

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

Held at Freeland Library Meeting Room, 5495 Harbor Avenue, Freeland WA 98249
With virtual access via Zoom Meeting Service
Tuesday, August 13, 2024 at 4:00 p.m.

AGENDA

Join Zoom Meeting

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Meeting ID: 833 3306 8856

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WORKSHOP (3:45 PM – 4:00 PM): Commission review of vouchers and recent correspondence

REGULAR MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE

COMMISSIONER ACTIONS

Consent Agenda: Approval of August Vouchers in the amount of **\$239,074.06**, and Minutes from the Special Meetings of May 13, May 24 and July 2, and the Regular Meetings of June 11 and July 9, 2024.

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

EXECUTIVE DIRECTOR REPORT

Financial Update and June 2024 Financial Statement

2025 Budget

Representative Dave Paul Visit to the Port of South Whidbey

Fairgrounds

Capital Projects – Update

Operations and Events – Update

Clinton Dock

STATUS REPORTS

Port Operations

- Maintenance & Operations Supervisor Report

South Whidbey Harbor

- Harbormaster Report

ACTIVITIES/INVOLVEMENT REPORTS

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

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

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

UNFINISHED BUSINESS

NEW BUSINESS

ADJOURNMENT

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Regular Meeting

August 13, 2024

Held in Freeland, Washington
and online via Zoom Meeting Service

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

Port Staff Present: Angi Mozer (Executive Director), Pat Kisch (Maintenance & Operations Supervisor) and Kathy Myers (Harbormaster)

Absent: Amanda Ellis (Fairgrounds Director) & Molly MacLeod-Roberts (Port Clerk/Accountant)

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, August 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 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 Regular Meetings of May 13, June 11 and July 9 and the Special Meetings of May 24 and June 2, 2024

ACTION: Motion made by Commissioner Jack Ng Gordon and seconded by Easton to approve the Consent Agenda as presented, including the authorization and acceptance of Vouchers dated August 2024 as signed today in the amount of \$239,074.06. Motion passed unanimously.

PUBLIC COMMENT

Mike Gallion asked if the Public Comment could be deferred to the end of the meeting in order for the public to ask questions about what was discussed.

Albert Gabelein supported moving Public Comment until the end of the meeting. He said the Log Show at the Fair went great and he appreciated that there were no disruptions or interruptions.

Levy Sawyers from the South Whidbey Project said the group is interested in opportunities to work or partner with the Port at South Whidbey Harbor on educational or community-led efforts that benefit the community. The group has provided funds to the South Whidbey Community Center and scholarships to South Whidbey High School.

EXECUTIVE DIRECTOR REPORT

Financial Update and June 2024 Financial Statement: The Commission acknowledged receipt of the June 2024 Financial Statement, the Preliminary Profit & Loss for July 2024, and the performance graphs which were distributed to them previously. Executive Director Angi Mozer reported the Port received approximately \$42,000 in operating, tax, and capital revenue and incurred approximately \$117,000 in operating and capital expenses during June 2024. Ending cash balance at 6/30/24 was \$1,031,000, consisting of \$457,000 in the General Fund and \$575,000 in the Bond Fund.

2025 Budget: Mozer is beginning work on the 2025 Budget. She plans to incorporate two new items: 1) hiring a consultant to develop a Capital Facilities Plan for the Port, and 2) purchase of a Port tractor to replace

the old one at the Fairgrounds and eliminate the need to hire out for cleaning the ramp at the Harbor. She asked the Commissioners to provide her with any input on next year's budget.

Representative Dave Paul Visit to the Port of South Whidbey: Representative Paul will meet the Commissioners and Mozer at Clinton Beach on Monday, August 26th.

Fairgrounds Capital Projects Update

Workforce Housing Concept & Feasibility: The Port Commissioners will meet with the South Whidbey School District Board on September 11th to discuss the shared property line and talk about the project.

Campground: The engineer has provided near-final design drawings for the campground electrical and water upgrades; hopefully will go out to bid within the next month.

Midway Food Booths: Construction of framing and walls inside the booths was completed in time for the Fair. Eagle Development Group, LLC did a great job.

Drainage: The Port's engineering firm sampled soils in several areas of the Fairgrounds and the result was consistent sandy soil. They will develop a plan that will help manage the stormwater runoff around the property.

Upcoming Projects include infrared/radiant heat, window treatments and flooring to help with insulation in the Pole Building, and flooring in the Coffman Building to help with acoustics and improve the space.

Fairgrounds Operations & Events

Fair Association 2024 Agreements: The Association signed their Event Agreement just before the Fair; will now shift focus to the commercial (year-round occupancy) lease.

Fairgrounds Events: The Whidbey Island Fair event in general was great; the Port and the Association worked in a very collaborative manner to ensure the success of the event. Other successful events in July included the Blue Heron Canoe Family for a week and the Ragnar Relay Race finish line. The O-Mok-See equestrian event was held the previous weekend, and Little BIG Fest takes place August 16-18.

Clinton Dock: Permitting is ongoing. U.S. Senator Patty Murray said she is pushing forward her funding bill that includes the Port's \$1.9 million Congressionally Directed Spending request for Clinton Dock. The Port originally requested \$2.9 million but reduced the amount when the IRTPO awarded \$1 million for the project. Easton reported that U.S. Representative Rick Larsen was "doorbelling" in Langley and came to his home. Easton mentioned Murray's support for the project on the Senate side and hoped to get support from the House side, too. He seemed amenable to the project.

City of Mukilteo Waterfront Planning: Since parking is a major part of that planning, Mukilteo put together a Parking Task Force and included the Port. Mozer attended the meeting the day before. The City has a survey to get public input on parking, and Mozer has posted the link on the Port's website. Washington State Dept of Transportation (WSDOT) was also at the meeting, and Mozer noted that she and the representative from WSDOT were the only ones to mention commuter parking, overnight parking and long-term parking.

STATUS REPORTS

Port Operations

Maintenance & Operations Supervisor Pat Kisch presented his July report. The last two boarding floats were installed at Bush Pt. on July 2nd. Preparation for the Fair kept him very busy. Coordination with the Fair Association went very well.

South Whidbey Harbor

Harbormaster Kathy Myers presented her report. The Harbor was very busy in July with 293 day stops, 379 overnight stays, and 2 club visits. Crabbing opened July 1st and reservations for crabbing on D & E docks are full. In addition to being at capacity on weekends, Harbor staff has had to turn away boaters on Tuesdays & Wednesdays as well, especially the larger vessels. They highly recommend making reservations well in advance.

ACTIVITIES/INVOLVEMENT REPORTS

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

COG: Meeting cancelled; no report.

IRTPO: Meeting cancelled; no report.

CCC: Island County is working with the CCC on some updates to the Comp Plan, specifically the RAID (Rural Area of Intensive Development) and potentially changing some of the uses within it.

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

WPPA: Did not attend.

P&M: No meeting held.

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

WPPA Legislative Committee: Easton has attended three meetings; the Committee is working on a legislative agenda for the ports to put forward during Washington State's next legislative session.

Langley: Little BIG Fest requested the hours for music be extended to midnight rather than 10 p.m. The Council approved the request.

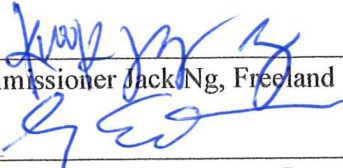
MRC: The MRC continues to work on updating the marine resource-related issues in the County's Comprehensive Plan. The Northwest Straits Commission has a Passport to Marine Adventures program that includes an app to share information about the Salish Sea with the public.

UNFINISHED BUSINESS: Due to a scheduling conflict, the Port's presentation to the City of Langley on August 19th had to be cancelled; it will likely be rescheduled for Monday, September 16th.

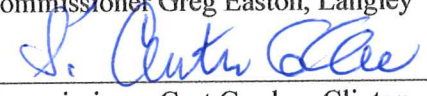
NEW BUSINESS: The Washington State Ferries Conference is scheduled on October 8th, the same day as the Port's regular meeting and Gordon and Mozer plan to attend. Ng will be away and would have to attend remotely. Only Easton would be physically present and the Port requires a quorum be physically present. Mozer will work on rescheduling it as a Special meeting on the day before or the day after.

ADJOURNMENT: Without any further action, the Meeting was adjourned at 5:18 p.m.

Approved:

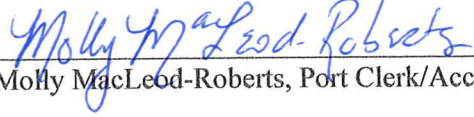


Commissioner Jack Ng, Freeland

Commissioner Greg Easton, Langley


Commissioner Curt Gordon, Clinton

Minutes prepared and submitted by:



Molly MacLeod-Roberts, Port Clerk/Accountant

Public Disclosure Statement: The foregoing Meeting Minutes, audio recording and all supporting documents presented are available at the Port of South Whidbey, 1804 Scott Rd., Suite 303, Freeland WA 98249.