<u>40,903</u>	<u>(86,619)</u>
<b>Total Other Expense</b>	<u>127,521</u>	<u>25,351</u>	<u>40,903</u>	<u>(86,619)</u>
<b>Net Other Income</b>	<u>(120,321)</u>	<u>(24,149)</u>	<u>(34,396)</u>	<u>85,926</u>
<b>Net Income</b>	<u><u>(120,321)</u></u>	<u><u>(24,149)</u></u>	<u><u>(34,396)</u></u>	<u><u>85,926</u></u>

**Port of South Whidbey  
Bush Point  
Statement of Revenue Collected and Expenses Paid vs. Budget  
For the Year to Date Period Ending June 30, 2024**

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Ordinary Income/Expense</b>				
<b>Expense</b>				
<b>Bush Point Operations</b>				
Dock & Ramp - Bush Pt	2,000	0	0	(2,000)
Electricity - Bush Pt	1,800	72	939	(861)
Equipment - Bush Pt	2,000	0	1,050	(950)
Maint & Repair - Bush Pt	3,000	0	375	(2,625)
Maint Payroll Taxes - Bush	50	0	0	(50)
Maint Wages - Bush Pt	550	0	220	(330)
Materials & Supplies - Bush Pt	1,000	11	387	(613)
Minor Improvements - Bush Pt	3,000	0	0	(3,000)
Refuse Removal - Bush Pt	500	36	220	(280)
Telephone - Bush Pt	500	0	0	(500)
Water System - Bush Pt	1,000	0	0	(1,000)
<b>Total Bush Point Operations</b>	<u>15,400</u>	<u>119</u>	<u>3,191</u>	<u>(12,209)</u>
<b>Total Expense</b>	<u>15,400</u>	<u>119</u>	<u>3,191</u>	<u>(12,209)</u>
<b>Net Ordinary Income</b>	<u>(15,400)</u>	<u>(119)</u>	<u>(3,191)</u>	<u>12,209</u>
<b>Net Income</b>	<u><u>(15,400)</u></u>	<u><u>(119)</u></u>	<u><u>(3,191)</u></u>	<u><u>12,209</u></u>



**Port of South Whidbey**  
**Clinton Beach**  
**Statement of Revenue Collected and Expenses Paid vs. Budget**  
For the Year to Date Period Ending June 30, 2024

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Ordinary Income/Expense</b>				
<b>Expense</b>				
<b>Clinton Beach Operations</b>				
Dock (Maint/Project) - Clinton	1,000	0	0	(1,000)
Electricity - Clinton Beach	700	84	541	(159)
Maint & Repair - Clinton Beach	500	0	3,672	3,172
Maint Wages - Clinton Beach	500	0	0	(500)
Materials & Supplies - Clinton	1,500	53	304	(1,196)
Minor Improvements - Clinton	1,000	0	0	(1,000)
Payroll Taxes - Clinton Beach	50	0	0	(50)
Refuse Removal - Clinton Beach	1,000	128	778	(222)
Water System - Clinton Beach	400	0	154	(246)
<b>Total Clinton Beach Operations</b>	<u>6,650</u>	<u>265</u>	<u>5,449</u>	<u>(1,201)</u>
<b>Total Expense</b>	<u>6,650</u>	<u>265</u>	<u>5,449</u>	<u>(1,201)</u>
<b>Net Ordinary Income</b>	<u>(6,650)</u>	<u>(265)</u>	<u>(5,449)</u>	<u>1,201</u>
<b>Net Income</b>	<u><b>(6,650)</b></u>	<u><b>(265)</b></u>	<u><b>(5,449)</b></u>	<u><b>1,201</b></u>

**Port of South Whidbey**  
**Whidbey Island Fairgrounds**  
**Statement of Revenue Collected and Expenses Paid vs. Budget**  
For the Year to Date Period Ending June 30, 2024

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Fairgrounds Revenue</b>				
Camping Fees - Fairgrounds	30,000	0	0	(30,000)
Dump/Water Fees - Campground	4,000	185	1,030	(2,970)
<b>Fairgrounds Events</b>				
Event Haul In Fees-Fairgrounds	700	182	406	(294)
Event Rentals - Fairgrounds	44,300	5,330	26,473	(17,828)
Fairgrounds Events - Other		(175)	(175)	
<b>Total Fairgrounds Events</b>	<u>45,000</u>	<u>5,337</u>	<u>26,704</u>	<u>(18,297)</u>
Other Fairgrounds Revenue -Misc	0	0	57	57
<b>Taxes - Fairgrounds</b>				
Camping Sales/Lodging Tax	3,000	0	0	(3,000)
L/H Tax Revenue - Fairgrounds	3,000	147	1,166	(1,834)
<b>Total Taxes - Fairgrounds</b>	<u>6,000</u>	<u>147</u>	<u>1,166</u>	<u>(4,834)</u>
Tenant Leases - Fairgrounds	35,000	1,818	13,129	(21,871)
Utilities Reimb - Fair Assoc	1,200	0	600	(600)
<b>Total Fairgrounds Revenue</b>	<u>121,200</u>	<u>7,487</u>	<u>42,685</u>	<u>(78,515)</u>
<b>Total Income</b>	<u>121,200</u>	<u>7,487</u>	<u>42,685</u>	<u>(78,515)</u>
<b>Gross Income</b>	121,200	7,487	42,685	(78,515)
<b>Expense</b>				
<b>Fairgrounds Operations</b>				
Admin Wages - Fair	240	0	0	(240)
Electricity - Fairgrounds	21,000	1,622	12,337	(8,663)
Employee Benefits - Fairgrounds	7,200	600	3,600	(3,600)
Equipment (Purch/Rent/Repair)	5,000	0	5,205	205
Fairgrounds Dir Salary/Wages	59,500	0	19,500	(40,000)
FG Mktg & Events Coord Wages	23,000	3,140	12,506	(10,494)
Maint & Repair - Fairgrounds	8,000	1,309	2,506	(5,494)
Maint Campground Host Wages	20,800	0	0	(20,800)
Maint Laborer Wages - Part Time	20,800	1,775	5,830	(14,970)
Maint Wages - Temp Fair	2,500	0	0	(2,500)
Marketing/Advertising-FG	6,000	0	349	(5,651)
Materials & Supplies - Fair	13,000	1,908	7,396	(5,604)
Minor Improvements - Fair	5,000	0	0	(5,000)
Payroll Taxes - Fairgrounds	8,000	431	3,277	(4,723)
Propane - Fairgrounds	3,000	635	2,293	(707)
Refuse Removal - Fairgrounds	3,000	385	2,341	(659)

**Port of South Whidbey**  
**Whidbey Island Fairgrounds**  
**Statement of Revenue Collected and Expenses Paid vs. Budget**  
For the Year to Date Period Ending June 30, 2024

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Taxes - Fairgrounds</b>				
B & O Tax - Fair	500	57	114	(386)
Leasehold Tax - Fair	3,500	0	1,183	(2,317)
Sales & Lodging Tax	2,000	0	0	(2,000)
<b>Total Taxes - Fairgrounds</b>	<u>6,000</u>	<u>57</u>	<u>1,297</u>	<u>(4,703)</u>
<b>Telephone &amp; DSL - Fairgrounds</b>	5,000	1,330	4,338	(662)
<b>Travel &amp; Other Misc - Fair</b>	2,000	0	446	(1,554)
<b>Vehicle Maintenance - Fair</b>	3,000	75	344	(2,656)
<b>Water &amp; Sewer - Fairgrounds</b>	15,000	2,732	8,169	(6,831)
<b>Total Fairgrounds Operations</b>	<u>237,040</u>	<u>15,999</u>	<u>91,735</u>	<u>(145,305)</u>
<b>Total Expense</b>	<u>237,040</u>	<u>15,999</u>	<u>91,735</u>	<u>(145,305)</u>
<b>Net Ordinary Income</b>	<u>(115,840)</u>	<u>(8,512)</u>	<u>(49,050)</u>	<u>66,790</u>
<b>Net Income</b>	<u><u>(115,840)</u></u>	<u><u>(8,512)</u></u>	<u><u>(49,050)</u></u>	<u><u>66,790</u></u>

**Port of South Whidbey**  
**Humphrey Road Parking Lot**  
**Statement of Revenue Collected and Expenses Paid vs. Budget**  
For the Year to Date Period Ending June 30, 2024

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Humphrey Road Revenue</b>				
Daily Parking Fees-Humphrey Rd	23,000	2,604	11,519	(11,481)
Permit Fees - Humphrey Rd	19,000	2,801	8,888	(10,112)
Sales Tax - Humphrey Rd	4,000	476	1,875	(2,125)
<b>Total Humphrey Road Revenue</b>	<u>46,000</u>	<u>5,881</u>	<u>22,282</u>	<u>(23,718)</u>
<b>Total Income</b>	<u>46,000</u>	<u>5,881</u>	<u>22,282</u>	<u>(23,718)</u>
<b>Gross Income</b>	46,000	5,881	22,282	(23,718)
<b>Expense</b>				
<b>Humphrey Rd Parking Lot Ops</b>				
Attendant Payroll - Humphrey Rd	5,700	520	3,120	(2,580)
General Maint - Humphrey Rd	750	0	19	(731)
Improvements - Humphrey Lot	0	0	0	0
Materials & Supplies - Humph Rd	500	11	40	(460)
Payroll Taxes - Humphrey Rd	450	40	239	(211)
<b>Taxes - Humphrey Rd</b>				
B & O Taxes - Humphrey Rd	100	3	25	(75)
WSST - Parking	3,400	193	1,682	(1,718)
<b>Total Taxes - Humphrey Rd</b>	<u>3,500</u>	<u>196</u>	<u>1,707</u>	<u>(1,793)</u>
<b>Total Humphrey Rd Parking Lot Ops</b>	<u>10,900</u>	<u>767</u>	<u>5,124</u>	<u>(5,776)</u>
<b>Total Expense</b>	<u>10,900</u>	<u>767</u>	<u>5,124</u>	<u>(5,776)</u>
<b>Net Ordinary Income</b>	<u>35,100</u>	<u>5,114</u>	<u>17,158</u>	<u>(17,942)</u>
<b>Net Income</b>	<u><b>35,100</b></u>	<u><b>5,114</b></u>	<u><b>17,158</b></u>	<u><b>(17,942)</b></u>

**Port of South Whidbey**  
**Possession Beach Waterfront Park**  
**Statement of Revenue Collected and Expenses Paid vs. Budget**  
For the Year to Date Period Ending June 30, 2024

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Possession Park Revenue</b>				
Donations - Possession Park	1,000	0	121	(880)
Electricity reimb - Poss Pk	1,200	0	0	(1,200)
Parking Fees - Possession	250	0	0	(250)
Rental of Residence - Poss Pk	14,400	0	(2,600)	(17,000)
Sales Tax - Possession Parking	20	0	0	(20)
<b>Total Possession Park Revenue</b>	<u>16,870</u>	<u>0</u>	<u>(2,480)</u>	<u>(19,350)</u>
<b>Total Income</b>	<u>16,870</u>	<u>0</u>	<u>(2,480)</u>	<u>(19,350)</u>
<b>Gross Income</b>	16,870	0	(2,480)	(19,350)
<b>Expense</b>				
<b>Possession Beach Park Ops</b>				
Dock & Ramp - Possession	0	0	0	0
Electricity - Possession	3,500	167	1,638	(1,862)
Equip (Purchase/Rent/Repair)	2,500	53	320	(2,180)
Maint & Repair - Possession	3,000	276	60,614	57,614
Maint. Wages - Possession	18,000	0	710	(17,290)
Materials & Suppl - Possession	2,500	278	613	(1,887)
Minor Improvements - Poss Pk	6,000	0	64,602	58,602
Payroll Taxes - Possession	1,500	0	7	(1,493)
Refuse Removal - Possession	2,000	112	678	(1,322)
<b>Taxes - Possession</b>				
B &O Taxes - Poss Pk	10	0	0	(10)
WSST - Overnight Parking	40	0	0	(40)
<b>Total Taxes - Possession</b>	<u>50</u>	<u>0</u>	<u>0</u>	<u>(50)</u>
Telephone - Possession	1,200	116	667	(533)
Water System Maint - Poss Pk	1,500	133	815	(685)
<b>Total Possession Beach Park Ops</b>	<u>41,750</u>	<u>1,135</u>	<u>130,665</u>	<u>88,915</u>
<b>Total Expense</b>	<u>41,750</u>	<u>1,135</u>	<u>130,665</u>	<u>88,915</u>
<b>Net Ordinary Income</b>	<u>(24,880)</u>	<u>(1,135)</u>	<u>(133,145)</u>	<u>(108,265)</u>
<b>Net Income</b>	<u><u>(24,880)</u></u>	<u><u>(1,135)</u></u>	<u><u>(133,145)</u></u>	<u><u>(108,265)</u></u>

**Port of South Whidbey**  
**South Whidbey Harbor**  
**Statement of Revenue Collected and Expenses Paid vs. Budget**  
For the Year to Date Period Ending June 30, 2024

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Harbor Revenue</b>				
Annual Moorage	19,800	792	9,982	(9,818)
Commercial Moorage	2,640	420	1,680	(960)
Dinghy	900	440	770	(130)
Ice Sales	1,000	45	60	(940)
Leasehold Tax Revenue - SWH	7,700	192	3,129	(4,571)
Live-aboard fee	0	0	240	240
Monthly Moorage	35,200	0	11,932	(23,268)
Other Harbor Revenue - Misc	0	286	858	858
Showers	1,000	120	501	(499)
SWH Special Events & Donations	100	8	72	(28)
Transient Day Use Moorage	14,300	1,136	3,396	(10,904)
Transient Overnight Moorage	154,000	17,808	45,117	(108,883)
<b>Total Harbor Revenue</b>	<u>236,640</u>	<u>21,247</u>	<u>77,737</u>	<u>(158,903)</u>
<b>Total Income</b>	<u>236,640</u>	<u>21,247</u>	<u>77,737</u>	<u>(158,903)</u>
<b>Gross Income</b>	236,640	21,247	77,737	(158,903)
<b>Expense</b>			0	
<b>South Whidbey Harbor Ops</b>			0	
203 Wharf St Lot Maint Wages	120	0	0	(120)
203 Wharf St Maint/Repair	200	0	0	(200)
Advertising/Promotion - Harbor	3,000	0	364	(2,636)
Asst Harbormaster Wages	41,600	4,057	21,502	(20,098)
DNR Tidelands Lease	12,000	0	0	(12,000)
Dockhand - Part Time	20,800	2,170	9,290	(11,510)
Electricity - Harbor	12,000	789	6,880	(5,120)
Employee Benefits - Harbor	14,400	1,200	7,200	(7,200)
Equip (Purch/Rent/Repair) SWH	1,500	16	71	(1,429)
Golf Cart & Boat-Maint	500	0	110	(390)
Harbormaster Wages	54,000	5,018	27,427	(26,573)
Ice Purchases	600	36	36	(564)
Maint & Repair - Harbor	10,000	866	2,017	(7,983)
Maint & Repair - Phil Simon Pk	500	0	61	(439)
Maint Contracts - Harbor	8,500	1,346	5,555	(2,945)
Maint Wages - Harbor	240	0	0	(240)
Materials & Supplies - Harbor	9,000	436	3,083	(5,917)
Merchant Fees - Harbor	6,000	680	2,140	(3,860)
Minor Improvements - Harbor	1,500	0	0	(1,500)

**Port of South Whidbey  
South Whidbey Harbor  
Statement of Revenue Collected and Expenses Paid vs. Budget  
For the Year to Date Period Ending June 30, 2024**

	<u>Budget</u>	<u>Jun 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
Payroll Taxes - Harbor	10,000	1,053	5,151	(4,849)
Pump-Out Barge M & R	1,000	0	0	(1,000)
Refuse Removal - Harbor	4,000	250	1,519	(2,481)
Seasonal Wages - Harbor	20,000	1,195	1,195	(18,805)
Taxes - Harbor			0	
B & O Tax - Harbor	2,000	335	600	(1,400)
Leasehold Tax - Harbor	7,000	0	5,388	(1,612)
<b>Total Taxes - Harbor</b>	<u>9,000</u>	<u>335</u>	<u>5,988</u>	<u>(3,012)</u>
Telephone & DSL - Harbor	3,000	61	1,660	(1,340)
Water & Sewer - Harbor	9,000	991	3,859	(5,141)
<b>Total South Whidbey Harbor Ops</b>	<u>252,460</u>	<u>20,501</u>	<u>105,107</u>	<u>(147,353)</u>
<b>Total Expense</b>	<u>252,460</u>	<u>20,501</u>	<u>105,107</u>	<u>(147,353)</u>
<b>Net Ordinary Income</b>	<u>(15,820)</u>	<u>747</u>	<u>(27,369)</u>	<u>(11,549)</u>
<b>Net Income</b>	<u><u>(15,820)</u></u>	<u><u>747</u></u>	<u><u>(27,369)</u></u>	<u><u>(11,549)</u></u>

## PORT OF SOUTH WHIDBEY

June 30, 2024

Ending General Fund Cash Balance as of 12/31/23	84,037.16
Ending General Fund Investment Balance as of 12/31/23	397,000.00
Ending Bond Fund Cash Balance as of 12/31/23	998.21
Ending Bond Fund Investment Balance as of 12/31/23	567,202.20
<b>Balance as of 12/31/23</b>	<b><u>1,049,237.57</u></b>
Original Estimated Beginning Cash per 2024 Budget	1,154,140.00
Actual Beginning Cash Balance as of 1/1/24	1,049,237.57
<b>Difference</b>	<b><u>(104,902.43)</u></b>
Original Estimated Ending Cash per 2024 Budget	<b>870,219.00</b>
Ending General Fund Cash Balance as of 6/30/24	23,560.25
Ending General Fund Investment Balance as of 6/30/24	433,000.00
Ending Bond Fund Cash Balance as of 6/30/24	1,203.21
Ending Bond Fund Investment Balance as of 6/30/24	573,504.20
<b>Balance as of 6/30/24</b>	<b><u>1,031,267.66</u></b>
<b>General Fund Cash &amp; Investment Total as of 6/30/24</b>	<b>456,560.25</b>
<b>Bond Fund Cash &amp; Investment Total as of 6/30/24</b>	<b><u>574,707.41</u></b>
	<b><u>1,031,267.66</u></b>



**Port of South Whidbey**  
**Preliminary Profit & Loss**  
 July 2024

	Jul 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Fairgrounds Revenue</b>	
Camping Fees - Fairgrounds	374.50
Dump/Water Fees - Campground	365.00
<b>Fairgrounds Events</b>	
Event Haul In Fees-Fairgrounds	78.00
Event Rentals - Fairgrounds	15,450.00
<b>Total Fairgrounds Events</b>	15,528.00
Other Fairgrounds Revenue -Misc	7.43
Tenant Leases - Fairgrounds	2,298.20
Utilities Reimb - Fair Assoc	100.00
<b>Total Fairgrounds Revenue</b>	18,673.13
<b>Harbor Revenue</b>	
Annual Moorage	462.00
Ice Sales	291.00
Other Harbor Revenue - Misc	286.00
Showers	357.25
<b>SWH Special Events &amp; Donations</b>	
Donation Box - Harbor	60.35
<b>Total SWH Special Events &amp; Donations</b>	60.35
Transient Day Use Moorage	2,484.00
Transient Overnight Moorage	34,576.05
<b>Total Harbor Revenue</b>	38,516.65
<b>Humphrey Road Revenue</b>	
Daily Parking Fees-Humphrey Rd	3,408.16
Permit Fees - Humphrey Rd	2,499.85
<b>Total Humphrey Road Revenue</b>	5,908.01
<b>Miscellaneous Income</b>	107.57
<b>Total Income</b>	63,205.36
<b>Gross Profit</b>	63,205.36
<b>Expense</b>	
<b>Administration</b>	
Admin/Accounting Wages	3,108.03
Commissioners' Salaries	1,080.00
Employee Fringe Benefits	2,250.00
Executive Director Salary	7,375.00
FMLA & LTC Payroll Taxes	1,258.54
Labor & Industries Taxes	5,056.08
Maint & Ops Supervisor Wages	6,440.54
Meetings & Education incl WPPA	1,150.00
Ofc. Equip Lease, Purch, Repair	38.09
Office & Facilities Supplies	453.92
Office Telephone & Staff Mobile	688.97
<b>Per Diem - Commissioners</b>	
Per Diem - Easton	322.00
Per Diem - Gordon	966.00
Per Diem - Ng	161.00
<b>Total Per Diem - Commissioners</b>	1,449.00
Port Clerk/Accountant Wages	5,417.06
Port Office Rental	6,600.00
Port Vehicles' Expense	707.17
Promotional Hosting	55.73

**Port of South Whidbey  
Preliminary Profit & Loss  
July 2024**

	Jul 24
<b>Travel Exp - Commissioners</b>	
Travel Expense - Easton	0.00
Travel Expense - Gordon	33.50
Travel Expense - Ng	0.00
<b>Total Travel Exp - Commissioners</b>	33.50
<b>Travel Expense - Staff</b>	248.11
<b>Website Design &amp; Maintenance</b>	150.00
<b>Total Administration</b>	43,559.74
<b>Bush Point Operations</b>	
Electricity - Bush Pt	70.61
Maint Wages - Bush Pt	60.00
Refuse Removal - Bush Pt	36.18
<b>Total Bush Point Operations</b>	166.79
<b>Clinton Beach Operations</b>	
Electricity - Clinton Beach	84.12
Refuse Removal - Clinton Beach	127.94
Water System - Clinton Beach	192.55
<b>Total Clinton Beach Operations</b>	404.61
<b>Fairgrounds Operations</b>	
Electricity - Fairgrounds	1,660.49
Employee Benefits - Fairgrounds	600.00
Equipment (Purch/Rent/Repair)	391.62
Fairgrounds Dir Salary/Wages	0.00
FG Mktg & Events Coord Wages	1,851.50
Maint & Repair - Fairgrounds	54.13
Maint Laborer Wages - Part Time	1,455.00
Marketing/Advertising-FG	0.00
Materials & Supplies - Fair	239.61
Refuse Removal - Fairgrounds	521.26
<b>Taxes - Fairgrounds</b>	
B & O Tax - Fair	45.72
Leasehold Tax - Fair	634.92
<b>Total Taxes - Fairgrounds</b>	680.64
<b>Telephone &amp; DSL - Fairgrounds</b>	884.65
<b>Vehicle Maintenance - Fair</b>	133.46
<b>Total Fairgrounds Operations</b>	8,472.36
<b>Humphrey Rd Parking Lot Ops</b>	
Attendant Payroll - Humphrey Rd	520.00
General Maint - Humphrey Rd	11.15
<b>Materials &amp; Supplies - Humph Rd</b>	27.19
<b>Taxes - Humphrey Rd</b>	
B & O Taxes - Humphrey Rd	17.59
WSST - Parking	455.43
<b>Total Taxes - Humphrey Rd</b>	473.02
<b>Total Humphrey Rd Parking Lot Ops</b>	1,031.36
<b>Payroll Expenses</b>	4,567.36

**Port of South Whidbey  
 Preliminary Profit & Loss  
 July 2024**

	Jul 24
<b>Possession Beach Park Ops</b>	
Electricity - Possession	159.18
Equip (Purchase/Rent/Repair)	53.32
Maint & Repair - Possession	470.88
Materials & Suppl - Possession	85.95
Refuse Removal - Possession	111.70
Telephone - Possession	116.39
Water System Maint - Poss Pk	132.67
	1,130.09
<b>Total Possession Beach Park Ops</b>	
<b>South Whidbey Harbor Ops</b>	
Asst Harbormaster Wages	3,857.25
DNR Tidelands Lease	11,055.74
Dockhand - Part Time	1,660.00
Electricity - Harbor	686.04
Employee Benefits - Harbor	1,200.00
Equip (Purch/Rent/Repair) SWH	2,177.10
Golf Cart & Boat-Maint	35.18
Harbor Receipts Discrepancy	-0.05
Harbormaster Wages	4,898.79
Maint & Repair - Harbor	100.00
Maint Contracts - Harbor	666.84
Materials & Supplies - Harbor	631.51
Refuse Removal - Harbor	306.91
Seasonal Wages - Harbor	1,525.38
Taxes - Harbor	
B & O Tax - Harbor	374.78
Leasehold Tax - Harbor	890.39
	1,265.17
<b>Total Taxes - Harbor</b>	
Telephone & DSL - Harbor	268.58
	30,334.44
<b>Total South Whidbey Harbor Ops</b>	
<b>Total Expense</b>	89,666.75
<b>Net Ordinary Income</b>	-26,461.39
<b>Other Income/Expense</b>	
<b>Other Expense</b>	
<b>Capital Expenditures</b>	
Clinton Dock-Passenger Ferry	6,516.74
Fairgrounds - Cap Improvements	99,293.40
Fairgrounds - Workforce Housing	444.13
Capital Expenditures - Other	14,114.50
	120,368.77
<b>Total Capital Expenditures</b>	
<b>Total Other Expense</b>	120,368.77
<b>Net Other Income</b>	-120,368.77
<b>Net Income</b>	-146,830.16



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**Contents**

- Financial Reporting – June 2024
- 2025 Budget
- Representative Dave Paul visit
- Fairgrounds Projects
- Fairgrounds Events
- Clinton Dock

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**Financial Reporting – June 2024**

We received approximately \$42k in operating, tax and capital revenue, and incurred approximately \$117k in operating & capital expenses in June 2024. End of month cash balance for June is \$457k in our General Operating Account and \$575k in our Bond Account. The financial statement and associated analyses (revenue and expense charts and cash flow) are attached.

**2025 Budget**

I will begin the process of developing next year’s budget this coming month. If the Commissioners have any general input to next year’s budget, this is a good time to start providing that input.

**Representative Dave Paul visit**

Representative Dave Paul will be visiting the Port on Monday, August 26<sup>th</sup>.

**Fairgrounds Projects**

**Fairgrounds Workforce Housing Concept:** The Port Commissioners will enter discussions with the School District to explore options for the shared property line, and for conducting feasibility for housing on School District property, as discussed at the Special Meeting on July 2. The Port of South Whidbey will be on the agenda for the School Board meeting on September 11<sup>th</sup>.

**Campground:** The engineer has provided near-final design drawings for the campground electrical and water pedestal upgrades. We hope to be able to go to bid within the next month. I plan to request an engineer’s estimate for the work in the coming days.

**Midway Food Booths:** Construction of framing and walls inside the food booths were complete in time for Fair- we are very grateful to Eagle Builders for working so diligently with us to accomplish this project.

**Drainage:** Our engineering firm sampled the soils at several areas around the Fairgrounds and the result was consistent sandy soil. From that information, they will develop a plan that will help manage the stormwater runoff around the property.

**Upcoming projects at the Fairgrounds:**

- Infrared/radiant heat in the Pole Building
- Window treatments on the Pole Building windows
- Flooring in the Pole Building to help with insulation
- Flooring in the Coffman Building to help with acoustics and to improve the space



Fair Association 2024 Agreements

The Fair Association signed their event Agreement just before Fair. We will now shift focus to the commercial (year-round occupancy) lease.

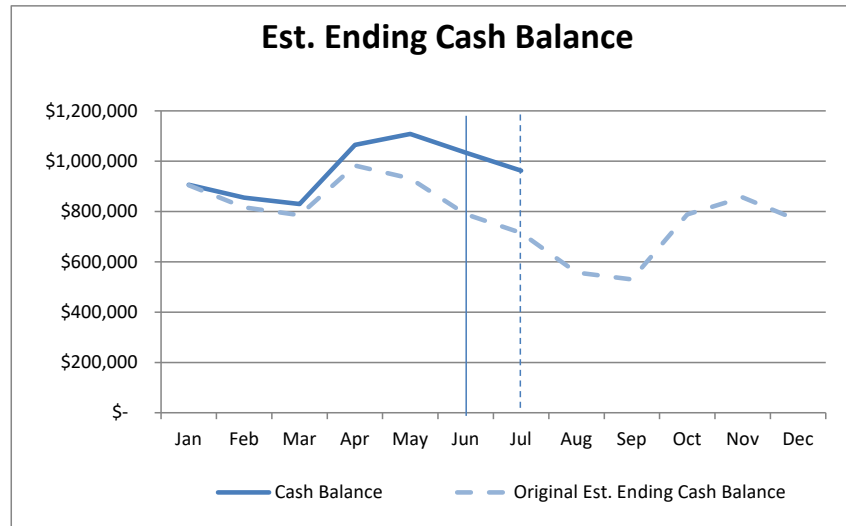
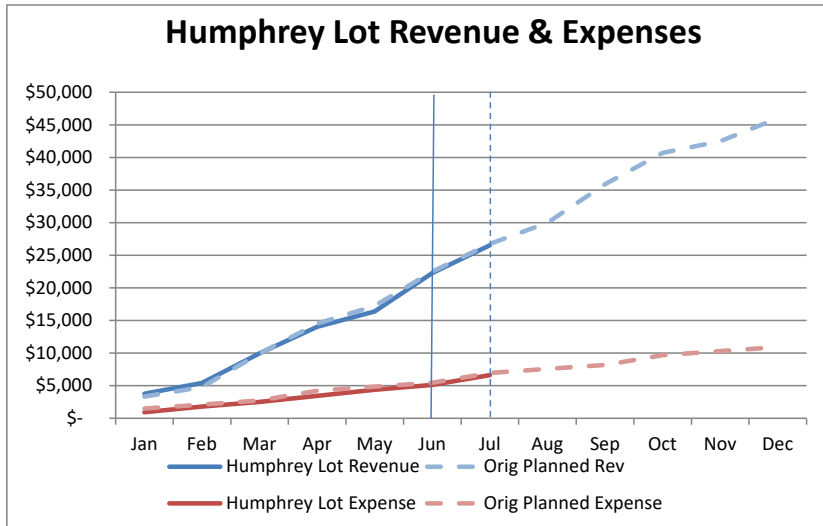
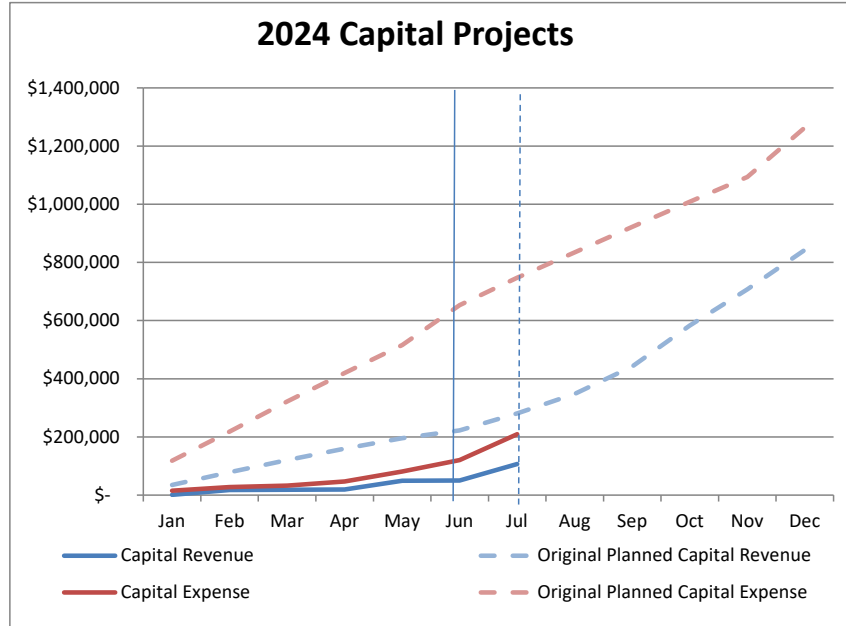
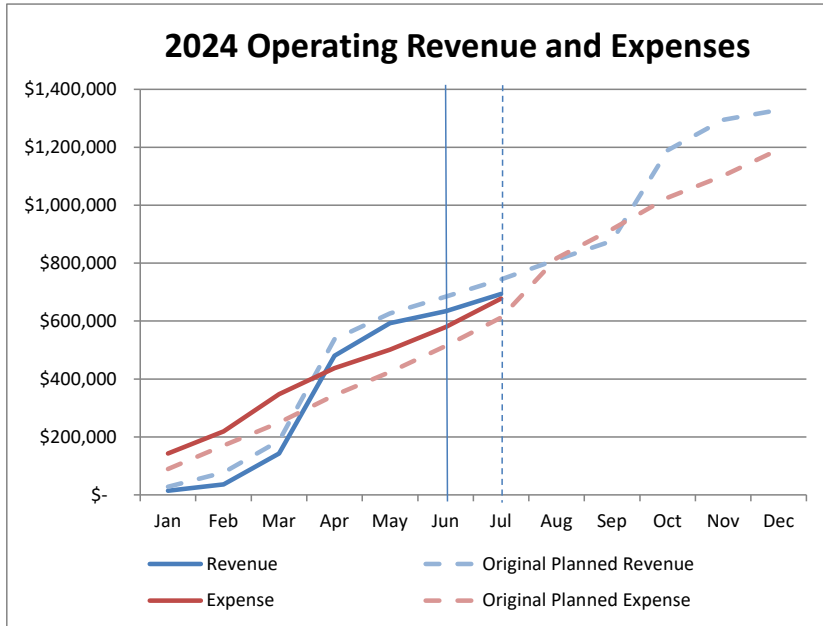
Fairgrounds Events

The Fair event in general was great. The Port and the Fair Association worked in a very collaborative manner to ensure the success of the event. Also during July the Fairgrounds hosted the Blue Heron Canoe Family for a week and hosted the Ragnar relay race finish line (with a checkpoint located at Bush Point). The planned car show was canceled. OMOKSEE is happening as of the writing of this report, which is an equestrian competitive event organized by Whidbey Western Games Association, which includes barrel racing, western jumping and more.

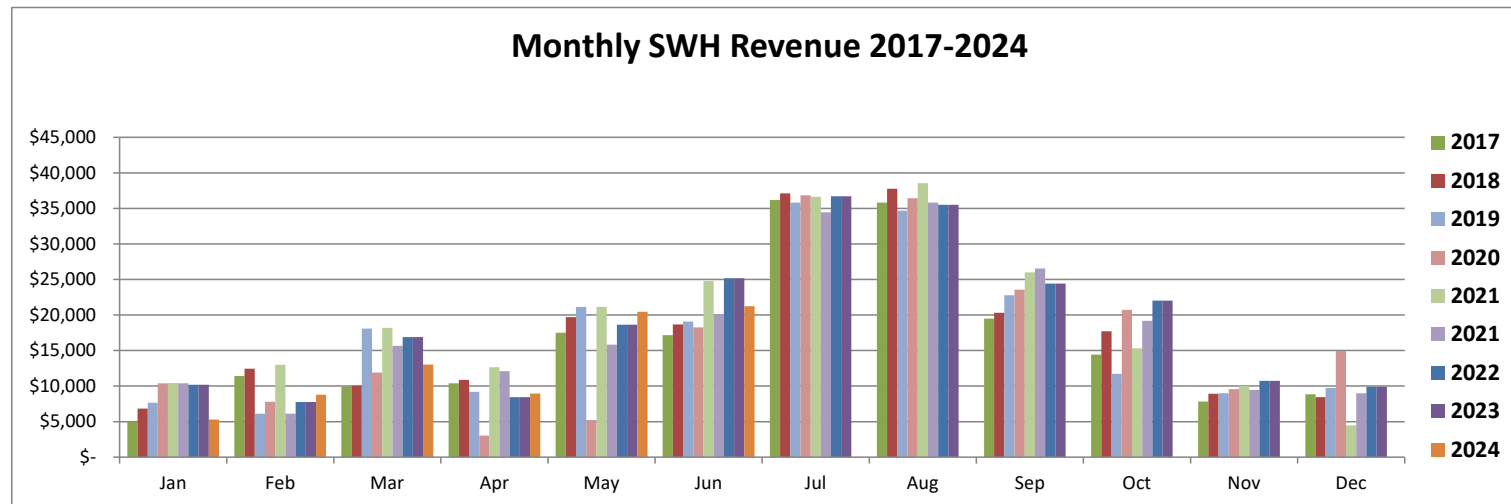
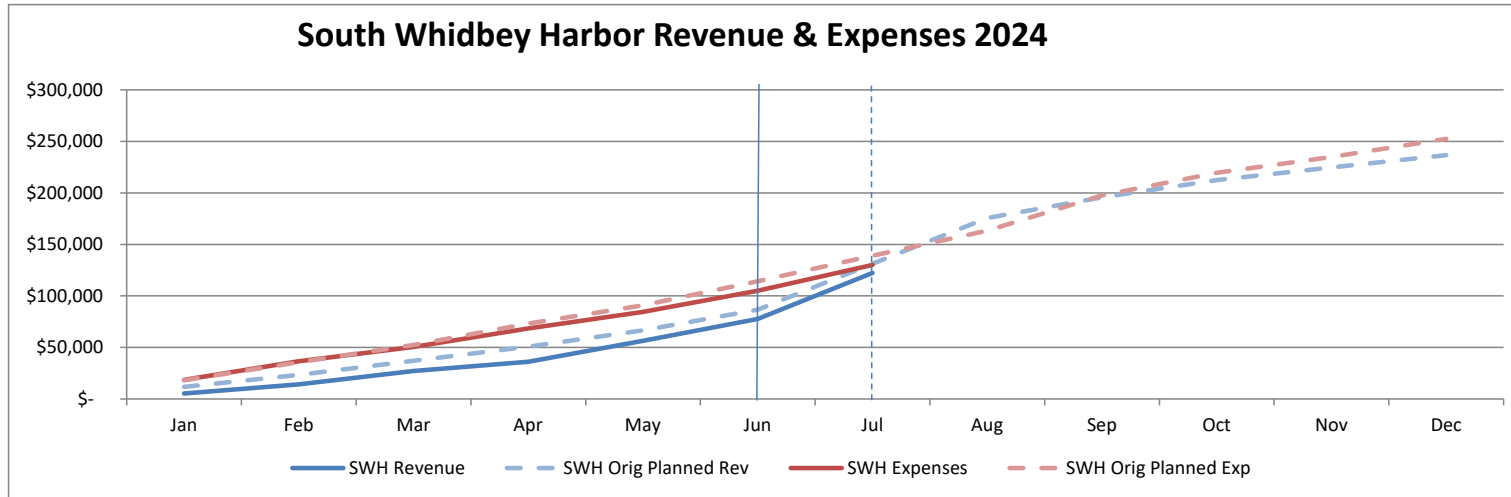
Clinton Dock

Permitting is ongoing, and we are working through the process of separating the dock construction from the in-water work for permitting purposes, so that we can get started on the project. There is good news to report this month: I received a call from Senator Patty Murray that she is pushing forward a funding bill that includes \$1.9 million for the Clinton Passenger Only Ferry Dock construction. With this support, the project will be fully funded. Fingers crossed that the funding bill is approved and signed by the President.

## Port of South Whidbey 2024 Projections

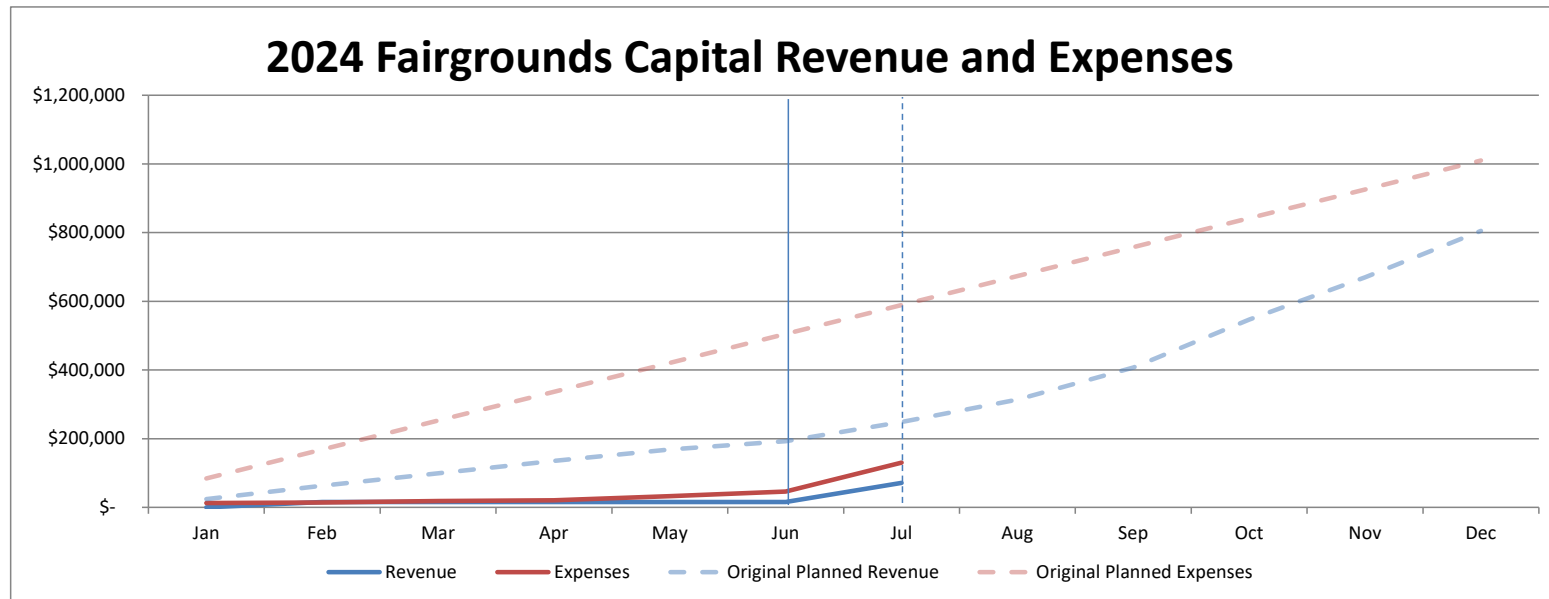
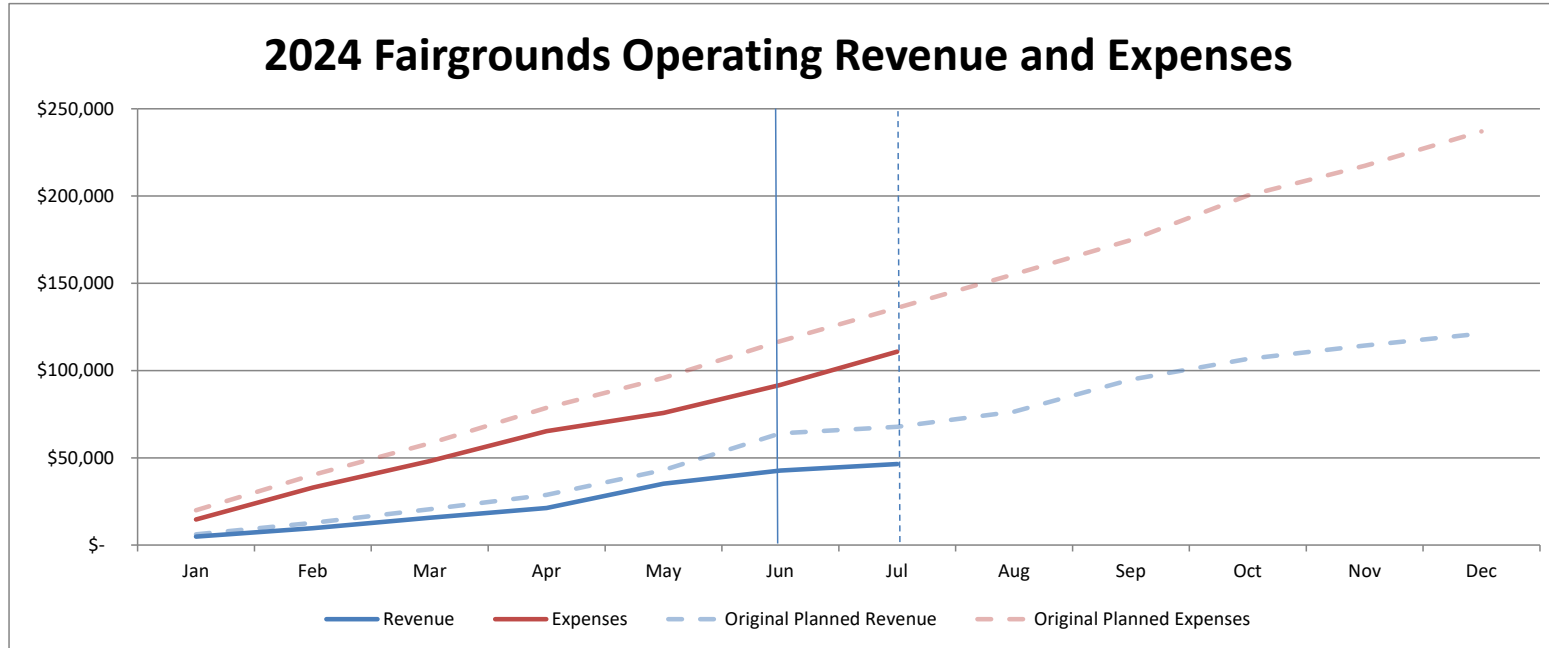


## Port of South Whidbey 2024 Projections



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>2024</b>	\$ 5,308	\$ 8,765	\$ 13,010	\$ 8,959	\$ 20,452	\$ 21,247	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,741
<b>2024 Budget</b>	\$ 11,728	\$ 11,728	\$ 13,698	\$ 13,526	\$ 15,984	\$ 19,932	\$ 44,596	\$ 44,416	\$ 20,145	\$ 16,713	\$ 12,159	\$ 12,015	\$ 236,640
<b>2017</b>	\$ 4,965	\$ 11,424	\$ 9,937	\$ 10,397	\$ 17,502	\$ 17,170	\$ 36,174	\$ 35,825	\$ 19,476	\$ 14,424	\$ 7,818	\$ 8,864	\$ 193,976
<b>2018</b>	\$ 6,817	\$ 12,442	\$ 10,041	\$ 10,856	\$ 19,689	\$ 18,672	\$ 37,121	\$ 37,765	\$ 20,319	\$ 17,713	\$ 8,912	\$ 8,432	\$ 208,779
<b>2019</b>	\$ 7,651	\$ 6,120	\$ 18,081	\$ 9,197	\$ 21,121	\$ 19,065	\$ 35,797	\$ 34,689	\$ 22,769	\$ 11,727	\$ 8,977	\$ 9,725	\$ 204,919
<b>2020</b>	\$ 10,399	\$ 7,803	\$ 11,892	\$ 3,035	\$ 5,233	\$ 18,247	\$ 36,829	\$ 36,443	\$ 23,577	\$ 20,722	\$ 9,584	\$ 14,955	\$ 198,719
<b>2021</b>	\$ 10,427	\$ 13,000	\$ 18,195	\$ 12,665	\$ 21,138	\$ 24,801	\$ 36,632	\$ 38,553	\$ 25,997	\$ 15,327	\$ 10,029	\$ 4,463	\$ 231,227
<b>2022</b>	\$ 10,395	\$ 6,102	\$ 15,655	\$ 12,084	\$ 15,838	\$ 20,120	\$ 34,452	\$ 35,804	\$ 26,525	\$ 19,170	\$ 9,475	\$ 8,979	\$ 214,599
<b>2023</b>	\$ 10,198	\$ 7,771	\$ 16,897	\$ 8,451	\$ 18,626	\$ 25,163	\$ 36,697	\$ 35,503	\$ 24,426	\$ 22,008	\$ 10,720	\$ 9,925	\$ 226,385

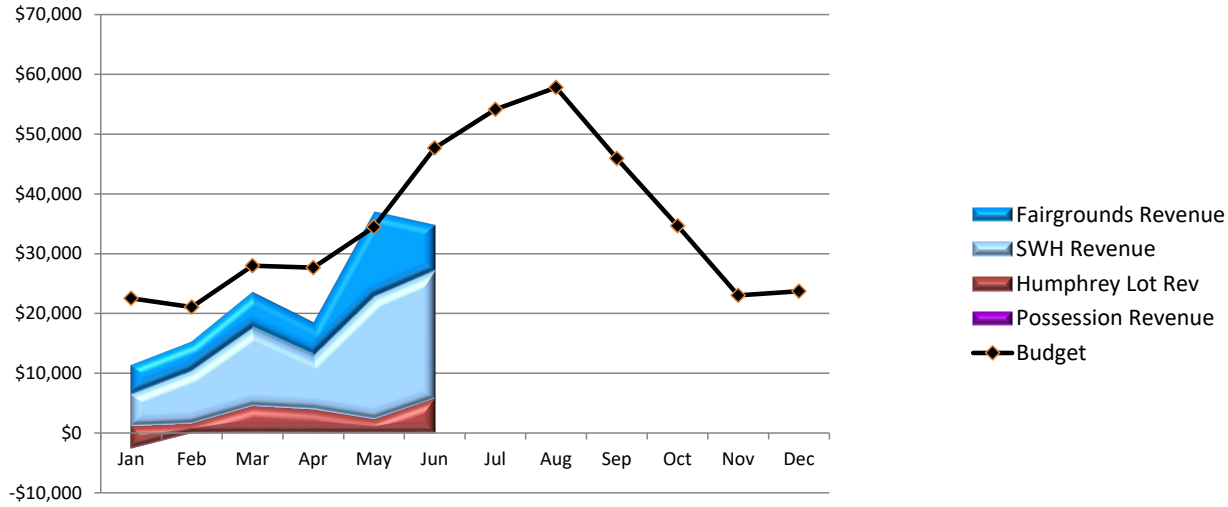
**Port of South Whidbey  
2024 Projections**



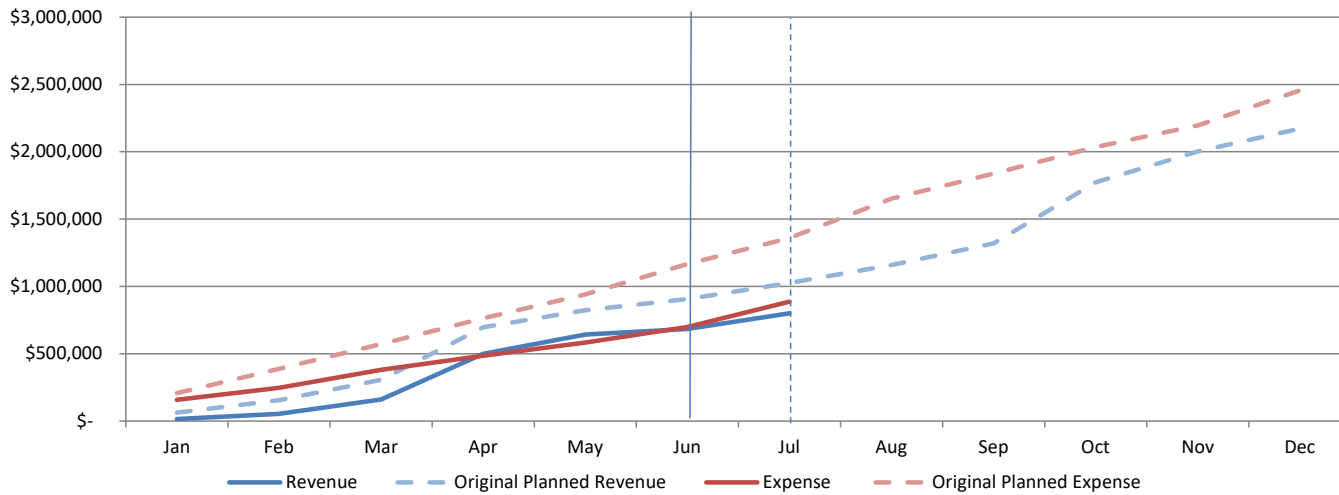


**Port of South Whidbey  
2024 Projections**

### 2024 Operating Revenues

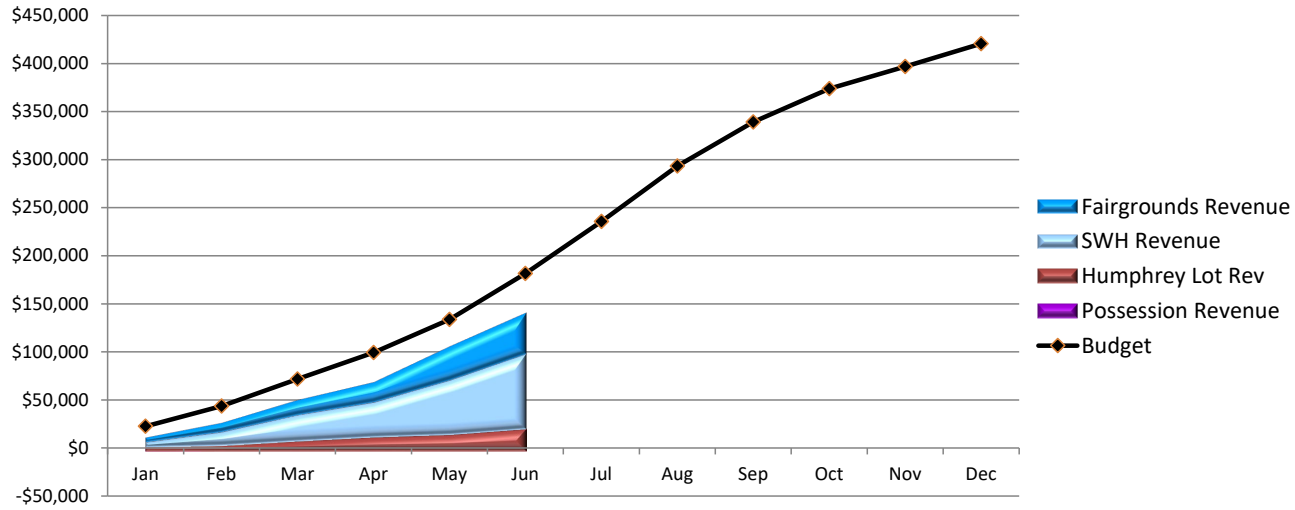


### 2024 Total Revenues vs. Total Expenses

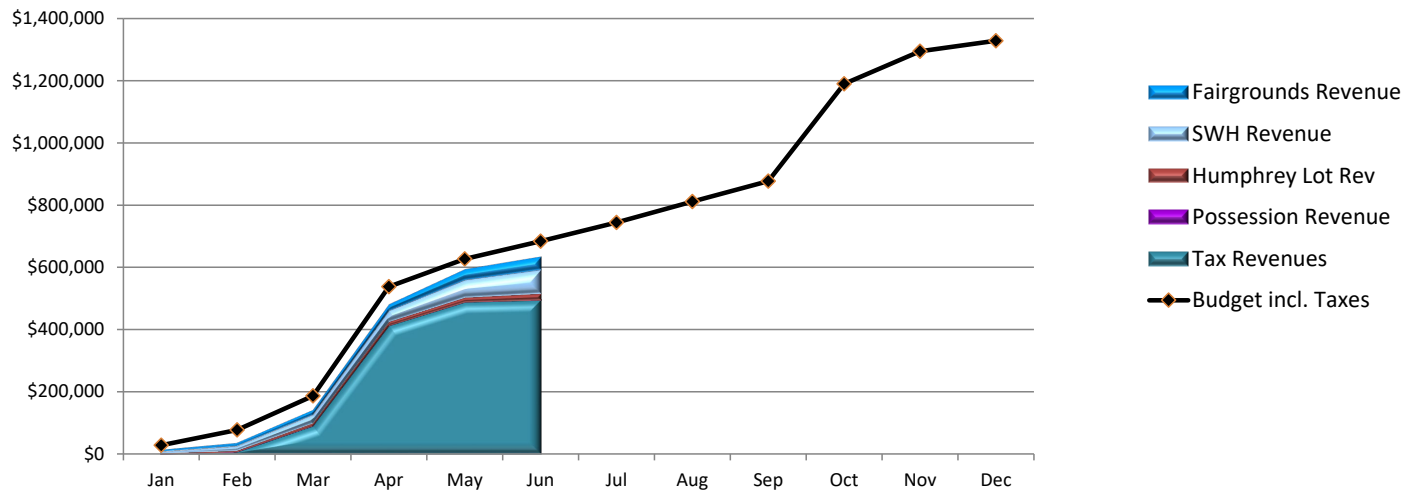


**Port of South Whidbey  
2024 Projections**

**2024 Operating Revenues (Cumulative)**

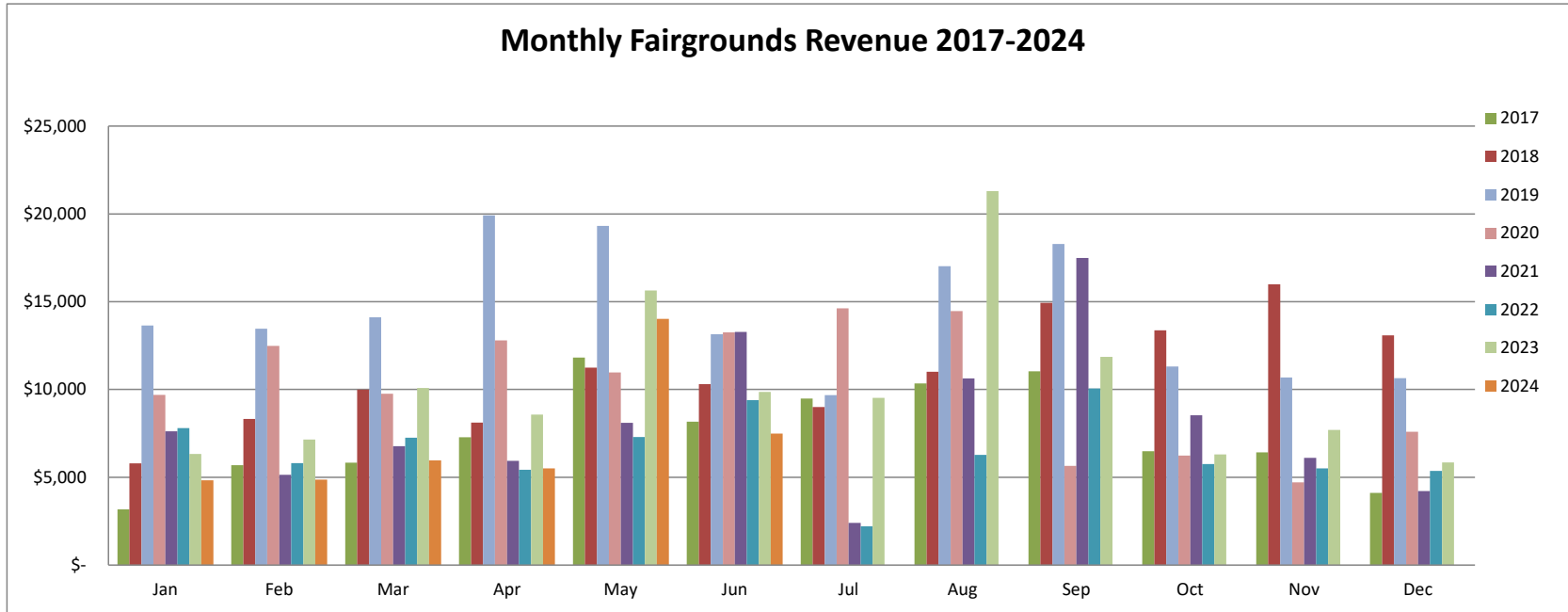


**2024 Revenues incl. Taxes (Cumulative)**



1

**Port of South Whidbey  
2024 Projections**



**Fairgrounds Revenue by Month**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>2024</b>	\$ 4,831	\$ 4,868	\$ 5,963	\$ 5,509	\$ 14,028	\$ 7,487	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,686
<b>2024 budget</b>	\$ 6,140	\$ 6,540	\$ 7,810	\$ 8,190	\$ 14,310	\$ 21,040	\$ 3,740	\$ 8,620	\$ 18,420	\$ 11,800	\$ 7,740	\$ 6,850	\$ 121,200
<b>2017</b>	\$ 3,176	\$ 5,688	\$ 5,834	\$ 7,278	\$ 11,817	\$ 8,168	\$ 9,487	\$ 10,349	\$ 11,029	\$ 6,480	\$ 6,424	\$ 4,111	\$ 89,841
<b>2018</b>	\$ 5,790	\$ 8,320	\$ 9,997	\$ 8,118	\$ 11,245	\$ 10,302	\$ 8,998	\$ 11,006	\$ 14,935	\$ 13,364	\$ 15,996	\$ 13,084	\$ 131,155
<b>2019</b>	\$ 13,646	\$ 13,461	\$ 14,118	\$ 19,921	\$ 19,310	\$ 13,142	\$ 9,685	\$ 17,018	\$ 18,291	\$ 11,306	\$ 10,687	\$ 10,646	\$ 171,231
<b>2020</b>	\$ 9,689	\$ 12,483	\$ 9,762	\$ 12,793	\$ 10,965	\$ 13,250	\$ 14,616	\$ 14,470	\$ 5,645	\$ 6,242	\$ 4,714	\$ 7,593	\$ 122,222
<b>2021</b>	\$ 7,618	\$ 5,141	\$ 6,771	\$ 5,943	\$ 8,105	\$ 13,273	\$ 2,408	\$ 10,636	\$ 17,486	\$ 8,527	\$ 6,112	\$ 4,214	\$ 96,234
<b>2022</b>	\$ 7,806	\$ 5,803	\$ 7,255	\$ 5,427	\$ 7,291	\$ 9,392	\$ 2,202	\$ 6,280	\$ 10,054	\$ 5,749	\$ 5,507	\$ 5,363	\$ 78,129
<b>2023</b>	\$ 6,325	\$ 7,146	\$ 10,083	\$ 8,569	\$ 15,642	\$ 9,857	\$ 9,526	\$ 21,292	\$ 11,863	\$ 6,298	\$ 7,697	\$ 5,852	\$ 120,150

<b>2024 PROJECTIONS</b>		<b>Jan-24</b>	<b>Feb-24</b>	<b>Mar-24</b>	<b>Apr-24</b>	<b>May-24</b>	<b>Jun-24</b>	<b>Jul-24</b>	<b>Aug-24</b>	<b>Sep-24</b>	<b>Oct-24</b>	<b>Nov-24</b>	<b>Dec-24</b>	
<b>Capital Expenditures</b>	<b>Budget</b>	<b>Expenditures</b>											<b>ACTUAL</b>	<b>PROJECTED</b>
Clean Vessel Grant Program	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83	\$ 83	\$ 83	\$ 83	\$ 83	\$ 498
RCO Clinton Local Parks Grant	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Clinton Dock - POF	\$ 100,000	\$ 2,575	\$ 11,163	\$ 45	\$ 12,884	\$ 6,529	\$ -	\$ 5,000	\$ 15,500	\$ 15,500	\$ 13,500	\$ 10,000	\$ -	\$ 92,696
SWH Electrical Inspection	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SWH Capital Improvements	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000
Fairgrounds - Workforce Housing	\$ 500,000	\$ 26	\$ 338	\$ 4,318	\$ 888	\$ 1,996	\$ 836	\$ 41,667	\$ 41,667	\$ 41,667	\$ 41,667	\$ 41,667	\$ 41,667	\$ 258,404
Fairgrounds - Capital Improvements	\$ 510,000	\$ 12,533	\$ 1,361	\$ -	\$ 714	\$ 10,362	\$ 12,665	\$ 42,500	\$ 42,500	\$ 42,500	\$ 42,500	\$ 42,500	\$ 42,500	\$ 292,635
2012 LTGO Bond Fees	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ -	\$ -	\$ 300
2012 LTGO Bond Interest	\$ 15,825	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,913	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,913	\$ 15,826
2012 LTGO Bond Principal	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000
2016 LTGO Bond Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2016 LTGO Bond Interest	\$ 919	\$ -	\$ -	\$ -	\$ -	\$ 551	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 413	\$ 964
2016 LTGO Bond Principal	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
2018A LTGO Bond Fees	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ -	\$ -	\$ 300
2018A LTGO Bond Interest	\$ 15,745	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,873	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,873	\$ 15,746
2018A LTGO Bond Principal	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
2018B LTGO Bond Fees	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ -	\$ -	\$ 300
2018B LTGO Bond Interest	\$ 19,133	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,566	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,566	\$ 19,132
2018B LTGO Bond Principal	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
<b>Total Capital Expenditures</b>	<b>\$ 1,333,521</b>	<b>\$ 15,134</b>	<b>\$ 12,862</b>	<b>\$ 4,363</b>	<b>\$ 14,486</b>	<b>\$ 34,438</b>	<b>\$ 38,853</b>	<b>\$ 89,250</b>	<b>\$ 99,750</b>	<b>\$ 99,750</b>	<b>\$ 123,650</b>	<b>\$ 94,250</b>	<b>\$ 170,015</b>	<b>\$ 796,801</b>
<b>Operating Expenditures</b>														
Sub-total Administration	\$ 627,860	\$ 48,589	\$ 37,492	\$ 32,659	\$ 46,451	\$ 33,983	\$ 38,953	\$ 45,458	\$ 153,458	\$ 39,008	\$ 55,458	\$ 38,198	\$ 37,958	\$ 607,665
Sub-total Bush Point	\$ 15,400	\$ 428	\$ 543	\$ 247	\$ 1,585	\$ 270	\$ 119	\$ 1,021	\$ 2,021	\$ 916	\$ 1,521	\$ 1,886	\$ 1,465	\$ 12,022
Sub-total Clinton	\$ 6,650	\$ 265	\$ 231	\$ 3,988	\$ 284	\$ 418	\$ 265	\$ 579	\$ 507	\$ 1,021	\$ 347	\$ 432	\$ 403	\$ 8,740
Sub-total Fairgrounds	\$ 237,040	\$ 14,651	\$ 18,306	\$ 15,175	\$ 17,160	\$ 10,446	\$ 16,008	\$ 19,082	\$ 19,304	\$ 19,574	\$ 25,457	\$ 17,054	\$ 19,754	\$ 211,971
Sub-total Humphrey Lot	\$ 10,900	\$ 929	\$ 869	\$ 694	\$ 957	\$ 909	\$ 767	\$ 1,493	\$ 618	\$ 618	\$ 1,493	\$ 618	\$ 618	\$ 10,583
Sub-total Possession Point	\$ 41,750	\$ 59,510	\$ 1,129	\$ 61,479	\$ 5,637	\$ 1,765	\$ 1,135	\$ 5,705	\$ 4,510	\$ (70,192)	\$ 3,155	\$ 2,060	\$ 1,686	\$ 77,579
Sub-total South Whidbey Harbor	\$ 252,460	\$ 18,555	\$ 17,980	\$ 14,062	\$ 17,969	\$ 16,041	\$ 20,499	\$ 24,973	\$ 24,248	\$ 34,274	\$ 21,913	\$ 15,423	\$ 17,481	\$ 243,418
<b>Total Operating Expenditures</b>	<b>\$ 1,192,060</b>	<b>\$ 142,927</b>	<b>\$ 76,550</b>	<b>\$ 128,304</b>	<b>\$ 90,043</b>	<b>\$ 63,832</b>	<b>\$ 77,746</b>	<b>\$ 98,311</b>	<b>\$ 204,666</b>	<b>\$ 25,219</b>	<b>\$ 109,344</b>	<b>\$ 75,671</b>	<b>\$ 79,365</b>	<b>\$ 1,171,978</b>
<b>Capital Revenue</b>														
Clean Vessel Program Grant	\$ 750	\$ -	\$ 77	\$ -	\$ -	\$ -	\$ -	\$ 63	\$ 63	\$ 63	\$ 63	\$ 63	\$ 63	\$ 455
IC Grant 1 - FG Workforce Housing	\$ 150,000	\$ -	\$ 15,244	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,244
IC Grant 2 - FG Workforce Housing	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,000	\$ 56,000	\$ 63,000	\$ 63,000	\$ 56,000	\$ 56,000	\$ 350,000
RCO Clinton Local Parks Grant	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STBG Clinton Dock	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 28,392	\$ -	\$ -	\$ -	\$ 17,500	\$ 17,500	\$ 17,500	\$ 17,500	\$ 98,392
2018A Bond Interest Income	\$ 3,600	\$ 479	\$ 456	\$ 489	\$ 560	\$ 668	\$ 601	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 5,053
2018B Bond Interest Income	\$ 3,600	\$ 479	\$ 456	\$ 489	\$ 560	\$ 668	\$ 601	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 5,053
WSDA Fairgrounds Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RCEDF Fairgrounds Grant	\$ 305,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,150	\$ 30,500	\$ 76,250	\$ 67,100	\$ 79,300	\$ 262,300
USDA Fairgrounds Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Capital Revenue</b>	<b>\$ 912,950</b>	<b>\$ 958</b>	<b>\$ 16,233</b>	<b>\$ 978</b>	<b>\$ 1,120</b>	<b>\$ 29,728</b>	<b>\$ 1,202</b>	<b>\$ 56,663</b>	<b>\$ 65,813</b>	<b>\$ 111,663</b>	<b>\$ 157,413</b>	<b>\$ 141,263</b>	<b>\$ 153,463</b>	<b>\$ 736,497</b>
<b>Operating Revenue</b>														
Sub-total - Tax and Interest Revenue	\$ 908,000	\$ 2,940	\$ 6,593	\$ 82,654	\$ 319,728	\$ 75,426	\$ 6,325	\$ 5,535	\$ 10,010	\$ 19,080	\$ 278,630	\$ 81,730	\$ 10,080	\$ 898,731
Sub-total - Fairgrounds Revenue	\$ 121,200	\$ 4,831	\$ 4,868	\$ 5,963	\$ 5,509	\$ 14,028	\$ 7,487	\$ 3,740	\$ 8,620	\$ 18,420	\$ 11,800	\$ 7,740	\$ 6,850	\$ 99,856
Sub-total - Humphrey Road Revenue	\$ 46,000	\$ 3,764	\$ 1,660	\$ 4,560	\$ 4,031	\$ 2,385	\$ 5,881	\$ 4,255	\$ 3,230	\$ 5,900	\$ 4,830	\$ 1,770	\$ 3,520	\$ 45,786
Sub-total - Possession Point Revenue	\$ 16,870	\$ (2,528)	\$ 11	\$ 23	\$ 15	\$ -	\$ -	\$ 1,564	\$ 1,528	\$ 1,464	\$ 1,328	\$ 1,342	\$ 1,349	\$ 6,096
Sub-total - South Whidbey Harbor Revenue	\$ 236,640	\$ 5,308	\$ 8,765	\$ 13,010	\$ 8,959	\$ 20,452	\$ 21,247	\$ 44,596	\$ 44,416	\$ 20,145	\$ 16,713	\$ 12,159	\$ 12,015	\$ 227,785
<b>Total Operating Revenue</b>	<b>\$ 1,328,710</b>	<b>\$ 14,315</b>	<b>\$ 21,897</b>	<b>\$ 106,210</b>	<b>\$ 338,242</b>	<b>\$ 112,291</b>	<b>\$ 40,940</b>	<b>\$ 59,690</b>	<b>\$ 67,804</b>	<b>\$ 65,009</b>	<b>\$ 313,301</b>	<b>\$ 104,741</b>	<b>\$ 33,814</b>	<b>\$ 1,278,254</b>
<b>2024 Beginning</b>														
Bond Fund Balance	\$ 568,200	\$ 569,158	\$ 570,070	\$ 571,048	\$ 572,168	\$ 573,504	\$ 574,706	\$ 575,306	\$ 520,906	\$ 521,506	\$ 522,106	\$ 522,706	\$ 523,306	
General Fund Balance	\$ 481,037	\$ 337,291	\$ 285,097	\$ 258,640	\$ 492,353	\$ 534,766	\$ 459,107	\$ 387,299	\$ 270,900	\$ 322,003	\$ 559,123	\$ 634,606	\$ 571,903	
<b>Total Cash Balance</b>	<b>\$ 1,049,237</b>	<b>\$ 906,449</b>	<b>\$ 855,167</b>	<b>\$ 829,688</b>	<b>\$ 1,064,521</b>	<b>\$ 1,108,270</b>	<b>\$ 1,033,813</b>	<b>\$ 962,605</b>	<b>\$ 791,806</b>	<b>\$ 843,509</b>	<b>\$ 1,081,229</b>	<b>\$ 1,157,312</b>	<b>\$ 1,095,209</b>	
Planned Bond Fund Invoices	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (55,000)	\$ -	\$ -	\$ -	\$ -	

**2025 PROJECTIONS**

		<u>Jan-25</u>	<u>Feb-25</u>	<u>Mar-25</u>	<u>Apr-25</u>	<u>May-25</u>	<u>Jun-25</u>	<u>Jul-25</u>	<u>Aug-25</u>	<u>Sep-25</u>	<u>Oct-25</u>	<u>Nov-25</u>	<u>Dec-25</u>		
<b>Capital Expenditures</b>															
	Budget														
	Clean Vessel Grant Program	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,500	\$ 37,500	\$ 37,500	\$ 37,500	\$ -	\$ 150,000	
	Clinton Dock - POF	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ -	\$ 500,000	
	SWH Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Fairgrounds - Workforce Housing	\$ 400,000	\$ 33,333	\$ 33,333	\$ 33,333	\$ 33,333	\$ 33,333	\$ 33,333	\$ 33,333	\$ 33,333	\$ 33,333	\$ 33,333	\$ 33,333	\$ 400,000	
	Fairgrounds - Capital Improvements	\$ 300,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 300,000	
	2012 LTGO Bond Fees	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ -	\$ -	\$ 300	
	2012 LTGO Bond Interest	\$ 15,825	\$ -	\$ -	\$ -	\$ -	\$ 7,913	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,913	\$ 15,825	
	2012 LTGO Bond Principal	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	
	2016 LTGO Bond Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	2016 LTGO Bond Interest	\$ 919	\$ -	\$ -	\$ -	\$ -	\$ 505	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 413	\$ 919	
	2016 LTGO Bond Principal	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	
	2018A LTGO Bond Fees	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ -	\$ -	\$ 300	
	2018A LTGO Bond Interest	\$ 15,745	\$ -	\$ -	\$ -	\$ -	\$ 7,873	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,873	\$ 15,745	
	2018A LTGO Bond Principal	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	
	2018B LTGO Bond Fees	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300	\$ -	\$ -	\$ 300	
	2018B LTGO Bond Interest	\$ 19,133	\$ -	\$ -	\$ -	\$ -	\$ 9,566	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,566	\$ 19,133	
	2018B LTGO Bond Principal	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	
	<b>Total Capital Expenditures</b>	<b>\$ 1,477,521</b>	<b>\$ 58,333</b>	<b>\$ 58,333</b>	<b>\$ 58,333</b>	<b>\$ 58,333</b>	<b>\$ 58,333</b>	<b>\$ 99,190</b>	<b>\$ 58,333</b>	<b>\$ 220,833</b>	<b>\$ 220,833</b>	<b>\$ 221,733</b>	<b>\$ 220,833</b>	<b>\$ 144,098</b>	<b>\$ 1,477,521</b>
	<b>Total Operating Expenditures</b>	<b>\$ 1,215,260</b>	<b>\$ 145,709</b>	<b>\$ 78,040</b>	<b>\$ 130,801</b>	<b>\$ 91,795</b>	<b>\$ 65,074</b>	<b>\$ 79,259</b>	<b>\$ 100,224</b>	<b>\$ 208,649</b>	<b>\$ 25,710</b>	<b>\$ 111,472</b>	<b>\$ 77,144</b>	<b>\$ 80,910</b>	<b>\$ 1,194,787</b>
<hr/>															
<b>Capital Revenue</b>															
	Clean Vessel Program Grant	\$ 112,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,125	\$ 28,125	\$ 28,125	\$ 28,125	\$ 112,500	
	IC Grant 1 - FG Workforce Housing	\$ 50,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	
	IC Grant 2 - FG Workforce Housing	\$ 350,000	\$ -	\$ -	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 350,000	
	STBG Clinton Dock	\$ 425,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 106,250	\$ 106,250	\$ 106,250	\$ 106,250	\$ 425,000	
	2018A Bond Interest Income	\$ 3,600	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 3,600	
	2018B Bond Interest Income	\$ 3,600	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 3,600	
	<b>Total Capital Revenue</b>	<b>\$ 944,700</b>	<b>\$ 25,600</b>	<b>\$ 25,600</b>	<b>\$ 35,600</b>	<b>\$ 35,600</b>	<b>\$ 35,600</b>	<b>\$ 35,600</b>	<b>\$ 35,600</b>	<b>\$ 35,600</b>	<b>\$ 169,975</b>	<b>\$ 169,975</b>	<b>\$ 169,975</b>	<b>\$ 169,975</b>	<b>\$ 944,700</b>
	<b>Total Operating Revenue</b>	<b>\$ 1,457,500</b>	<b>\$ 15,703</b>	<b>\$ 24,019</b>	<b>\$ 116,505</b>	<b>\$ 371,027</b>	<b>\$ 123,175</b>	<b>\$ 44,908</b>	<b>\$ 65,476</b>	<b>\$ 74,376</b>	<b>\$ 71,310</b>	<b>\$ 343,669</b>	<b>\$ 114,893</b>	<b>\$ 37,092</b>	<b>\$ 1,402,153</b>
<hr/>															
	2025 Beginning														
	Bond Fund Balance	\$ 523,306	\$ 523,906	\$ 474,506	\$ 475,106	\$ 425,706	\$ 426,306	\$ 376,906	\$ 377,506	\$ 328,106	\$ 328,706	\$ 279,306	\$ 279,906	\$ 230,506	
	General Fund Balance	\$ 571,903	\$ 408,564	\$ 371,210	\$ 333,580	\$ 639,479	\$ 674,246	\$ 625,706	\$ 567,624	\$ 297,517	\$ 291,659	\$ 521,498	\$ 507,789	\$ 539,248	
	<b>Total Cash Balance</b>	<b>\$ 1,095,209</b>	<b>\$ 932,470</b>	<b>\$ 845,716</b>	<b>\$ 808,686</b>	<b>\$ 1,065,185</b>	<b>\$ 1,100,552</b>	<b>\$ 1,002,612</b>	<b>\$ 945,130</b>	<b>\$ 625,623</b>	<b>\$ 620,365</b>	<b>\$ 800,804</b>	<b>\$ 787,695</b>	<b>\$ 769,754</b>	
	Planned Bond Fund Invoices		\$ (50,000)		\$ (50,000)		\$ (50,000)		\$ (50,000)		\$ (50,000)		\$ (50,000)		\$ (50,000)



1804 Scott Road, Suite 303 o P.O. Box 872  
Freeland, WA 98249

Phone: 360-331-5494 Fax: 360-331-5414  
[www.portofsouthwhidbey.com](http://www.portofsouthwhidbey.com)

## **Maintenance and Operations**

### **Report – July 2024**

Last two boarding floats are in at Bush Point. Didn't make it for the crab season opening on the first, but they were in on the second. Heavy traffic for Independence Day and the weekend.

Lots of activity preparing for the fair. Multiple things addressed and corrected, including electrical and sewer issues. Having power to our campground corrected was a huge boost! There were a few loose ends in the aftermath of the contracted work on the food booths that took us right up to opening day, but it all worked out.

In my opinion, coordination with the Fair Association was outstanding. We teamed up on several tasks and had mutually beneficial outcomes. Problem solving was fun and creative.

Tom Lindsay was fantastic help. He worked on challenging tasks and made notable improvements to the grounds. His supportive attitude and ability to work independently was a true blessing. He was always focused on safety, and worked to reduce exposure wherever noted.

Pat Kisch  
M&O Supervisor



1804 Scott Road, Suite 303 o P.O. Box 872  
Freeland, WA 98249

Phone: 360-331-5494 Fax: 360-331-5414  
[www.portofsouthwhidbey.com](http://www.portofsouthwhidbey.com)

## July Harbormaster Report

Day Stops: 293  
Overnight: 379  
Clubs: 2

### ***Guest service***

July has been a very busy month. We have been at capacity on the weekends! August is filling up fast. We still have slips for Labor Day weekend. Reservations are highly recommended.

### ***Community***

Crabbing opened July 1<sup>st</sup> through September 2<sup>nd</sup>. Reservations for crabbing on D & E docks are full. There was an additional shrimp day on July 10<sup>th</sup>. On July 6<sup>th</sup> our guests got to experience Langley Lights The Night!

### ***Sea life***

This season we've had 3 successful harbor seal births! Please use caution when entering and exiting the harbor. Also please give our new mamas and babies a respectable amount of space when viewing on the dock, thank you!

### ***Maintenance***

July 6<sup>th</sup> we sprung a leak under the wharf. We had to remove some planks to repair the leak. Daily maintenance continues as time allows.

Kathy Myers  
Harbormaster

## PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

May 13, 2024

Held in Freeland, Washington  
and online via Zoom Meeting Service

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

**Port Staff Present:** Angi Mozer (Executive Director), Molly MacLeod-Roberts (Port Clerk/Accountant), , Pat Kisch (Maintenance & Operations Supervisor), and David Stern (Fairgrounds Marketing & Events Coordinator) **Absent:** Amanda Ellis (Fairgrounds Director) and Kathy Myers (Harbormaster)

**MEETING CALL TO ORDER:** Following a Workshop from 2:45 p.m. to 3:00 p.m. for informal Commission review and discussion of vouchers, the Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Monday, May 13, 2024, in person at the meeting room of the Freeland Library at 5495 Harbor Avenue in Freeland, Washington and online via Zoom Meeting Service. Commissioner Greg Easton (President) called the Special Meeting to order at 3:00 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.

**ACTION: Motion made by Commissioner Jack Ng and seconded by Easton to approve the Consent Agenda as presented, including the authorization and acceptance of Vouchers dated May 2024 as signed today in the amount of \$83,322.06. Motion passed unanimously.**

**May 14, 2024 Regular Meeting Adjournment to the next regular meeting on June 11, 2024:** Commissioner Curt Gordon was out of town, and Commissioners Easton and Ng planned to travel to Stevenson on May 14<sup>th</sup> to attend the Washington Public Ports Association's Spring Meeting.

**ACTION: Motion made by Ng and seconded by Easton to adjourn the May 14<sup>th</sup> Regular Meeting to the next Regular Meeting on June 11, 2024 due to the lack of a quorum. Motion passed unanimously.**

**PUBLIC COMMENT:** None.

### EXECUTIVE DIRECTOR REPORT

**Financial Update and March 2024 Financial Statement:** The Commission acknowledged receipt of the March 2024 Financial Statement, the Preliminary Profit & Loss for April 2024, and the performance graphs which were distributed to them previously. Mozer reported the Port received approximately \$107,000 in operating, tax, and capital revenue and incurred approximately \$132,000 in operating and capital expenses during March 2024. Ending cash balance at 3/31/24 was \$831,000, consisting of \$260,000 in the General Fund and \$571,000 in the Bond Fund.

**Comprehensive Scheme of Harbor Improvements:** The Commission approved the Comp Scheme the previous month which requires a Resolution for adoption, which Mozer prepared for consideration at this meeting.

**ACTION: Motion made by Ng and seconded by Easton to approve Resolution No. 24-01: Adopting the Six Year Comprehensive Scheme of Harbor Improvements 2024-2030 as presented. Motion passed unanimously.**



### **Fairgrounds Capital Projects - Update:**

Workforce Housing Concept: On May 6<sup>th</sup>, the City of Langley voted to allow the Port's zoning application to proceed through the application process.

Pole Building: Working on scheduling for the electrical breaker replacement project.

Campground: Engineer received mapping from the survey. The Port is contracting a small scope of work to do some digging & identify what types of water lines are feeding the campground areas. Once confirmed, engineering and design can be completed.

Midway Food Booths: The scope for filling the foundation voids has been advertised with proposals due May 20<sup>th</sup>. Two contractors attended the pre-bid walkthrough. While the foundation is curing, the Port will develop and advertise a scope of work for adding framing to the back walls of the food booths so the structure will be sound and safe.

Coffman Alcove: Engineer has provided specifications; coordinating with volunteers to do the work within the next month or so.

Fair Association Agreements: The agreements are still between the legal counsels for the Port and the Fair Association.

Fairgrounds Marketing & Events Coordinator David Stern was attending virtually online and provided an update on the property and the events. They are shorthanded on staff but still moving along, preparing for the Whidbey Ren Faire May 25-26. Lots of activity and the camera system is back up and running.

**Clinton Dock:** Permitting is ongoing. The construction phase will cost \$4.6 million, and the Port has secured \$1.7 million in grant funding from the IRTPO (Island Regional Transportation Planning Organization). The IRTPO opened another round of grant funding and Mozer submitted an application. The IRTPO Executive Board will meet on May 22<sup>nd</sup> to award funding.

**Port Contracting Procedures:** Mozer's research indicated that the Port's public works contracting policy more stringent than the RCW (Revised Code of Washington) dictates. She drafted a policy consistent with the requirements and recommended Commission approval.

**ACTION: Motion made by Easton and seconded by Ng to approve the Port Policy for Awarding Public Works Projects and Consulting Services Contracts. Motion passed unanimously.**

**Possession Piling Replacement:** The engineer has signed off on the new piling, indicating that it meets requirements. The engineer also recommended a black HDPE sleeve be installed over the new galvanized steel piling so it will match the other pilings better. Once that is done, Mozer will submit for reimbursement for the project to the Port's insurance company.

### STATUS REPORTS

#### **Fairgrounds**

Fairgrounds Director Amanda Ellis was absent; no report.

#### **Port Operations**

Maintenance & Operations Supervisor Pat Kisch provided his monthly report on maintenance & repairs completed/ongoing/planned at Clinton Beach, Humphrey Road Parking Lot, Bush Point, Possession Beach Waterfront Park and the Fairgrounds. He was late to the meeting due to a vessel running into the gangway at the **Harbor**. Kisch looked at the damage and it looks like it's only conduit and shouldn't be too hard to repair. He contacted Island Beach Access and recommended they NOT install the ADA mats at **Clinton**

**Beach** this season at due to the beach erosion and safety concerns. The remaining floats have been installed at **Possession**, and the new 6<sup>th</sup> piling appears to be placed properly and working fine. He's trying to find the right tide conditions during daylight hours to install the remaining floats at **Bush Pt**. The three-year old, 100-gallon water heater at the **Harbor** is leaking and Kisch has not been able to get a warranty repair. He's not sure what to do next.

**South Whidbey Harbor**

Harbormaster Kathy Myers absent, so Mozer presented the report. In April, the Harbor had 40 day stops, 108 overnight stays, 5 full winter moorage and 3 short-term moorage customers. Great weekend hosting the 1st club of the season; the Harbor was at capacity for vessels over 40' LOA. Assistant Harbormaster Bryan Smith is now certified to conduct forage fish surveys.

**ACTIVITIES/INVOLVEMENT REPORTS**

**Gordon:** Council of Governments (COG), Island Regional Transportation Planning Organization (IRTPO) and Clinton Community Council (CCC)

**COG:** Absent; no report.

**IRTPO:** Absent; no report.

**CCC:** Absent; no report.

**Ng:** Washington Public Ports Association (WPPA) and Port Promotion & Marketing Committee (P&M):

**WPPA:** Ng & Easton will attend the Spring Meeting in Stevenson May 14-16, 2024.

**P&M:** No meeting held.

**Easton:** Marine Resources Committee (MRC) and City of Langley Council Meetings

**MRC:** The group is still working on the hard armoring report/study. The consultant has done a survey of the entire coast of Island County and changes to the amount of hard armoring. They looked at permits issued for hard armoring, and only 10% of the new hard armoring actually had a permit. Many were denied a permit but did the armoring anyway.

**Langley:** On May 6<sup>th</sup>, the City Council allowed the Port's rezoning application to proceed to the next step of the application process.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None

**ADJOURNMENT:** Without any further action, the Meeting was adjourned at 3:47 p.m.

Approved:

Minutes prepared and submitted by:

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

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

\_\_\_\_\_  
Commissioner Greg Easton, Langley

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

**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.

## PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

May 24, 2024

Held in Freeland, Washington  
and online via Zoom Meeting Service

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

**Port Staff Present:** Angi Mozer (Executive Director) and Pat Kisch (Maintenance & Operations Supervisor)

**Absent:** Molly MacLeod-Roberts (Port Clerk/Accountant)

**MEETING CALL TO ORDER:** The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Friday, May 24, 2024, in person at the China City 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 Greg Easton (President) called the Special Meeting to order at 3:00 p.m., followed by the Pledge of Allegiance.

### COMMISSIONER DISCUSSION/ACTION

**Fairgrounds Food Booths/Concession Stands Foundation Work:** Executive Director Angi Mozer had solicited bids to repair the food booths, and Eagle Development Group LLC was the only proposal submitted in response. During the discussion, Commissioner Jack Ng expressed concern about spending a lot of money to repair the booths so they can be used for 4 days of the year when the Port plans on replacing them in the relatively near future. Commissioner Curt Gordon noted that once the booths have been repaired, it's possible that the booths would be available year-round for use at other events. Easton hoped the Port will come up with the replacement plan as soon as possible.

**ACTION: Motion made by Gordon and seconded by Ng to approve Eagle Development Group LLC proposal in the amount of \$38,998.40 for the Food Booths Foundation Repair project. Motion passed unanimously.**

**Fairgrounds Workforce Housing Feasibility Study Update:** Langley has approved City staff to move forward with the Port's application to add housing to the Fairgrounds zoning overlay. Island County approved the Port's request to extend the Feasibility Study funding (\$150,000) through the end of 2025.

Gordon met with South Whidbey School District Superintendent Jo Moccia to discuss the boundary line issue (the food booths are currently on school property) and talk in general about workforce housing. Moccia made it clear that the SWSD is not interested in divesting itself of any property, whether it's for parking or any other purpose. However, she did suggest the District could work with the Port on the food booth area issue. The Port will continue discussions with the School District, including the possibility of long-term leasing, etc.

**Clinton Passenger Only Ferry Dock Funding Update:** The Island Regional Transportation Planning Organization previously awarded funding for preliminary engineering for the project, and \$1.7 million for construction funds. The engineer's estimate for dock construction is \$4.6 million. The IRTPO had another round of funding, and Mozer responded to the call for projects. She reported that the IRTPO Executive Board has approved an additional \$1 million for the Clinton Dock, bringing the total of committed funding to \$2.7 million. In April, Mozer submitted an application to U.S. Senator Patty Murray's office for Congressionally Directed Spending. She subsequently updated Murray's office to reduce the request by \$1 million. If the CDS is awarded it will cover the \$1.9 million shortfall and the project will be fully funded.

ADJOURNMENT: Without any further action, the Meeting was adjourned at 3:39 p.m.

Approved:

Minutes prepared and submitted by:

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Commissioner Jack Ng, Freeland

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Molly MacLeod-Roberts, Port Clerk/Accountant

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Commissioner Greg Easton, Langley

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Commissioner Curt Gordon, Clinton

**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.

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## PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Regular Meeting

June 11, 2024

Held in Freeland, Washington  
and online via Zoom Meeting Service

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

**Port Staff Present:** Angi Mozer (Executive Director), Molly MacLeod-Roberts (Port Clerk/Accountant) and David Stern (Fairgrounds Marketing & Events Coordinator) **Absent:** Amanda Ellis (Fairgrounds Director), Pat Kisch (Maintenance & Operations Supervisor) and Kathy Myers (Harbormaster)

**MEETING CALL TO ORDER:** Following a Workshop from 3:45 p.m. to 4:00 p.m. for informal Commission review and discussion of vouchers and recent correspondence and the Public Hearing on the Comprehensive Scheme, the Regular Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Tuesday, June 11, 2024, in person at the meeting room of the Freeland Library at 5495 Harbor Avenue in Freeland, Washington and online via Zoom Meeting Service. Commissioner Greg Easton (President) called the Regular Meeting to order at 4:00 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.

**Approval of Minutes:** Minutes from the Public Hearing on the Comprehensive Scheme of April 9 and the Regular Meeting of April 9, 2024

**ACTION: Motion made by Commissioner Curt Gordon and seconded by Commissioner Jack Ng to approve the Consent Agenda as presented, including the authorization and acceptance of Vouchers dated June 2024 as signed today in the amount of \$91,5137.06. Motion passed unanimously.**

### PUBLIC COMMENT

**Pete Grimlund of South Whidbey Yacht Club** said Island County still hasn't repaired the dock at Holmes Harbor. He asked if the Port could contact the County and encourage them to fix it as soon as possible. Grimlund also asked if the Port knew the status of the boat ramp at Robinson Beach. He noted the South Whidbey Harbor expansion project hasn't been on the Port's agenda for a while and asked for an update. He'd appreciate it if it was added to the Agenda.

**Mike Gallion** was interested in getting more information about the electrical work on the Fairgrounds Campground, and thanked the Port for working on getting power to the campground during the Fair. He asked for updates on the concession stands repair project.

### EXECUTIVE DIRECTOR REPORT

**Financial Update and April 2024 Financial Statement:** The Commission acknowledged receipt of the April 2024 Financial Statement, the Preliminary Profit & Loss for May 2024, and the performance graphs which were distributed to them previously. Mozer reported the Port received approximately \$339,000 in operating, tax, and capital revenue and incurred approximately \$105,000 in operating and capital expenses during April 2024. Ending cash balance at 4/30/24 was \$1,066,000, consisting of \$494,000 in the General Fund and \$572,000 in the Bond Fund. The State Auditors Office requires all local governments to submit an Annual Report by the end of May. Port Clerk/Accountant Molly MacLeod-Roberts completed and submitted the report early (mid-May).

### **Fairgrounds Capital Projects - Update:**

Workforce Housing Concept: The Langley City Council voted to allow the Port's zoning change application to proceed. The funding agreement with the County for the feasibility study was extended through the end of 2025. Langley's Planning Department will present the draft regulations to the Planning Advisory Board on August 7<sup>th</sup> and to the Council on August 19<sup>th</sup> for review/discussion. Ng and Gordon emphasized that it's a zoning issue being presented; not a project.

Pole Building: Two power panels will be replaced June 17-18; heating options will be considered and installed shortly thereafter. The project cost is approximately \$17,000 and will be completed before Fair.

Campground: Engineer received mapping from the survey and the results of a water line exploration. Should have an initial proposed project plan next week and final bid package by end of June. Construction will start immediately after Fair. Mozer is researching options for providing power to campers during Fair. A generator system would cost \$12,000/week. Easton said suggested the distribution is the problem, maybe the Port could just tap into the existing available electrical power on the rest of the Fairgrounds property and find a means to distribute it to the campground.

Midway Food Booths: Work is underway filling the foundation voids; next phase will be adding framing to the walls so the structure will be sound.

Coffman Alcove: Repairs are being completed by very generous volunteers Bo and James Curgus. The rotting wall has been demolished and new framing and plywood walls installed.

Fair Association Agreements: Progress continues; remaining terms to be finalized are regarding liability and insurance items. Negotiations with full time tenants regarding Fair have been going well.

Fairgrounds Advisory Committee (FAC): At the May meeting, the FAC voted to reinstate their Charter & Bylaws. They updated/revised some of the documents to include the City of Langley and Island County returning to having voting members on the Committee.

Fairgrounds Operations and Events: Summer season of events opened with Whidbey Ren Faire on May 25-26. It was a success with over 8,500 attendees. Fairgrounds staff has also hosted a variety of well-attended music and other community events. Eason asked Fairgrounds Marketing & Events Coordinator David Stern if the Ren Faire was likely to return next year. Stern said it was a stress test for the Fairgrounds, and helpful to identify which lights weren't working, discover how muddy the one area can get with that many visitors, etc. The Port would love to have them return; Staff hopes to meet with the Ren Faire organizers to discuss terms, etc. in the fall.

Gordon tallied up April's utility bills for the Fairgrounds and the total was over \$5,000 without any major events. Mozer explained that although the Port doesn't have exact meter readings for the 2023 Fair event, meter readings have been done in the past. Every year, the Port analyzes the bills and calculations to see if the amount being charged for the Fair is appropriate (not too much or not enough), and it's been in the ballpark of those readings. Going forward, the Port would like to get away from such time-consuming details and do a flat rate that's comparable to other similar groups.

South Whidbey Harbor: Harbor staff provided information to develop a scope for upgrading 2-3 electrical pedestals that will provide better electrical service for a few key moorage slips, and the Port will pursue those upgrades. Mozer, Harbormaster Kathy Myers and Assistant Harbormaster Bryan Smith went on a field trip to the Oak Harbor Marina to get insight of their operations & explore opportunities to improve at the Harbor, which was very informative.

Regarding the Harbor expansion, two or three months ago the Port received BST Associates' extensive economic analysis, in which the recommendation was that the Port should NOT expand the Harbor and instead use the limited resources the Port has to maintain the existing facility. Additionally, the mitigation the Tribes requested was more than the Port had to offer, and permitting agencies will not accept mitigation banking from other projects. The Port is gathering information from the Department of Natural Resources on installing mooring buoys near the Harbor; the estimated cost is \$8,000 per buoy for the whole process.

**County Boat Ramps:** At the Board of Island County Commissioners work session in May, the engineering staff discussed pursuing a raised boat ramp for Mutiny Bay/Robinson Beach with an estimated cost of \$4 million. Mozer explained to the County that although the Port has no money to put toward the project, the Port can assist with finding or applying for grant funding. Gordon noted that not having a boat ramp for emergencies is a public safety issue and the Port can partner with the County to get funding. Mozer will contact the County for an update on the Holmes Harbor boat ramp.

**Clinton Dock:** Permitting is ongoing. Construction phase is estimated at \$4.6 million. Port has secured \$2.7 million from IRTPO (Island Regional Transportation Planning Organization). Senator Patty Murray's office has selected the project as a possibility for \$1.9 million of funding from Congressionally Directed Spending.

**Marketing and Outreach:** Several Port representatives have spent time strategizing on methods to share information on the Port's successes. Ng has been working with local and state officials for funding opportunities, and Mozer has contacted Washington Public Ports Association to learn what resources are available and to tap into their expertise.

#### STATUS REPORTS

##### **Fairgrounds**

Fairgrounds Director Amanda Ellis was absent; no report.

##### **Port Operations**

Maintenance & Operations Supervisor Pat Kisch was absent; Mozer provided his monthly report on maintenance & repairs completed/ongoing/planned at Clinton Beach, Humphrey Road Parking Lot, Bush Point, Possession Beach Waterfront Park and the Fairgrounds. In May, Kisch was busy at the **Fairgrounds** with preparation for Whidbey Ren Faire, and replaced the water heater at the **Harbor**. He is still looking for the right tide and wind conditions to install the remaining floats at **Bush Point**.

##### **South Whidbey Harbor**

Harbormaster Kathy Myers absent; Mozer recapped her report. In May the Harbor had 80 Day Stops, 164 Overnight Stays and 2 Clubs, as well as 2 successful shrimp days. Now accepting requests for the 2024-2025 Winter Moorage season (Oct-Apr).

#### ACTIVITIES/INVOLVEMENT REPORTS

**Gordon:** Council of Governments (COG), Island Regional Transportation Planning Organization (IRTPO) and Clinton Community Council (CCC)

**COG:** Did not attend, no report.

**IRTPO:** Did not attend. Miscellaneous updates: Mozer attended and requested the IRTPO to fill in the \$70K shortfall for the design of the Clinton Dock and the Board agreed. Island Transit's Executive Director was let go. Island County Commissioner Melanie Bacon will be busy as she will act as the H.R. Director for Island Transit, so she asked Gordon to run the next COG meeting. He has scheduled the Executive Director of Kitsap Transit to provide a presentation. Kitsap currently has 4 passenger-only ferries with a 5<sup>th</sup> electric ferry being built.

**CCC:** The CCC is hosting two Candidate Forums: one for the Island County Commissioners and another for local senate and representative candidates.

**Ng:** Washington Public Ports Association (WPPA) and Port Promotion & Marketing Committee (P&M):

**WPPA:** Easton and Ng attended the Spring Meeting in Stevenson. The meetings are always informative and beneficial. There was a presentation from a U.S Dept of Commerce on economic development grants. Ng got his information and will reach out to him.

**P&M:** Stern is doing really well promoting the Fairgrounds using Facebook and live feed. The mayor of Langley has asked the Port to make a presentation to the Council about what the Port has done and what it is doing. Easton agreed to make the presentation and will work with Mozer on preparing it.

**Easton:** Marine Resources Committee (MRC) and City of Langley Council Meetings

**MRC:** The Armoring Study Report was completed. The study indicates that 90% of new hard armoring did NOT have a permit and in some cases it was put in after the owner applied and was denied. The MRC is involved in updating the County's Comp Plan and Easton is working on the subcommittee on economic development.

**Langley:** The City's Bluff Management Study was completed; next step is to work on a plan to stabilize and get cost estimates for the work.

**WPPA Legislative Committee:** Attended a meeting today; he was the only port commissioner – everyone else was staff. They identified tentative issues related to economic development; he will pass the information to Mozer. He brought up the Port's involvement with workforce housing. Easton will represent the Port on the Committee at the monthly meetings.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None

ADJOURNMENT: Without any further action, the Meeting was adjourned at 5:42 p.m.

Approved:

Minutes prepared and submitted by:

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Commissioner Jack Ng, Freeland

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Molly MacLeod-Roberts, Port Clerk/Accountant

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Commissioner Greg Easton, Langley

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Commissioner Curt Gordon, Clinton

**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.



## PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

July 2, 2024

Held in Freeland, Washington  
and online via Zoom Meeting Service

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

**Port Staff Present:** Angi Mozer (Executive Director) and Molly MacLeod-Roberts (Port Clerk/Accountant)

**MEETING CALL TO ORDER:** The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Tuesday, July 2, 2024, in person at the China City 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 Greg Easton (President) called the Special Meeting to order at 2:00 p.m., followed by the Pledge of Allegiance.

### COMMISSIONER DISCUSSION/ACTION

**Fairgrounds Food Booths/Concession Stands Foundation Work:** The Port received slightly modified plans from the engineer which created a change order specifically for the foundation. Eagle Development Group, LLC has submitted Change Order #1 in the amount of \$11,370 plus tax for the extra materials and the tie-ins that weren't necessarily expected for that work. There is an additional change order exercising the same contract to construct additional wall framing and shear panel installation for support. Eagle has submitted Change Order #2 in the amount of \$29,520 plus tax for that additional work. If approved, the total for the original contract and the additional change orders including tax will be \$83,486.72.

**ACTION: Motion made by Commissioner Curt Gordon and seconded by Commissioner Jack Ng to approve Eagle Development Group LLC's Change Orders #1 and #2 as presented. Motion passed unanimously.**

**Fairgrounds Workforce Housing Feasibility Study:** The City of Langley's Planning Department is developing language for the proposed overlay changes. Mozer noted that there are a lot of questions from the Planning Advisory Board, the public and the City Council. It has become apparent that the Port can't answer many of the questions until there is a discussion with the South Whidbey School District, particularly regarding the boundary line. Gordon spoke with SWSD Superintendent Jo Moccia a month ago. Moccia subsequently set up a meeting with SWSD Board Member Marnie Jackson, to meet with her and Gordon. and then-Director of Finance Dan Poolman. The SWSD doesn't have any money for workforce housing, but they are not closed minded about the Port doing a feasibility study on whether workforce housing would fit well on their property. The School District can't help financially but might be open to a 100-year lease, etc. Gordon believes Island County would not have an issue with the Port using the grant to include looking into the School District zoning and the Fairgrounds zoning for workforce housing. Moccia and Jackson would like the Port to make a presentation to the SWSD Board of Directors, and include their field as part of the feasibility and in the scope of work the Port is paying the City of Langley Planning Department's consultant to do.

Gordon said the hyperfocus on the buildings is ridiculous. The first step for the City is to consider whether or not residential will be allowed in the public use areas. The discussion should be about changing the code; not about the project. He suggested pausing any action with the City until the Port can meet with the SWSD and find out what's available. He noted the SWSD does not want to sell or surplus their property; they are interested in a long-term lease.

Gordon also spoke with Island County Housing Authority Executive Director Maria Maguire who reiterated that the Housing Authority would be happy to manage the workforce housing when built.

Ng and Easton agreed with Gordon that the Port should put the rezoning process on hold with the City while the Port explores options with the SWSD. The Port will seek permission from the SWSD to include its property in the feasibility study for potential workforce housing.

Next steps are 1) Tell the City to pause on the rezoning, 2) Initiate discussion with the School District, 3) Port Staff gets clarification on rezoning from the Langley Planning Dept, and 4) Get approval from the Island County Commissioners to use the grant funds to explore options with a portion of the SWSD property.

**Future Presentation to the City of Langley:** Langley Mayor Kennedy Horstman extended an invitation to the Port to provide a presentation to the City Council of all of the things the Port does – not just workforce housing. The Commission agreed to do so at the City’s August 19<sup>th</sup> meeting.

ADJOURNMENT: Without any further action, the Meeting was adjourned at 2:43 p.m.

Approved:

Minutes prepared and submitted by:

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

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

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Commissioner Greg Easton, Langley

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Commissioner Curt Gordon, Clinton

**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.

## PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Regular Meeting

July 9, 2024

Held in Freeland, Washington  
and online via Zoom Meeting Service

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

**Port Staff Present:** Angi Mozer (Executive Director) and Molly MacLeod-Roberts (Port Clerk/Accountant)  
**Absent:** Amanda Ellis (Fairgrounds Director), Pat Kisch (Maintenance & Operations Supervisor) and Kathy Myers (Harbormaster)

**MEETING CALL TO ORDER:** Following a Workshop from 3:45 p.m. to 4:00 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, July 9, 2024, in person at the meeting room of the Freeland Library at 5495 Harbor Avenue in Freeland, Washington and online via Zoom Meeting Service. Commissioner Greg Easton (President) called the Regular Meeting to order at 4:00 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.

**ACTION: Motion made by Commissioner Curt Gordon and seconded by Easton to approve the Consent Agenda as presented, including the authorization and acceptance of Vouchers dated July 2024 as signed today in the amount of \$210,712.57. Motion passed unanimously.**

### PUBLIC COMMENT

**Mike Gallion** said the Fairgrounds look good, and he's enjoying the Blue Heron Canoe Family's visit on the property.

### EXECUTIVE DIRECTOR REPORT

**Financial Update and May 2024 Financial Statement:** The Commission acknowledged receipt of the May 2024 Financial Statement, the Preliminary Profit & Loss for June 2024, and the performance graphs which were distributed to them previously. Mozer reported the Port received approximately \$142,000 in operating, tax, and capital revenue and incurred approximately \$98,000 in operating and capital expenses during May 2024. Ending cash balance at 5/31/24 was \$1,110,000, consisting of \$537,000 in the General Fund and \$574,000 in the Bond Fund.

### Fairgrounds Capital Projects Update

**Workforce Housing Concept:** The Port has officially asked the City Council to pause on the zoning application while the Port has discussions with the South Whidbey School District Board of Directors to sort out some of the details of the feasibility. The Port is planning to present to the School Board at their September 11<sup>th</sup> meeting

**Pole Building:** Two new power panels have been installed and there is a diagram for which switches control what. The Port will now pursue getting infrared or radiant heating in the space.

**Campground:** After performing water line investigations, the engineer developed a preliminary design for the campground. After an onsite preliminary review with Mozer, the engineer is finalizing that design based on that feedback. The Port is working with Jerry Beck & Co. to have most power pedestals working for Fair.

Midway Food Booths: The scope of work for constructing framing and walls inside the food booths was awarded to Eagle Development Group, LLC. They started work today and should be done by the end of the week, and the space will be safe for the Fair.

Coffman Alcove: The repairs have been completed and it looks beautiful. The Port is waiting for the roll up doors to be delivered and installed.

### **Fairgrounds Operations & Events**

Fair Association Agreements: The Association has been working out their insurance; they believe it will be done today or tomorrow. Once that is procured, the Port and Fair will sign and execute the agreements.

Fairgrounds Events: The Blue Heron Canoe Family is staying for the week, performing cultural rituals and providing learning opportunities for the community about the family and the Snohomish Tribe. Fairgrounds Staff is working hard preparing the property for Ragnar NW Relay and the Whidbey Island Fair.

Regarding the Port's presentation to the City of Langley, City staff provided dates for the Council's upcoming Special Meetings for a Joint City-Port Meeting, however the best date for all Port Commissioners is still the City's August 19<sup>th</sup> Regular Meeting. The Port will have 30 minutes for a Port presentation and discussion. Mozer will schedule a planning session with Port Commissioners in advance of that meeting.

Easton said the additional gravel road outside of Burrier Building looks great. Gordon noted that the Port has spent over \$110K in the last few months for Fairgrounds improvements.

**Clinton Dock:** The Port is receiving federal funds through the Washington State Dept. of Transportation (WSDOT) for the project. Mozer contacted the WSDOT Local Programs representative and explained that the Port has construction funding awarded in 2022 by Island County Regional Transportation Planning Organization, with a schedule for obligation in 2025. She requested that the Port be allowed to commit those construction dollars for building the floats for the dock while the Port's request for a federal Endangered Species Act (ESA) Consultation is making its way through the process. It sounds like WSDOT is willing to separate the permits for building the floats and get that started, which will allow for a construction funding agreement with WSDOT while the Port waits for the ESA Consultation and in-water construction permits.

### **STATUS REPORTS**

#### **Port Operations**

Maintenance & Operations Supervisor Pat Kisch was absent, so Mozer presented the monthly report on maintenance & repairs completed/ongoing/planned at Clinton Beach, Humphrey Road Parking Lot, Bush Point, Possession Beach Waterfront Park and the Fairgrounds. June 15 was the busiest day yet at the parking lot due to the combination of Father's Day and the Mariners game. Kisch discovered an electric transformer was faulty at the Fairgrounds and Puget Sound Energy replaced it the same day. The remaining floats have been installed at Bush Pt.

#### **South Whidbey Harbor**

Harbormaster Kathy Myers was absent, so Mozer presented her report. In June there were 129 day stops, and 201 overnight stays. Vessel traffic increased to the point they reached full capacity on the weekends and had to turn some boaters away. D and E Docks are open for crabbing sign ups. A 15-minute parking spot has been added to allow individuals to check their crab pots.

#### **Fairgrounds**

Fairgrounds Director Amanda Ellis is still on medical leave and will hopefully return to work soon after the Fair.

**ACTIVITIES/INVOLVEMENT REPORTS**

**Gordon:** Council of Governments (COG), Island Regional Transportation Planning Organization (IRTPO) and Clinton Community Council (CCC)

**COG:** Gordon chaired the meeting, and had Kitsap Transit Executive Director John Clauson provide a presentation on their passenger-only ferries. They have a total of 8 and they run 5 at a time. The ferry sizes vary and include an older slow boat as well as faster catamarans. They are currently building an electric passenger-only ferry. They can serve everyone in their district, but they also made a deal with Seattle so they can serve people outside of their district as well. The Port of Bremerton built one of Kitsap Transit’s facilities and KT pays rent.

**IRTPO:** Meeting cancelled; no report.

**CCC:** The CCC hosted a County Commissioner Candidate Forum at the Clinton Community Hall with over 100 people attending. Another forum is scheduled for tonight for candidates running for the offices of state senator and representative.

**Ng:** Washington Public Ports Association (WPPA) and Port Promotion & Marketing Committee (P&M):

**WPPA:** Absent; no report.

**P&M:** Absent; no report.

**Easton:** Marine Resources Committee (MRC) and City of Langley Council Meetings

**Langley:** Nothing new to report.

**MRC:** The MRC continues to work on updating the marine resource-related issues in the County’s Comprehensive Plan. Easton is a member of the MRC subcommittee that has provided comments on the natural resource, economic development and capital facilities sections of the Comp Plan.

**WPPA Legislative Committee:** Easton plans to attend the next meeting on July 10<sup>th</sup>. He spoke with Port of Kingston Business Manager Greg Englin and mentioned field trips to other marinas. Englin said the Port is welcome to visit Kingston Marina which also has a passenger-only ferry. Port of Kingston is able to perform their own SEPAs (State Environmental Protection Act) reviews; the Port of South Whidbey is not. Englin said he’d be happy to discuss the process with Mozer.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None

ADJOURNMENT: Without any further action, the Meeting was adjourned at 4:52 p.m.

Approved:

Minutes prepared and submitted by:

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Commissioner Jack Ng, Freeland

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

\_\_\_\_\_  
Commissioner Greg Easton, Langley

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

**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.