

# **PORT DISTRICT OF SOUTH WHIDBEY ISLAND**

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

September 2024

October 29, 2024



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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 September 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

October 29, 2024

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

	<u>Budget</u>	<u>Sep 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Fairgrounds Revenue	121,200	5,089	84,236	(36,964)
Harbor Revenue	236,640	29,394	181,367	(55,273)
Humphrey Road Revenue	46,000	6,507	38,311	(7,689)
Interest Income	9,000	385	5,110	(3,890)
Miscellaneous Income	1,000	0	526	(474)
Possession Park Revenue	16,870	0	(2,480)	(19,350)
Property Tax Income	895,000	12,257	517,665	(377,335)
Timber, L/H, Comp Tax Income	3,000	0	505	(2,495)
<b>Total Income</b>	<u>1,328,710</u>	<u>53,633</u>	<u>825,240</u>	<u>(503,470)</u>
<b>Gross Income</b>	1,328,710	53,633	825,240	(503,470)
<b>Expense</b>				
Administration	627,860	33,952	471,428	(156,432)
Bush Point Operations	15,400	1,697	5,734	(9,666)
Clinton Beach Operations	6,650	2,018	8,198	1,548
Fairgrounds Operations	237,040	33,902	154,357	(82,683)
Humphrey Rd Parking Lot Ops	10,900	940	8,309	(2,591)
Possession Beach Park Ops	41,750	1,223	55,429	13,679
South Whidbey Harbor Ops	252,460	23,748	183,984	(68,476)
<b>Total Expense</b>	<u>1,192,060</u>	<u>97,480</u>	<u>887,438</u>	<u>(304,622)</u>
<b>Net Ordinary Income</b>	136,650	(43,847)	(62,198)	(198,848)
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>Capital Revenue</b>				
<b>Bond Interest</b>				
2018A Bond Interest Income	3,600	702	5,340	1,740
2018B Bond Interest Income	3,600	702	5,340	1,740
<b>Total Bond Interest</b>	<u>7,200</u>	<u>1,403</u>	<u>10,680</u>	<u>3,480</u>
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>1,403</u>	<u>54,392</u>	<u>(858,558)</u>
<b>Total Other Income</b>	912,950	1,403	54,392	(858,558)

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

	<b>Budget</b>	<b>Sep 24</b>	<b>Year To Date</b>	<b>Budget Variance</b>
<b>Other Expense</b>				
<b>Capital Expenditures</b>				
2012 LTGO Bond	61,125	0	7,913	(53,213)
2016 LTGO Bond	15,919	0	15,551	(368)
2018A LTGO Bond	21,045	0	7,873	(13,173)
2018B LTGO Bond (Taxable)	29,432	0	9,566	(19,866)
Clean Vessel Grant Exp	1,000	0	0	(1,000)
Clinton Dock-Passenger Ferry	100,000	2,742	42,454	(57,546)
Fairgrounds - Cap Improvements	510,000	17,831	208,458	(301,542)
Fairgrounds - Workforce Housing	500,000	0	9,396	(490,604)
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>	<b>1,333,521</b>	<b>20,573</b>	<b>301,210</b>	<b>(1,032,311)</b>
<b>Total Other Expense</b>	<b>1,333,521</b>	<b>20,573</b>	<b>301,210</b>	<b>(1,032,311)</b>
<b>Net Other Income</b>	<b>(420,571)</b>	<b>(19,169)</b>	<b>(246,817)</b>	<b>173,754</b>
<b>Net Income</b>	<b>(283,921)</b>	<b>(63,016)</b>	<b>(309,016)</b>	<b>(25,095)</b>

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

	<u>Budget</u>	<u>Sep 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Interest Income	9,000	385	5,110	(3,890)
Miscellaneous Income	1,000	0	526	(474)
Property Tax Income	895,000	12,257	517,665	(377,335)
Timber, L/H, Comp Tax Income	3,000	0	505	(2,495)
<b>Total Income</b>	<u>908,000</u>	<u>12,642</u>	<u>523,806</u>	<u>(384,194)</u>
<b>Gross Income</b>	908,000	12,642	523,806	(384,194)
<b>Expense</b>				
<b>Administration</b>				
Admin/Accounting Wages	37,500	2,994	28,433	(9,067)
Administrative Payroll Taxes	21,000	1,845	17,088	(3,912)
Audit	10,000	0	2,050	(7,950)
Bank Fees (Returned Checks)	200	0	40	(160)
Commissioners' Salaries	10,260	1,080	9,720	(540)
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	250	2,420	(580)
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	20,250	(6,750)
Employee IRA Matching	8,000	692	6,176	(1,824)
Executive Director Salary	88,500	7,375	66,375	(22,125)
FMLA & LTC Payroll Taxes	2,000	0	3,825	1,825
Insurance (Port-wide)	115,500	0	113,631	(1,869)
Labor & Industries Taxes	22,000	0	14,477	(7,523)
Legal Fees	4,000	208	3,372	(628)
Legal Notices/Classified Ads	2,000	0	60	(1,940)
Maint & Ops Supervisor Wages	62,600	6,038	55,275	(7,325)
Marketing - General	4,500	0	0	(4,500)
Meetings & Education incl WPPA	6,000	1,039	2,994	(3,006)
Misc Expenses & Taxes	3,000	0	1,723	(1,277)
Ofc. Equip Lease, Purch, Repair	4,000	38	4,884	884
Office & Facilities Supplies	3,000	111	2,134	(866)
Office Telephone & Staff Mobile	7,100	690	6,400	(700)
Payroll Taxes - Commissioners	2,000	181	1,509	(491)
Per Diem - Commissioners				
Per Diem - Easton	4,500	483	3,637	(863)
Per Diem - Gordon	4,500	483	4,277	(223)
Per Diem - Ng	4,500	322	2,093	(2,407)
<b>Total Per Diem - Commissioners</b>	<u>13,500</u>	<u>1,288</u>	<u>10,007</u>	<u>(3,493)</u>

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

	<b>Budget</b>	<b>Sep 24</b>	<b>Year To Date</b>	<b>Budget Variance</b>
Permitting - Ongoing	0	0	0	0
Port Clerk/Accountant Wages	65,000	5,374	52,291	(12,709)
Port Office Rental	26,400	2,200	19,800	(6,600)
Port Vehicles' Expense	6,500	0	2,876	(3,624)
Promotional Hosting	1,000	0	124	(876)
Publications & Subscriptions	200	0	174	(26)
Tourism Devel Grants/Subsidies	0	0	0	0
Travel Exp - Commissioners				
Travel Expense - Easton	1,500	0	910	(590)
Travel Expense - Gordon	1,500	0	911	(589)
Travel Expense - Ng	1,500	0	1,351	(149)
<b>Total Travel Exp - Commissioners</b>	<b>4,500</b>	<b>0</b>	<b>3,172</b>	<b>(1,328)</b>
Travel Expense - Staff	4,500	246	2,403	(2,097)
Website Design & Maintenance	15,000	55	754	(14,246)
<b>Total Administration</b>	<b>627,860</b>	<b>33,952</b>	<b>471,428</b>	<b>(156,432)</b>
<b>Total Expense</b>	<b>627,860</b>	<b>33,952</b>	<b>471,428</b>	<b>(156,432)</b>
<b>Net Ordinary Income</b>	<b>280,140</b>	<b>(21,310)</b>	<b>52,378</b>	<b>(227,762)</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>Capital Revenue</b>				
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>	<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>
<b>Other Expense</b>				
<b>Capital Expenditures</b>				
Clinton Dock-Passenger Ferry	100,000	2,742	42,454	(57,546)
Fairgrounds - Cap Improvements	510,000	17,831	208,458	(301,542)
Fairgrounds - Workforce Housing	500,000	0	9,396	(490,604)
<b>Total Capital Expenditures</b>	<b>1,110,000</b>	<b>20,573</b>	<b>260,307</b>	<b>(849,693)</b>
<b>Total Other Expense</b>	<b>1,110,000</b>	<b>20,573</b>	<b>260,307</b>	<b>(849,693)</b>
<b>Net Other Income</b>	<b>(204,250)</b>	<b>(20,573)</b>	<b>(216,595)</b>	<b>(12,345)</b>
<b>Net Income</b>	<b>75,890</b>	<b>(41,883)</b>	<b>(164,217)</b>	<b>(240,107)</b>

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

	<u>Budget</u>	<u>Sep 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	702	5,340	1,740
2018B Bond Interest Income	3,600	702	5,340	1,740
<b>Total Bond Interest</b>	<u>7,200</u>	<u>1,403</u>	<u>10,680</u>	<u>3,480</u>
<b>Total Capital Revenue</b>	<u>7,200</u>	<u>1,403</u>	<u>10,680</u>	<u>3,480</u>
<b>Total Other Income</b>	<u>7,200</u>	<u>1,403</u>	<u>10,680</u>	<u>3,480</u>
<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	0	7,913	(7,913)
2012 LTGO Bond Principal	<u>45,000</u>	<u>0</u>	<u>0</u>	<u>(45,000)</u>
<b>Total 2012 LTGO Bond</b>	<u>61,125</u>	<u>0</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	<u>15,000</u>	<u>0</u>	<u>15,000</u>	<u>0</u>
<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	0	7,873	(7,873)
2018A LTGO Bond Principal	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>(5,000)</u>
<b>Total 2018A LTGO Bond</b>	<u>21,045</u>	<u>0</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	0	9,566	(9,566)
2018B LTGO Bond Principal	<u>10,000</u>	<u>0</u>	<u>0</u>	<u>(10,000)</u>
<b>Total 2018B LTGO Bond (Taxable)</b>	<u>29,432</u>	<u>0</u>	<u>9,566</u>	<u>(19,866)</u>
<b>Total Capital Expenditures</b>	<u>127,521</u>	<u>0</u>	<u>40,903</u>	<u>(86,619)</u>
<b>Total Other Expense</b>	<u>127,521</u>	<u>0</u>	<u>40,903</u>	<u>(86,619)</u>
<b>Net Other Income</b>	<u>(120,321)</u>	<u>1,403</u>	<u>(30,223)</u>	<u>90,098</u>
<b>Net Income</b>	<u><u>(120,321)</u></u>	<u><u>1,403</u></u>	<u><u>(30,223)</u></u>	<u><u>90,098</u></u>

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

	<u>Budget</u>	<u>Sep 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
Ordinary Income/Expense				
Expense				
Bush Point Operations				
Dock & Ramp - Bush Pt	2,000	343	343	(1,657)
Electricity - Bush Pt	1,800	73	1,154	(646)
Equipment - Bush Pt	2,000	0	1,376	(624)
Maint & Repair - Bush Pt	3,000	11	571	(2,429)
Maint Payroll Taxes - Bush	50	0	0	(50)
Maint Wages - Bush Pt	550	0	340	(210)
Materials & Supplies - Bush Pt	1,000	267	653	(347)
Minor Improvements - Bush Pt	3,000	0	0	(3,000)
Refuse Removal - Bush Pt	500	68	360	(140)
Telephone - Bush Pt	500	0	0	(500)
Water System - Bush Pt	1,000	936	936	(64)
Total Bush Point Operations	<u>15,400</u>	<u>1,697</u>	<u>5,734</u>	<u>(9,666)</u>
Total Expense	<u>15,400</u>	<u>1,697</u>	<u>5,734</u>	<u>(9,666)</u>
Net Ordinary Income	<u>(15,400)</u>	<u>(1,697)</u>	<u>(5,734)</u>	<u>9,666</u>
Net Income	<u><u>(15,400)</u></u>	<u><u>(1,697)</u></u>	<u><u>(5,734)</u></u>	<u><u>9,666</u></u>



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

	<u>Budget</u>	<u>Sep 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	57	738	38
Maint & Repair - Clinton Beach	500	1,496	5,168	4,668
Maint Wages - Clinton Beach	500	0	0	(500)
Materials & Supplies - Clinton	1,500	68	459	(1,041)
Minor Improvements - Clinton	1,000	0	0	(1,000)
Payroll Taxes - Clinton Beach	50	0	0	(50)
Refuse Removal - Clinton Beach	1,000	333	1,422	422
Water System - Clinton Beach	400	63	410	10
<b>Total Clinton Beach Operations</b>	<u>6,650</u>	<u>2,018</u>	<u>8,198</u>	<u>1,548</u>
<b>Total Expense</b>	<u>6,650</u>	<u>2,018</u>	<u>8,198</u>	<u>1,548</u>
<b>Net Ordinary Income</b>	<u>(6,650)</u>	<u>(2,018)</u>	<u>(8,198)</u>	<u>(1,548)</u>
<b>Net Income</b>	<u><u>(6,650)</u></u>	<u><u>(2,018)</u></u>	<u><u>(8,198)</u></u>	<u><u>(1,548)</u></u>

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

	<u>Budget</u>	<u>Sep 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	1,931	3,695	(26,305)
Dump/Water Fees - Campground	4,000	259	2,004	(1,996)
<b>Fairgrounds Events</b>				
Event Haul In Fees-Fairgrounds	700	254	738	38
Event Rentals - Fairgrounds	44,300	505	54,560	10,260
Fairgrounds Events - Other		0	(175)	
<b>Total Fairgrounds Events</b>	<u>45,000</u>	<u>759</u>	<u>55,123</u>	<u>10,123</u>
Other Fairgrounds Revenue -Misc	0	0	72	72
<b>Taxes - Fairgrounds</b>				
Camping Sales/Lodging Tax	3,000	209	399	(2,601)
L/H Tax Revenue - Fairgrounds	3,000	132	1,817	(1,183)
<b>Total Taxes - Fairgrounds</b>	<u>6,000</u>	<u>340</u>	<u>2,216</u>	<u>(3,784)</u>
Tenant Leases - Fairgrounds	35,000	1,700	20,225	(14,775)
Utilities Reimb - Fair Assoc	1,200	100	900	(300)
<b>Total Fairgrounds Revenue</b>	<u>121,200</u>	<u>5,089</u>	<u>84,236</u>	<u>(36,964)</u>
<b>Total Income</b>	<u>121,200</u>	<u>5,089</u>	<u>84,236</u>	<u>(36,964)</u>
<b>Gross Income</b>	<u>121,200</u>	<u>5,089</u>	<u>84,236</u>	<u>(36,964)</u>
<b>Expense</b>				
<b>Fairgrounds Operations</b>				
Admin Wages - Fair	240	0	0	(240)
Electricity - Fairgrounds	21,000	2,839	18,368	(2,632)
Employee Benefits - Fairgrounds	7,200	600	5,400	(1,800)
Equipment (Purch/Rent/Repair)	5,000	925	6,522	1,522
Fairgrounds Dir Salary/Wages	59,500	0	19,500	(40,000)
FG Mktg & Events Coord Wages	23,000	2,248	19,556	(3,444)
Maint & Repair - Fairgrounds	8,000	4,140	6,255	(1,745)
Maint Campground Host Wages	20,800	0	0	(20,800)
Maint Laborer Wages - Part Time	20,800	1,485	11,330	(9,470)
Maint Wages - Temp Fair	2,500	0	0	(2,500)
Marketing/Advertising-FG	6,000	0	848	(5,152)
Materials & Supplies - Fair	13,000	1,287	11,351	(1,649)
Minor Improvements - Fair	5,000	0	0	(5,000)
Payroll Taxes - Fairgrounds	8,000	341	4,403	(3,597)
Propane - Fairgrounds	3,000	247	2,795	(205)
Refuse Removal - Fairgrounds	3,000	767	4,322	1,322

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

	<b>Budget</b>	<b>Sep 24</b>	<b>Year To Date</b>	<b>Budget Variance</b>
<b>Taxes - Fairgrounds</b>				
B & O Tax - Fair	500	104	503	3
Leasehold Tax - Fair	3,500	0	1,818	(1,682)
Sales & Lodging Tax	2,000	150	191	(1,809)
<b>Total Taxes - Fairgrounds</b>	<b>6,000</b>	<b>254</b>	<b>2,511</b>	<b>(3,489)</b>
<b>Telephone &amp; DSL - Fairgrounds</b>	<b>5,000</b>	<b>720</b>	<b>6,827</b>	<b>1,827</b>
<b>Travel &amp; Other Misc - Fair</b>	<b>2,000</b>	<b>0</b>	<b>446</b>	<b>(1,554)</b>
<b>Vehicle Maintenance - Fair</b>	<b>3,000</b>	<b>0</b>	<b>680</b>	<b>(2,320)</b>
<b>Water &amp; Sewer - Fairgrounds</b>	<b>15,000</b>	<b>18,049</b>	<b>33,245</b>	<b>18,245</b>
<b>Total Fairgrounds Operations</b>	<b>237,040</b>	<b>33,902</b>	<b>154,357</b>	<b>(82,683)</b>
<b>Total Expense</b>	<b>237,040</b>	<b>33,902</b>	<b>154,357</b>	<b>(82,683)</b>
<b>Net Ordinary Income</b>	<b>(115,840)</b>	<b>(28,812)</b>	<b>(70,122)</b>	<b>45,718</b>
<b>Net Income</b>	<b>(115,840)</b>	<b>(28,812)</b>	<b>(70,122)</b>	<b>45,718</b>

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

	<u>Budget</u>	<u>Sep 24</u>	<u>Year To Date</u>	<u>Budget Variance</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Humphrey Road Revenue				
Daily Parking Fees-Humphrey Rd	23,000	2,961	20,681	(2,319)
Permit Fees - Humphrey Rd	19,000	3,010	14,449	(4,551)
Sales Tax - Humphrey Rd	4,000	536	3,181	(819)
<b>Total Humphrey Road Revenue</b>	<u>46,000</u>	<u>6,507</u>	<u>38,311</u>	<u>(7,689)</u>
<b>Total Income</b>	<u>46,000</u>	<u>6,507</u>	<u>38,311</u>	<u>(7,689)</u>
<b>Gross Income</b>	46,000	6,507	38,311	(7,689)
<b>Expense</b>				
Humphrey Rd Parking Lot Ops				
Attendant Payroll - Humphrey Rd	5,700	520	4,680	(1,020)
General Maint - Humphrey Rd	750	11	90	(660)
Improvements - Humphrey Lot	0	0	0	0
Materials & Supplies - Humph Rd	500	112	199	(301)
Payroll Taxes - Humphrey Rd	450	40	358	(92)
Taxes - Humphrey Rd				
B & O Taxes - Humphrey Rd	100	7	75	(25)
WSST - Parking	3,400	250	2,908	(492)
<b>Total Taxes - Humphrey Rd</b>	<u>3,500</u>	<u>257</u>	<u>2,982</u>	<u>(518)</u>
<b>Total Humphrey Rd Parking Lot Ops</b>	<u>10,900</u>	<u>940</u>	<u>8,309</u>	<u>(2,591)</u>
<b>Total Expense</b>	<u>10,900</u>	<u>940</u>	<u>8,309</u>	<u>(2,591)</u>
<b>Net Ordinary Income</b>	<u>35,100</u>	<u>5,567</u>	<u>30,002</u>	<u>(5,098)</u>
<b>Net Income</b>	<u><u>35,100</u></u>	<u><u>5,567</u></u>	<u><u>30,002</u></u>	<u><u>(5,098)</u></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 September 30, 2024

	<u>Budget</u>	<u>Sep 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	156	2,096	(1,404)
Equip (Purchase/Rent/Repair)	2,500	706	1,133	(1,367)
Maint & Repair - Possession	3,000	0	(17,081)	(20,081)
Maint. Wages - Possession	18,000	0	710	(17,290)
Materials & Suppl - Possession	2,500	0	719	(1,781)
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	1,013	(987)
<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	1,017	(183)
Water System Maint - Poss Pk	1,500	133	1,213	(287)
<b>Total Possession Beach Park Ops</b>	<u>41,750</u>	<u>1,223</u>	<u>55,429</u>	<u>13,679</u>
<b>Total Expense</b>	<u>41,750</u>	<u>1,223</u>	<u>55,429</u>	<u>13,679</u>
<b>Net Ordinary Income</b>	<u>(24,880)</u>	<u>(1,223)</u>	<u>(57,908)</u>	<u>(33,028)</u>
<b>Net Income</b>	<u>(24,880)</u>	<u>(1,223)</u>	<u>(57,908)</u>	<u>(33,028)</u>

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

	<b>Budget</b>	<b>Sep 24</b>	<b>Year To Date</b>	<b>Budget Variance</b>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Harbor Revenue</b>				
Annual Moorage	19,800	1,122	12,358	(7,442)
Commercial Moorage	2,640	0	2,100	(540)
Dinghy	900	0	770	(130)
Ice Sales	1,000	120	717	(283)
Leasehold Tax Revenue - SWH	7,700	774	4,191	(3,509)
Live-aboard fee	0	120	360	360
Monthly Moorage	35,200	4,036	15,968	(19,233)
Other Harbor Revenue - Misc	0	286	1,716	1,716
Showers	1,000	143	1,243	243
SWH Special Events & Donations	100	20	209	109
Transient Day Use Moorage	14,300	1,440	9,402	(4,898)
Transient Overnight Moorage	154,000	21,334	132,335	(21,665)
<b>Total Harbor Revenue</b>	<b>236,640</b>	<b>29,394</b>	<b>181,367</b>	<b>(55,273)</b>
<b>Total Income</b>	<b>236,640</b>	<b>29,394</b>	<b>181,367</b>	<b>(55,273)</b>
<b>Gross Income</b>	<b>236,640</b>	<b>29,394</b>	<b>181,367</b>	<b>(55,273)</b>
<b>Expense</b>				
<b>South Whidbey Harbor Ops</b>				
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	3,938	33,008	(8,592)
DNR Tidelands Lease	12,000	0	11,056	(944)
Dockhand - Part Time	20,800	2,290	15,480	(5,320)
Electricity - Harbor	12,000	635	8,917	(3,083)
Employee Benefits - Harbor	14,400	1,200	10,800	(3,600)
Equip (Purch/Rent/Repair) SWH	1,500	428	2,692	1,192
Golf Cart & Boat-Maint	500	0	146	(354)
Harbormaster Wages	54,000	4,847	42,471	(11,529)
Ice Purchases	600	184	417	(183)
Maint & Repair - Harbor	10,000	100	2,883	(7,117)
Maint & Repair - Phil Simon Pk	500	0	61	(439)
Maint Contracts - Harbor	8,500	930	8,118	(382)
Maint Wages - Harbor	240	0	0	(240)
Materials & Supplies - Harbor	9,000	912	5,040	(3,960)
Merchant Fees - Harbor	6,000	1,388	5,727	(273)
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 September 30, 2024

	<b>Budget</b>	<b>Sep 24</b>	<b>Year To Date</b>	<b>Budget Variance</b>
<b>Payroll Taxes - Harbor</b>	10,000	1,097	8,384	(1,616)
<b>Pump-Out Barge M &amp; R</b>	1,000	0	0	(1,000)
<b>Refuse Removal - Harbor</b>	4,000	478	2,782	(1,218)
<b>Seasonal Wages - Harbor</b>	20,000	1,941	6,633	(13,367)
<b>Taxes - Harbor</b>				
<b>B &amp; O Tax - Harbor</b>	2,000	646	2,340	340
<b>Leasehold Tax - Harbor</b>	7,000	0	6,278	(722)
<b>Total Taxes - Harbor</b>	9,000	646	8,618	(382)
<b>Telephone &amp; DSL - Harbor</b>	3,000	301	2,525	(475)
<b>Water &amp; Sewer - Harbor</b>	9,000	2,433	7,862	(1,138)
<b>Total South Whidbey Harbor Ops</b>	252,460	23,748	183,984	(68,476)
<b>Total Expense</b>	252,460	23,748	183,984	(68,476)
<b>Net Ordinary Income</b>	(15,820)	5,646	(2,617)	13,203
<b>Net Income</b>	<b>(15,820)</b>	<b>5,646</b>	<b>(2,617)</b>	<b>13,203</b>

**PORT OF SOUTH WHIDBEY**

September 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>
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Ending General Fund Cash Balance as of 9/30/24	37,775.75
Ending General Fund Investment Balance as of 9/30/24	123,000.00
Ending Bond Fund Cash Balance as of 9/30/24	1,403.90
Ending Bond Fund Investment Balance as of 9/30/24	577,476.20
<b>Balance as of 9/30/24</b>	<b><u>739,655.85</u></b>

<b>General Fund Cash &amp; Investment Total as of 9/30/24</b>	<b>160,775.75</b>
<b>Bond Fund Cash &amp; Investment Total as of 9/30/24</b>	<b><u>578,880.10</u></b>
	<b><u>739,655.85</u></b>



# Port of South Whidbey

## Preliminary Profit & Loss

### October 2024

	Oct 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Fairgrounds Revenue	
Camping Fees - Fairgrounds	586.65
Dump/Water Fees - Campground	225.00
Fairgrounds Events	
Event Haul In Fees-Fairgrounds	114.00
Event Rentals - Fairgrounds	4,732.50
<b>Total Fairgrounds Events</b>	4,846.50
Other Fairgrounds Revenue -Misc	7.43
Tenant Leases - Fairgrounds	4,524.40
Utilities Reimb - Fair Assoc	200.00
<b>Total Fairgrounds Revenue</b>	10,389.98
<b>Harbor Revenue</b>	
Annual Moorage	462.00
Live-aboard fee	360.00
Monthly Moorage	8,922.01
Other Harbor Revenue - Misc	25.00
Showers	236.00
SWH Special Events & Donations	
Donation Box - Harbor	1.60
<b>Total SWH Special Events &amp; Donations</b>	1.60
Transient Day Use Moorage	682.00
Transient Overnight Moorage	5,326.90
<b>Total Harbor Revenue</b>	16,015.51
<b>Humphrey Road Revenue</b>	
Daily Parking Fees-Humphrey Rd	2,801.01
Permit Fees - Humphrey Rd	2,757.36
<b>Total Humphrey Road Revenue</b>	5,558.37
<b>Possession Park Revenue</b>	
Donations - Possession Park	605.07
<b>Total Possession Park Revenue</b>	605.07
<b>Total Income</b>	32,568.93
<b>Gross Profit</b>	32,568.93
<b>Expense</b>	
<b>Administration</b>	
Admin/Accounting Wages	3,019.41
Commissioners' Salaries	1,080.00
Employee Fringe Benefits	2,250.00
Executive Director Salary	7,375.00
FMLA & LTC Payroll Taxes	1,300.46
Labor & Industries Taxes	5,402.90
Legal Fees	156.00
Maint & Ops Supervisor Wages	5,674.39
Meetings & Education incl WPPA	0.00
Misc Expenses & Taxes	48.56
Ofc. Equip Lease, Purch, Repair	976.26
Office & Facilities Supplies	703.93
Office Telephone & Staff Mobile	649.51

# Port of South Whidbey Preliminary Profit & Loss October 2024

	Oct 24
Per Diem - Commissioners	
Per Diem - Easton	644.00
Per Diem - Gordon	644.00
Per Diem - Ng	161.00
<b>Total Per Diem - Commissioners</b>	<b>1,449.00</b>
Port Clerk/Accountant Wages	5,507.46
Port Office Rental	2,200.00
Port Vehicles' Expense	366.55
Promotional Hosting	0.00
Publications & Subscriptions	80.00
Travel Exp - Commissioners	
Travel Expense - Easton	0.00
Travel Expense - Gordon	67.00
Travel Expense - Ng	0.00
<b>Total Travel Exp - Commissioners</b>	<b>67.00</b>
Travel Expense - Staff	219.36
Website Design & Maintenance	55.00
<b>Total Administration</b>	<b>38,580.79</b>
Bush Point Operations	
Electricity - Bush Pt	77.91
Maint & Repair - Bush Pt	75.12
Maint Wages - Bush Pt	0.00
Materials & Supplies - Bush Pt	185.95
Refuse Removal - Bush Pt	94.52
<b>Total Bush Point Operations</b>	<b>433.50</b>
Clinton Beach Operations	
Electricity - Clinton Beach	76.68
Maint & Repair - Clinton Beach	37.56
Refuse Removal - Clinton Beach	239.63
<b>Total Clinton Beach Operations</b>	<b>353.87</b>
Fairgrounds Operations	
Electricity - Fairgrounds	1,455.29
Employee Benefits - Fairgrounds	600.00
Equipment (Purch/Rent/Repair)	1,137.03
Fairgrounds Dir Salary/Wages	1,444.30
FG Mktg & Events Coord Wages	1,546.75
Maint & Repair - Fairgrounds	3,023.21
Maint Laborer Wages - Part Time	1,175.00
Marketing/Advertising-FG	0.00
Materials & Supplies - Fair	1,692.36
Propane - Fairgrounds	428.86
Refuse Removal - Fairgrounds	878.23
Taxes - Fairgrounds	
B & O Tax - Fair	18.24
Leasehold Tax - Fair	651.13
Sales & Lodging Tax	208.58
<b>Total Taxes - Fairgrounds</b>	<b>877.95</b>
Telephone & DSL - Fairgrounds	722.35
Vehicle Maintenance - Fair	65.06
<b>Total Fairgrounds Operations</b>	<b>15,046.39</b>
Humphrey Rd Parking Lot Ops	
Attendant Payroll - Humphrey Rd	520.00
General Maint - Humphrey Rd	0.00

# Port of South Whidbey

## Preliminary Profit & Loss

### October 2024

	Oct 24
Taxes - Humphrey Rd	
B & O Taxes - Humphrey Rd	12.80
WSST - Parking	535.60
Total Taxes - Humphrey Rd	548.40
Total Humphrey Rd Parking Lot Ops	1,068.40
Payroll Expenses	4,357.49
Possession Beach Park Ops	
Electricity - Possession	143.73
Equip (Purchase/Rent/Repair)	1,214.97
Maint & Repair - Possession	824.15
Materials & Suppl - Possession	56.26
Refuse Removal - Possession	111.70
Telephone - Possession	116.39
Water System Maint - Poss Pk	132.67
Total Possession Beach Park Ops	2,599.87
South Whidbey Harbor Ops	
Asst Harbormaster Wages	3,528.00
Electricity - Harbor	722.54
Employee Benefits - Harbor	1,200.00
Equip (Purch/Rent/Repair) SWH	188.77
Golf Cart & Boat-Maint	31.67
Harbor Receipts Discrepancy	0.08
Harbormaster Wages	4,922.91
Ice Purchases	30.43
Maint & Repair - Harbor	588.19
Maint Contracts - Harbor	620.16
Materials & Supplies - Harbor	626.32
Refuse Removal - Harbor	363.96
Seasonal Wages - Harbor	1,384.19
Taxes - Harbor	
B & O Tax - Harbor	439.85
Leasehold Tax - Harbor	937.77
Total Taxes - Harbor	1,377.62
Telephone & DSL - Harbor	287.84
Water & Sewer - Harbor	9.01
Total South Whidbey Harbor Ops	15,881.69
Total Expense	78,322.00
Net Ordinary Income	-45,753.07
Net Income	-45,753.07

PORT OF SOUTH WHIDBEY ISLAND  
2025 Preliminary Budget

		<b>2025 PRELIMINARY Budget</b>	
<u>Line #</u>	<b>OPERATING RECEIPTS</b>		
1	Interest Income	\$	9,000
2	Misc Income	\$	1,000
3	Property Tax Income	\$	910,000
4	Timber, L/H, Comp Tax Income	\$	1,000
5	<b>Sub-total - Tax and Interest Revenue</b>	\$	921,000
6	Fairgrounds Camping Fees	\$	80,000
7	Fairgrounds Dump Fees	\$	8,000
8	Fairgrounds Event Rentals	\$	60,000
9	Fairgrounds Revenue - Misc	\$	200
10	Campgrounds Sales/Lodging Tax	\$	6,000
11	Fairgrounds L/H Tax	\$	3,000
12	Fairgrounds Tenant Leases	\$	37,000
13	Fair Assoc Lease	\$	1,200
14	<b>Sub-total - Fairgrounds Revenue</b>	\$	195,400
15	Daily Parking Fees - Humphrey Rd	\$	26,000
16	Permit Fees - Humphrey Rd	\$	22,000
17	Sales Tax - Humphrey Rd	\$	4,500
18	<b>Sub-total - Humphrey Road Revenue</b>	\$	52,500
19	Donations - Poss Park	\$	200
20	Electricity Reimb - Poss Park	\$	500
21	Parking Fees - Poss Park	\$	100
22	Rental of residence - Poss Park	\$	7,000
23	Sales Tax - Poss Park Parking	\$	10
24	<b>Sub-total - Possession Park Revenue</b>	\$	7,810
25	Annual Moorage	\$	16,000
26	Commercial Moorage	\$	3,000
27	Dinghy	\$	770
28	Dock Sales - Ice	\$	1,000
29	Donations	\$	200
30	Harbor Revenue - Misc.	\$	100
31	L/H Tax Revenue	\$	7,500
32	Live Aboard Fee	\$	500
33	Monthly Moorage	\$	40,000
34	Showers	\$	1,500
35	SWH Uplands Lease	\$	1,400
36	Transient Day Use	\$	14,300
37	Transient Overnight	\$	160,000
38	<b>Sub-total - South Whidbey Harbor Revenue</b>	\$	246,270
39	<b>Total Recurring/Operating Revenue</b>	\$	1,422,980

PORT OF SOUTH WHIDBEY ISLAND  
2025 Preliminary Budget

**2025  
PRELIMINARY  
Budget**

Line #

**OPERATING DISBURSEMENTS**

**Administration:**

40	Admin/Accounting Wages	\$ 39,800
41	Administrative Payroll Taxes	\$ 22,000
42	Commissioners Salaries	\$ 12,960
43	Compensation Reserve	\$ 22,000
44	Consultant Services	\$ 20,000
45	County Service Fees	\$ 100
46	Dues & Memberships	\$ 3,000
47	Election Costs	\$ 11,000
48	Employee Fringe Benefits	\$ 27,000
49	Employee IRA Matching	\$ 7,000
50	Executive Director Salary	\$ 93,000
51	FMLA Payroll Expense	\$ 4,000
52	Insurance (Port-wide)	\$ 115,000
53	Labor & Industries Taxes	\$ 22,000
54	Legal Fees	\$ 4,000
55	Legal Notices/Classified Ads	\$ 500
56	Maint & Ops Supervisor Wages	\$ 65,800
57	Maintenance Tech Wages	\$ 50,000
58	Marketing - General	\$ 4,000
59	Meetings & Education, incl WPPA	\$ 5,000
60	Merchant Fees	\$ 7,000
61	Misc Expenses & Taxes	\$ 2,000
62	Off Equip Lease, Purchase, Repair	\$ 4,000
63	Office & Facilities Supplies	\$ 3,000
64	Office Telecommunications	\$ 7,600
65	Payroll Taxes - Commissioners	\$ 2,000
66	Per diem - Commissioners	\$ 16,800
67	Port Clerk/Accountant Wages	\$ 70,000
68	Port Office Rental	\$ 30,000
69	Port Vehicles' Expense	\$ 4,000
70	Promotional Hosting	\$ 500
71	Publications & Subscriptions	\$ 200
72	Tourism Devel Grants/Subsidies	\$ -
73	Travel exp.- Commissioners	\$ 4,500
74	Travel Expense - Staff	\$ 3,500
75	Web Design & Maintenance	\$ 500
76	<b>Sub-total Administration</b>	<b>\$ 683,760</b>

**Bush Point Facilities**

77	Dock & Ramp - Bush Pt	\$ 1,000
78	Electricity - Bush Pt	\$ 1,500
79	Equipment (Purch/Rent/Repair)	\$ 2,000
80	Maintenance & Repair - Bush Pt	\$ 1,000
81	Materials & Supplies - Bush Pt	\$ 1,000
82	Minor Improvements - Bush Pt	\$ 3,000
83	Refuse Removal - Bush Pt	\$ 700
84	Internet - Bush Pt	\$ 500
85	Water System - Bush Pt	\$ 1,000
86	<b>Sub-total Bush Point</b>	<b>\$ 11,700</b>

PORT OF SOUTH WHIDBEY ISLAND  
2025 Preliminary Budget

**2025  
PRELIMINARY  
Budget**

Line #

**Clinton Facilities:**

87	Dock (Maint/Repairs) - Clinton	\$	1,000
88	Electricity - Clinton Beach	\$	900
89	Maint & Repair - Clinton Beach	\$	2,000
90	Materials & Supplies - Clinton	\$	1,000
91	Minor Improvements - Clinton	\$	5,000
92	Refuse Removal - Clinton Beach	\$	1,600
93	Water System - Clinton Beach	\$	400
94	<b>Sub-total Clinton</b>	\$	11,900

**Fairgrounds**

95	Electricity - Fairgrounds	\$	21,000
96	Employee benefits - Fairgrounds	\$	7,200
97	Equip (Purchase/Rent/Repair)	\$	7,000
98	Fairgrounds Misc	\$	2,000
99	FG Director Salary	\$	62,500
100	FG Mktg & Events Coord Wages	\$	25,200
101	Maint & Repair - Fairgrounds	\$	8,000
102	Maint/Campground Host Wages	\$	10,400
103	Maint Laborer Wages - Part Time	\$	20,800
104	Maintenance Wages - Temp	\$	2,500
105	Marketing/Advertising - Fairgrounds	\$	6,000
106	Materials & Supplies - Fairgrounds	\$	13,000
107	Minor Improvements - Fairgrounds	\$	5,000
108	Payroll Taxes - Fairgrounds	\$	8,000
109	Propane - Fairgrounds	\$	4,000
110	Refuse Removal - Fairgrounds	\$	4,000
111	Taxes - Fairgrounds	\$	6,000
112	Telephone & DSL - Fairgrounds	\$	9,000
113	Vehicle Maintenance - Fairgrounds	\$	2,000
114	Water & Sewer - Fairgrounds	\$	18,000
115	<b>Sub-total Fairgrounds</b>	\$	241,600

**Humphrey Parking Lot:**

116	Attendant Wages	\$	6,240
117	General Maintenance	\$	500
118	Improvements	\$	1,000
119	Materials & Supplies	\$	700
120	Payroll Taxes - Humphrey	\$	470
121	Taxes	\$	3,500
122	<b>Sub-total Humphrey Lot</b>	\$	12,410

**Possession Pt. Park:**

123	Dock & Ramp	\$	-
124	Electricity	\$	3,000
125	Equip (Purchase/Rent/Repair)	\$	2,500
126	Maintenance & Repair	\$	4,000
127	Maintenance Wages	\$	9,000
128	Materials & Supplies	\$	2,500
129	Minor Improvements	\$	6,000
130	Payroll Taxes	\$	750
131	Refuse Removal	\$	2,000
132	Taxes	\$	50
133	Telephone	\$	1,200
134	Water System Maintenance	\$	1,500
135	<b>Sub-total Possession Point</b>	\$	32,500

PORT OF SOUTH WHIDBEY ISLAND  
2025 Preliminary Budget

		<b>2025 PRELIMINARY Budget</b>	
<u>Line #</u>			
	<b>South Whidbey Harbor</b>		
136	Advertising/Promotion	\$	2,500
137	Asst Harbormaster Wages	\$	43,700
138	DNR Tidelands Lease	\$	12,000
139	Dockhand - Part time	\$	20,800
140	Electricity	\$	12,000
141	Employee Benefits	\$	14,400
142	Equip (Purchase/Rent/Repair)	\$	3,000
143	Golf Cart & Boat - Maint/Ops	\$	800
144	Harbormaster Salary	\$	57,400
145	Ice Purchases	\$	600
146	Maint & Repair - SWH	\$	5,000
147	Maintenance Contracts	\$	-
148	Materials & Supplies	\$	9,000
149	Minor Improvements	\$	1,500
150	Payroll Taxes	\$	10,900
151	Pump-Out Barge M&R	\$	1,000
152	Refuse Removal	\$	4,000
153	Seasonal Wages (dockhands)	\$	20,000
154	Special Events	\$	-
155	Taxes	\$	10,000
156	Telephone & DSL	\$	3,000
157	Water & Sewer	\$	8,000
158	<b>Sub-total South Whidbey Harbor</b>	\$	239,600
159	<b>Total Operating Disbursements</b>	\$	1,233,470
160	<b>Operating Excess / &lt;Deficit&gt;</b>	\$	189,510

PORT OF SOUTH WHIDBEY ISLAND  
2025 Preliminary Budget

Line #		<b>2025 PRELIMINARY Budget</b>
	<b>CAPITAL REVENUE</b>	
161	Clean Vessel Program Grant	\$ 750
162	IC Grant 1 - FG Workforce Housing	\$ 130,000
163	IC Grant 2 - FG Workforce Housing	\$ -
164	RCO Possession Boarding Floats	\$ 30,000
165	RCEDF Fairgrounds Grant	\$ 150,000
166	WSDA Fairgrounds Grant	\$ -
167	STBG Clinton Dock	\$ 1,000,000
168	USDA Fairgrounds Grant	\$ -
169	2018A Bond Interest Income	\$ 6,000
170	2018B Bond Interest Income	\$ 6,000
171	<b>Total Capital Revenue</b>	<b>\$ 1,322,750</b>
	<b>CAPITAL EXPENDITURES</b>	
172	Clean Vessel Grant Program	\$ 1,000
173	Port Tractor - FG/SWH	\$ 8,000
174	RCO Possession Boarding Floats	\$ 40,000
175	Capital Facilities Plan	\$ 30,000
176	SWH Capital Improvements	\$ 20,000
177	Fairgrounds - Capital Improvements	\$ 200,000
178	Fairgrounds - Workforce Housing	\$ 130,000
179	Clinton Dock - POF	\$ 1,000,000
180	2012 LTGO Bond Fees	\$ 350
181	2012 LTGO Bond Interest	\$ 14,250
182	2012 LTGO Bond Principal	\$ 50,000
183	2016 LTGO Bond Fees	\$ -
184	2016 LTGO Bond Interest	\$ 550
185	2016 LTGO Bond Principal	\$ 15,000
186	2018A LTGO Bond Fees	\$ 350
187	2018A LTGO Bond Interest	\$ 15,600
188	2018A LTGO Bond Principal	\$ 5,000
189	2018B LTGO Bond Fees	\$ 350
190	2018B LTGO Bond Interest	\$ 18,770
191	2018B LTGO Bond Principal	\$ 5,000
192	<b>Total Capital Expenditures:</b>	<b>\$ 1,554,220</b>
193	<b>Capitla Excess / &lt;Deficit&gt;</b>	<b>\$ (231,470)</b>
194	<b>TOTAL BUDGET EXCESS / &lt;DEFICIT&gt;</b>	<b>\$ (41,960)</b>

	<b>General Fund Balance</b>	<b>Bond Fund Balance</b>
<b>Actual</b> Beginning Cash: January 1, 2024	\$ 481,037	\$ 568,200
<b>Estimated</b> Ending Cash: December 31, 2024	\$ 499,444	\$ 346,116
<b>Estimated</b> Beginning Cash: January 1, 2025	\$ 499,444	\$ 346,116
<b>Estimated</b> Ending Cash: December 31, 2025	\$ 507,484	\$ 296,116

*Note: Total Current Assets shown as Cash Balance*

Approved at the November 12, 2024 Regular Meeting



**Ordinance / Resolution No.** 24-03  
**RCW 84.55.120**

**WHEREAS**, the Board of Commissioners of Port of South Whidbey has met and considered  
(Governing body of the taxing district) (Name of the taxing district)  
its budget for the calendar year 2025; and,

**WHEREAS**, the districts actual levy amount from the previous year was \$ 864,963.16; and,  
(Previous year's levy amount)

**WHEREAS**, the population of this district is ☒ more than or ☐ less than 10,000; and now, therefore,  
(Check one)

**BE IT RESOLVED** by the governing body of the taxing district that an increase in the regular property tax levy  
is hereby authorized for the levy to be collected in the 2025 tax year.  
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 8,649.63  
which is a percentage increase of 1% from the previous year. This increase is exclusive of  
(Percentage increase)  
additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,  
solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations  
that have occurred and refunds made.

Adopted this 12 day of November, 2024.

_____	_____
_____	_____
_____	_____

**If additional signatures are necessary, please attach additional page.**

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30<sup>th</sup>. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711. For tax assistance, call (360) 534-1400.

**Form 64 0100**

## Levy Certification

Submit this document, or something similar, to the **county legislative authority on or before November 30** of the year preceding the year in which the levy amounts are to be collected.

Courtesy copy may be provided to the county assessor.

This form is not designed for the certification of levies under RCW 84.52.070.

In accordance with RCW 84.52.020, I \_\_\_\_\_ (Name),  
\_\_\_\_\_, (Title), for \_\_\_\_\_ (District name),  
do hereby certify to the \_\_\_\_\_ (Name of county) County legislative authority  
that the \_\_\_\_\_ (Commissioners, Council, Board, etc.) of said district requests  
that the following levy amounts be collected in \_\_\_\_\_ (Year of collection) as provided in the district's  
budget, which was adopted following a public hearing held on \_\_\_\_\_ (Date of public hearing).

### Regular levies

Levy	General levy	Other levy*
<b>Total certified levy request amount</b> , which includes the amounts below.		
Administrative refund amount		
Non-voted bond debt amount		
Other*		

### Excess levies

Levy	General (n/a for school districts)	Bond	Enrichment (school districts only)	Cap. project	Other levy*
<b>Total certified levy request amount</b> , which includes the amounts below.					
Administrative refund amount					
Other*					

\*Examples of other levy types may include EMS, school district transportation, or construction levies. Examples of other amounts may include levy error correction or adjudicated refund amount. Please include a description when using the "other" options.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

To request this document in an alternate format, please complete the form [dor.wa.gov/AccessibilityRequest](https://dor.wa.gov/AccessibilityRequest) or call 360-705-6705. Teletype (TTY) users please dial 711.

## PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

October 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), Molly MacLeod-Roberts (Port Clerk/Accountant), Pat Kisch (Maintenance & Operations Supervisor), Amanda Ellis (Fairgrounds Director) and David Stern, (Fairgrounds Events & Marketing Coordinator)

**Absent:** 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 Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Wednesday, October 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 Special 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 Meeting of September 10, 2024.

**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 October 2024 as signed today in the amount of \$77,936.50. Motion passed unanimously.

### PUBLIC COMMENT

**Mike Gallion** said he appreciated that the Minutes had a line or two about what was said during Public Comment.

### EXECUTIVE DIRECTOR REPORT

**Financial Update and August 2024 Financial Statement:** The Commission acknowledged receipt of the August 2024 Financial Statement, the Preliminary Profit & Loss for September 2024, and the performance graphs which were distributed to them previously. Executive Director Angi Mozer reported the Port received approximately \$64,000 in operating, tax, and capital revenue and incurred approximately \$161,000 in operating and capital expenses during August 2024. Ending cash balance at 8/31/24 was \$801,000, consisting of \$226,000 in the General Fund and \$577,000 in the Bond Fund.

**Memorandum 2024-01 Bond Invoice:** Mozer presented the Memo to transfer funds from the Bond Fund to reimburse the General Fund \$108,758.06 for the Fairgrounds repairs of the foundation and back wall of the Food Booths and flooring and foundation columns in the Burrier Building.

**ACTION:** Motion made by Gordon and seconded by Easton to approve Memorandum 2024-01 authorizing the transfer of \$108,758.06 from the General Obligation Bond Account to the General Operating Account to reimburse for Fairgrounds capital expenses. Motion passed unanimously.

**2025 Budget:** Mozer provided an updated draft of the preliminary budget, which shows the operating budget as \$170,000 net positive. She is aiming for a General Fund ending cash balance of \$500,000. She reviewed

the changes from the previous draft. The current draft does not yet include any State Legislature asks; she will incorporate those in the future. By the end of this year, Gordon would like to see a draft budget for 2026 as well that will reflect no unreimbursed capital projects.

The next steps include a Public Hearing on the Budget prior to the regular November meeting. The Commission will hold a Special Meeting prior to then if needed.

### **Fairgrounds Capital Projects Update**

Workforce Housing Concept & Feasibility: The Port Commissioners met with the South Whidbey School District Board on September 11<sup>th</sup> to discuss the shared property line and the feasibility study. Per their request, Mozer drafted and submitted an official written request for the School District to participate in the study to include school district property. The Superintendent indicated it might not be discussed until the Board's November 13 meeting.

Campground: Port Staff made some final decisions on the planned hookups and the City of Langley has reviewed the plans. Mozer hopes to put it out to bid by the end of the week.

Drainage: Work is ongoing; engineers are putting together recommendations on how to manage storm water on the Fairgrounds in general. Part of the plan will likely be to replace gutters on buildings, etc. to help address the issue.

Window Treatments for the Pole Building: 10 roller shades have been installed. The final one will be installed next Friday.

Coffman Flooring: The Port will move forward with Valdez Construction's quote for \$9,197 for a new rubber base with commercial grade carpet tiles for the meeting space.

**Port Presentation to Langley City Council:** The September 16<sup>th</sup> presentation included an overview of what ports do in general and a briefing on the Port's initiatives in South Whidbey. Mozer and Easton agreed it went well, and noted the interest in the Clinton Passenger Only Ferry project.

**Clinton Dock:** Planning for separating the floats construction from the permitting process for the in-water work is going well. The next step is to have the Island Regional Transportation Policy Organization (IRTPO) separate the two projects in the State Transportation Improvement Plan (STIP).

**Resolution No. 24-02 Applicant Authorization and Electronic Signature for RCO (Recreation & Conservation Office) Grant Application for Possession Beach Waterfront Park Boarding Floats Replacement:** If approved, Mozer plans to submit the grant application by the deadline of October 31<sup>st</sup>.

**ACTION: Motion made by Gordon and seconded by Easton to approve Resolution No. 24-02 as presented. Motion passed unanimously.**

### **STATUS REPORTS**

#### **Fairgrounds**

Fairgrounds Director Amanda Ellis was on hand to present her report. She thanked Mozer and Marketing & Events Coordinator David Stern for their work during her leave of absence. Following Langley's Holly Jolly Parade on December 7<sup>th</sup>, the Fairgrounds will be hosting "Holiday Whobilee" – a Dr. Seuss-themed, family friendly, community event with local vendors and activities for kids. Ellis is also organizing a workshop in November for food businesses that need to submit permit applications to the County by year-end. She is working on improving lighting and a new Fairgrounds sign.

## **Port Operations**

Maintenance & Operations Supervisor Pat Kisch presented his September report. At **Possession Beach Waterfront Park**, the backhoe had to be repaired and the house was treated for post beetles. Tentative float removal dates are October 16<sup>th</sup> for **Bush Point** and October 22<sup>nd</sup> for **Possession**.

## **South Whidbey Harbor**

Harbormaster Kathy Myers was absent, so Mozer presented the monthly report. In September there were 145 day stops and 238 overnight stays with full capacity on Labor Day weekend. Winter moorage started October 1<sup>st</sup> and there is still room for vessels 30' LOA or less. Gordon noted that the Harbor's revenue of \$28,000 for September is the highest it's ever been.

## **ACTIVITIES/INVOLVEMENT REPORTS**

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

**COG:** The COG is working on legislative priorities for funding and Gordon listed the following three for the Port: capital funding for ferries, workforce housing and multi-modal transportation.

**IRTPO:** Meeting was mostly about process.

**CCC:** No report.

Gordon and Mozer also attended the Annual Passenger Only Ferries Conference, and learned about federal funding formats, including potential funding for operations. King County Transit expressed interest in the Port's Clinton Passenger Only Ferry project. The Port of Everett is investigating a passenger only ferry between their facility and South Whidbey. Peter Philips (in charge of Production and Programming for the conference) was the person behind the pilot program for a passenger ferry between Des Moines & Seattle, using a whale watching vessel from Port Townsend. Kitsap Transit discussed the possibility of a Puget Sound-wide passenger only/fast ferry system.

**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

**MRC:** No report.

**WPPA Legislative Committee:** If the Association of Cities and Counties pushes a bill to change the existing limit of increasing property taxes to 1% from the prior year to 3%, WPPA will likely sign onto it. The Committee noted that if Initiative 2117 passes, the State Legislature will be "oversubscribed." The group also discussed the mitigation calculation formula used for projects.

**Langley:** No report.

**UNFINISHED BUSINESS:** Phil Simon will talk about the Harbor's ionization efforts at the November meeting.

**NEW BUSINESS:** None.

**ADJOURNMENT:** Without any further action, the Meeting was adjourned at 5:47 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.

DRAFT



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## **Contents**

2025 Budget

Financial Reporting – Sep 2024

South Whidbey Harbor

Fairgrounds Projects

Clinton Dock

Possession Beach Boarding Floats – RCO Grant Application

\*\*\*\*\*

## **2025 Budget**

In working with the Island County Assessor's office, they recommended that we should increase the Property Tax income budget line item. They indicated that the current budget of \$903,000 might limit the Port in collecting all available property taxes. In response to the Assessor's feedback, I recommend that we increase our Property Tax income budget line item to \$910,000.

I have attached an updated Preliminary Budget, should the Commissioners accept this recommendation.

## **Financial Reporting – Sep 2024**

We received approximately \$55k in operating, tax and capital revenue, and incurred approximately \$118k in operating & capital expenses in September 2024. End of month cash balance for September was \$161k in our General Operating Account and \$579k in our Bond Account. The financial statement and associated analyses (revenue and expense charts) are attached. I am updating the cash flow chart through 2025 with the updated budget; I hope to distribute that prior to the meeting on Tuesday.

## **South Whidbey Harbor**

Phil Simon, Engineer and longtime Harbor customer, prepared a report with associated recommendations to extend the life of the steel pilings and support system at the South Whidbey Harbor, attached. Mr. Simon will be in attendance at the meeting to discuss the report and recommendations.

## **Fairgrounds Projects**

**Fairgrounds Workforce Housing Feasibility Study:** The Port Commissioners met with the South Whidbey School District Board on November 13. I submitted the attached request regarding their participation in our feasibility study for workforce housing, funded by Island County.

In addition, I am attaching surveys of the Fairgrounds property to aid in Port Commission discussion regarding the property boundary shared with the School District.

**RCEDF Funding:** I worked with Michael Jones, County Administrator to develop a plan to request an extension on our RCEDF Grant from Island County for our Fairgrounds projects, due to expire December 31, 2024. The recommendation and plan we developed is to approach the County Commissioners at their December 11 workshop and ask for a 6 month extension. I indicated that we should be out to bid for any remaining projects on the grant by then, and Michael indicated we have a good chance of receiving the extension in that case.

**Campground:** Port staff, Facet Engineers and the City of Langley have worked to find a suitable frost-free water hookup system for the individual spaces at the Fairgrounds. It proved to be very difficult to find a sanitary frost-



free water hookup option. Ultimately we settled on a recommendation that came from Facet, which will be quite expensive, at around \$1,500 per unit.

**Drainage:** Engineer's work on developing drainage solutions is ongoing. We plan to have gutters installed and/or replaced around the property, which will tie in to the Engineer's recommendations for how to manage the water coming from the roofs of buildings.

**Coffman Flooring:** Valdez Construction will install the rubber base flooring with 24" x 24" commercial grade carpet tiles for the meeting space in Coffman soon.

#### Clinton Dock

No major updates to report. Additional preliminary funding at \$70,000 is making its way through the authorization process at WSDOT. Plans for separating the floats construction from the overall construction project is ongoing.

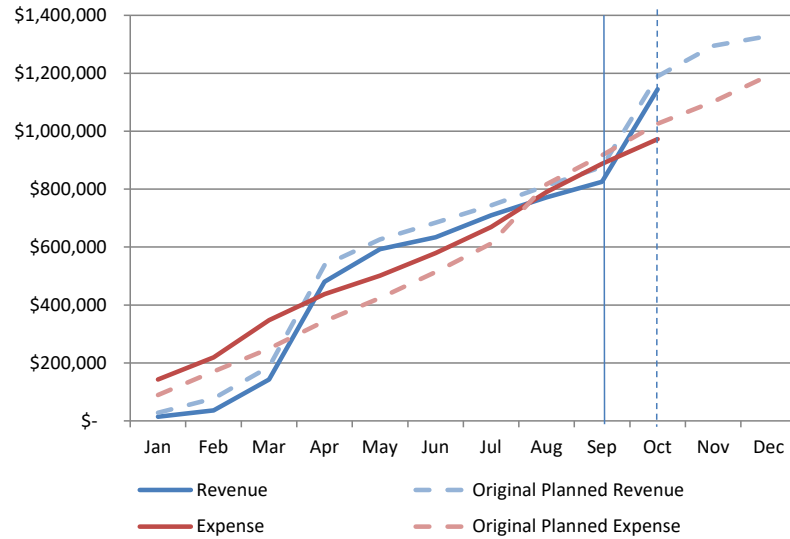
#### Possession Beach Boarding Floats – RCO Grant Application

Just a quick update that I submitted a grant application to replace the Possession Beach Waterfront Park Boarding Floats. I applied for \$225,000 from the grant program (with committed match from the Port at \$75,000, for a total of \$300,000), with a timeline of 3 years. This funding would cover permits and construction. I have spoken with other entities who have pursued very similar projects, and another public agency indicated that their construction contract for similar floats was completed at \$184,000.

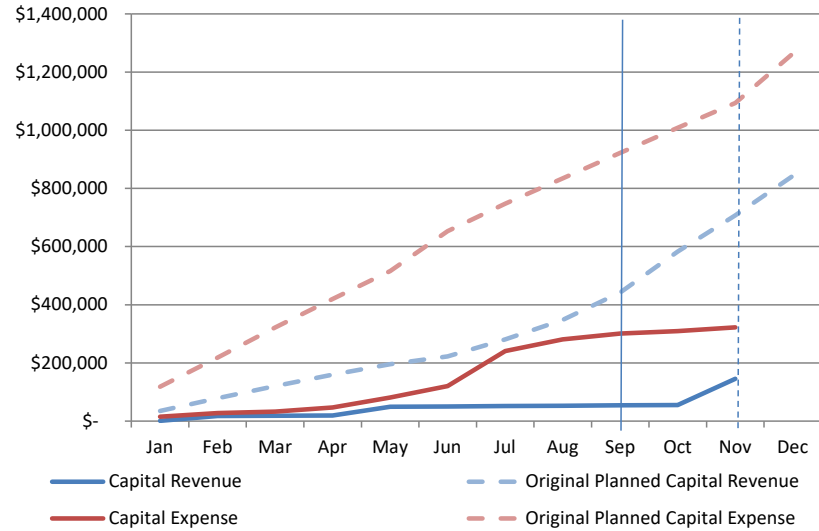


# Port of South Whidbey 2024 Projections

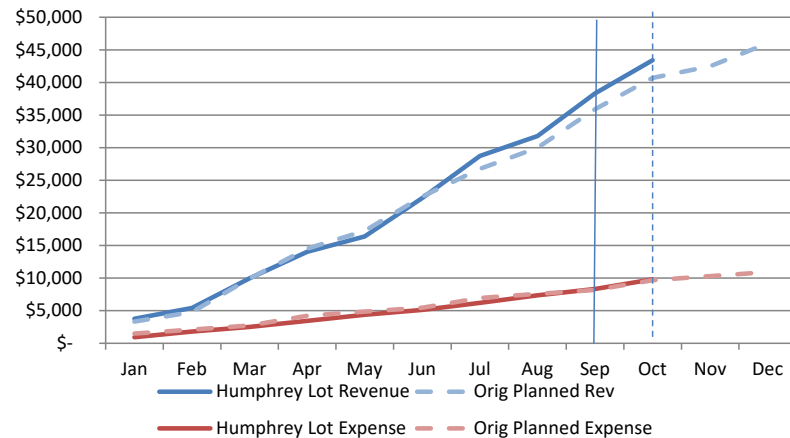
## 2024 Operating Revenue and Expenses



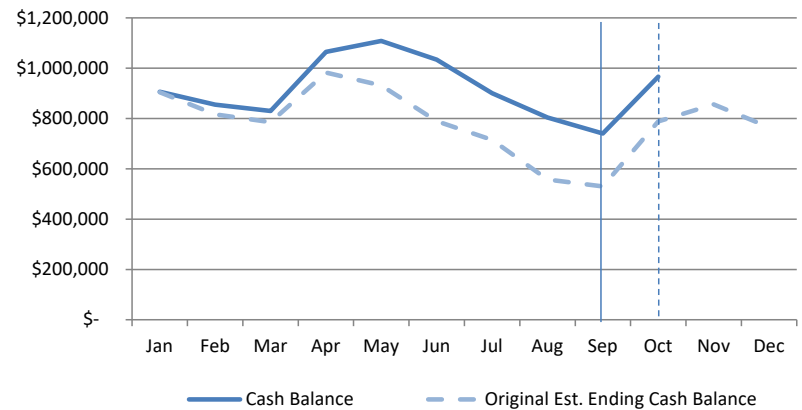
## 2024 Capital Projects



## Humphrey Lot Revenue & Expenses

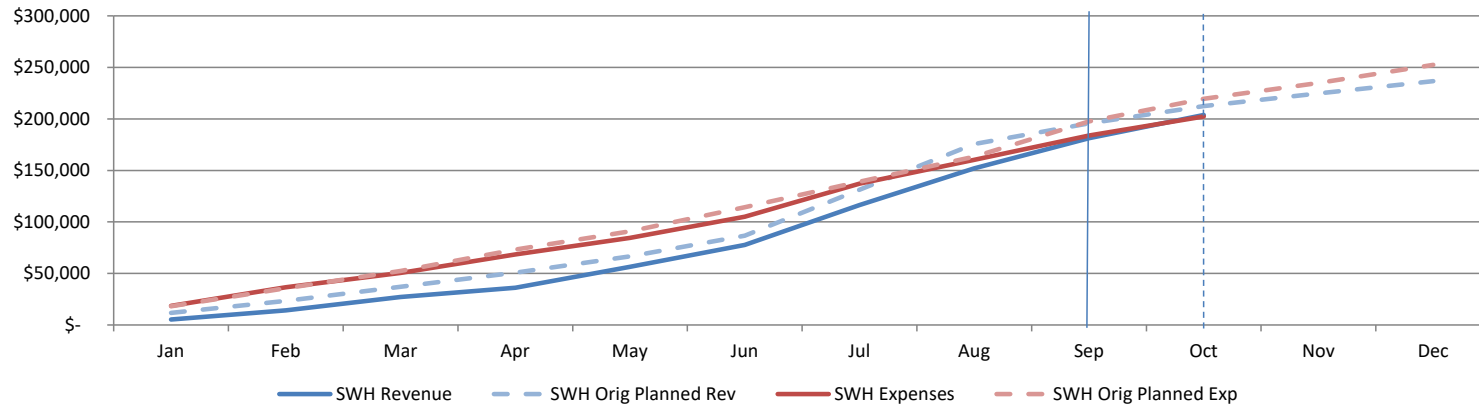


## Est. Ending Cash Balance

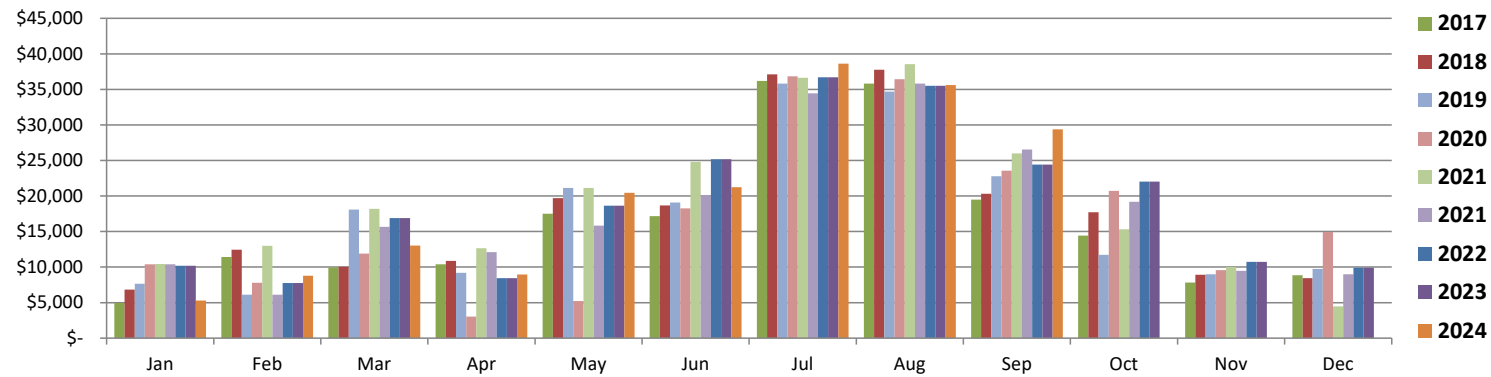


# Port of South Whidbey 2024 Projections

## South Whidbey Harbor Revenue & Expenses 2024



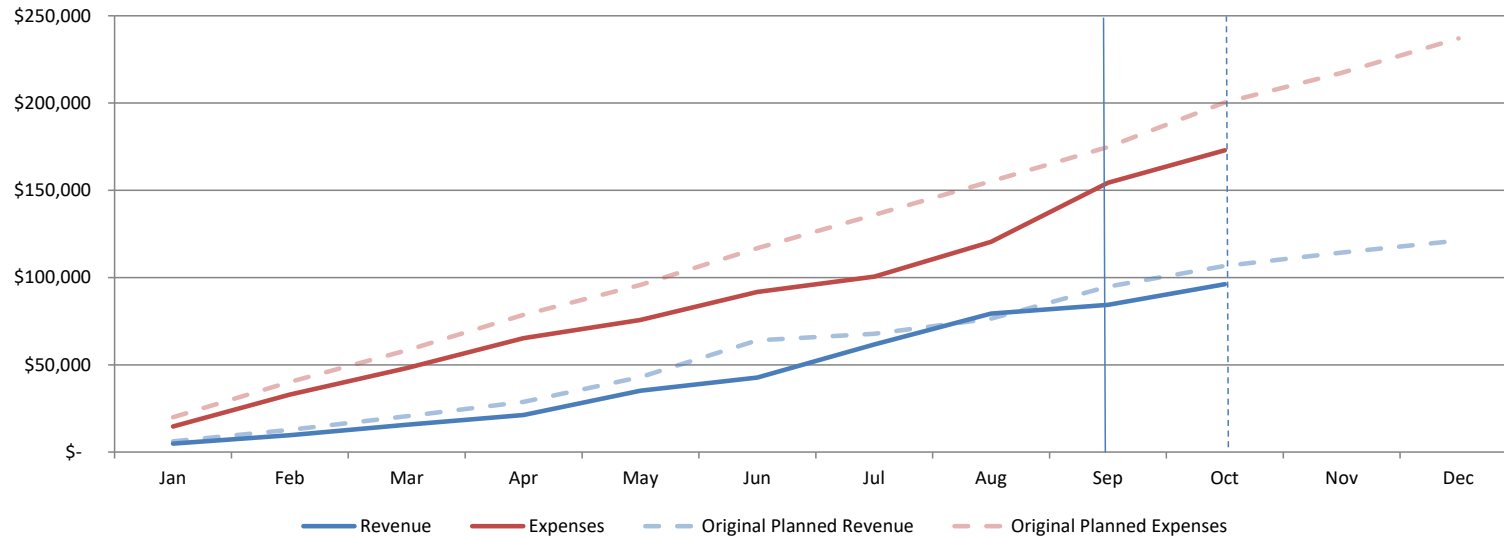
## Monthly SWH Revenue 2017-2024



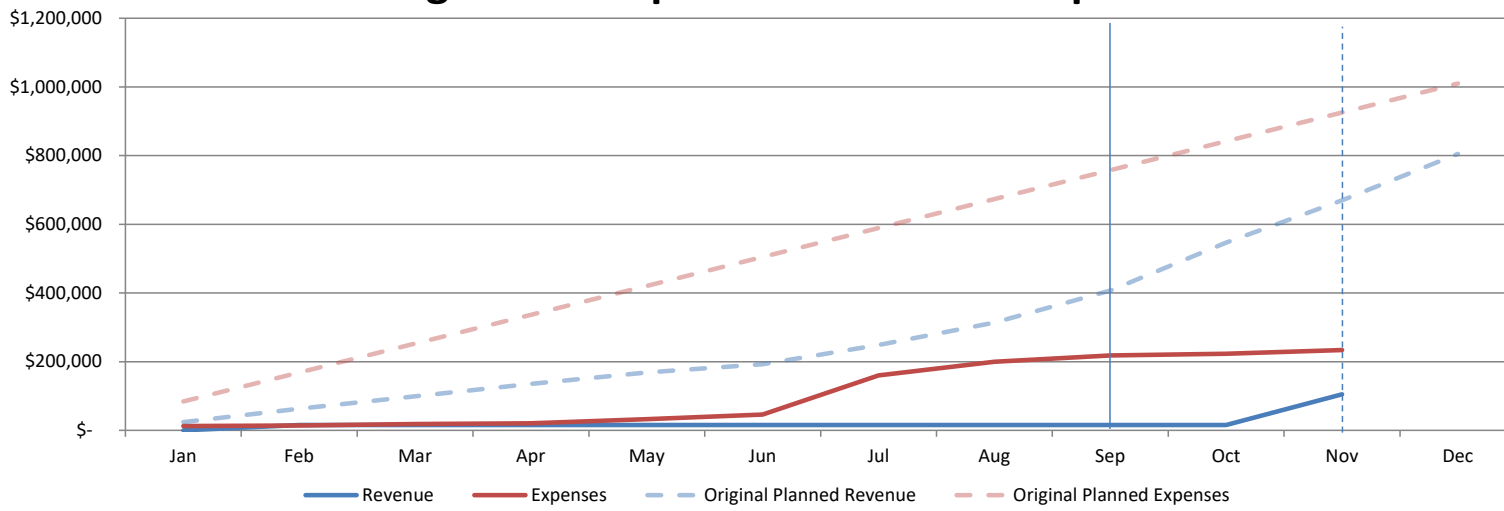
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>2024</b>	\$ 5,308	\$ 8,765	\$ 13,010	\$ 8,959	\$ 20,452	\$ 21,247	\$ 38,612	\$ 35,623	\$ 29,395	\$ -	\$ -	\$ -	\$ 181,371
<b>2024 Budget</b>	\$ 11,728	\$ 11,728	\$ 13,698	\$ 13,526	\$ 15,984	\$ 19,932	\$ 44,596	\$ 44,416	\$ 20,145	\$ 16,713	\$ 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

## 2024 Fairgrounds Operating Revenue and Expenses

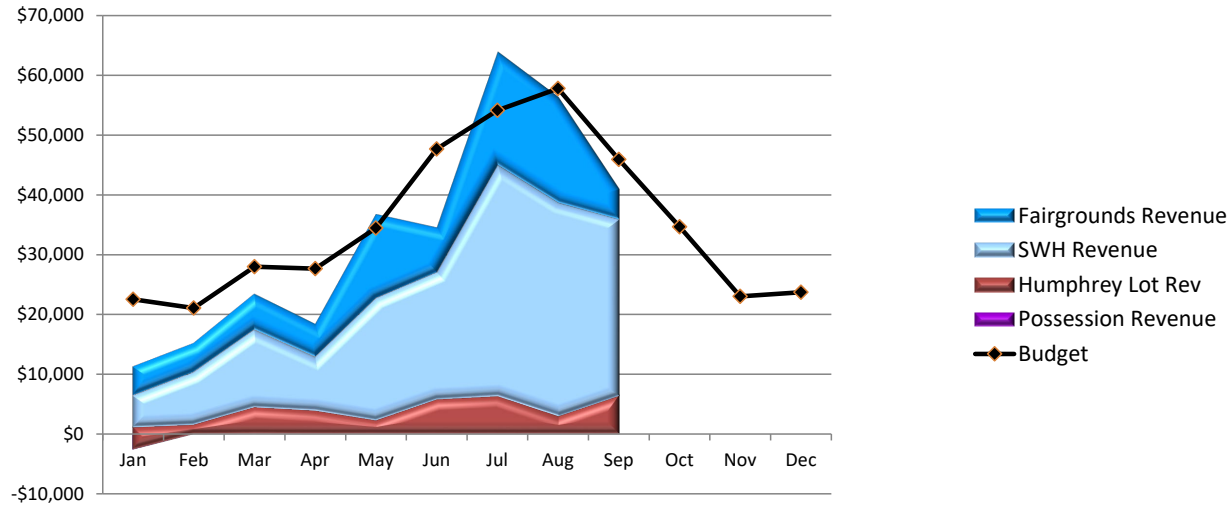


## 2024 Fairgrounds Capital Revenue and Expenses

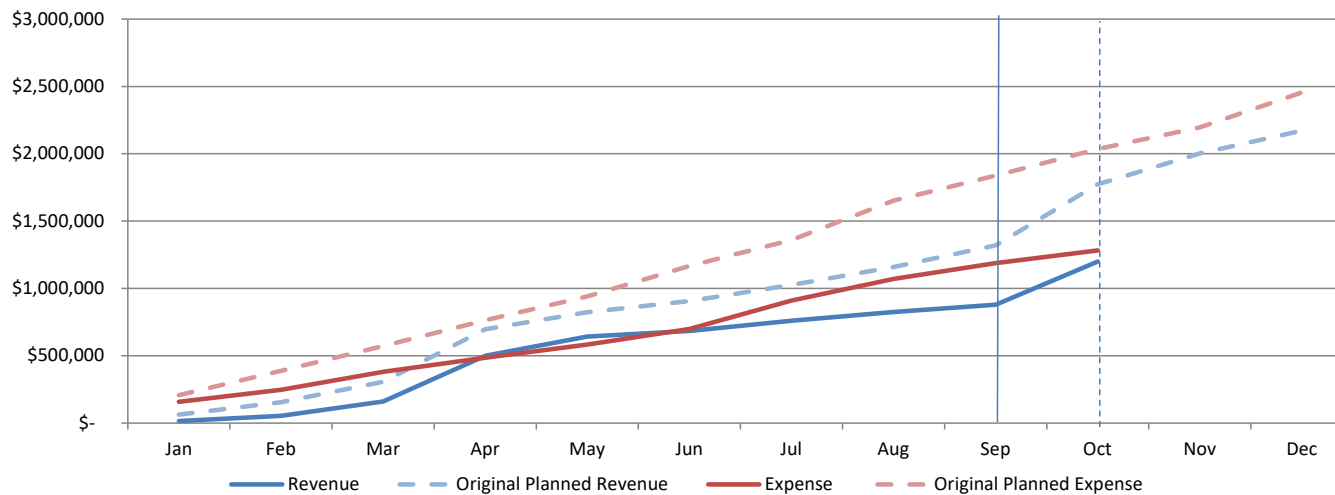


Port of South Whidbey  
2024 Projections

### 2024 Operating Revenues

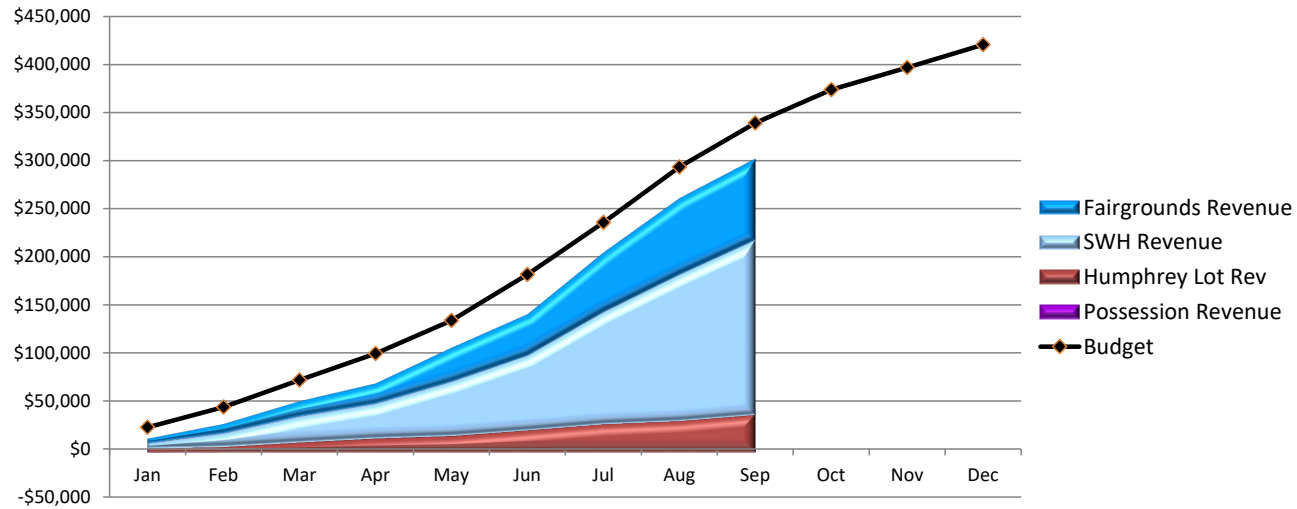


### 2024 Total Revenues vs. Total Expenses

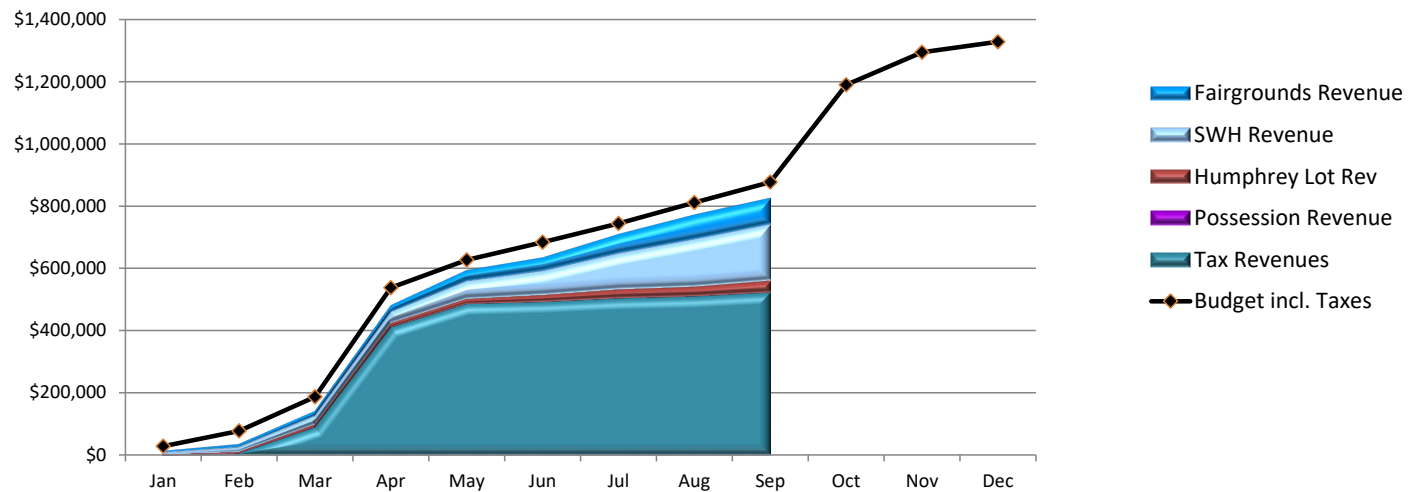


Port of South Whidbey  
2024 Projections

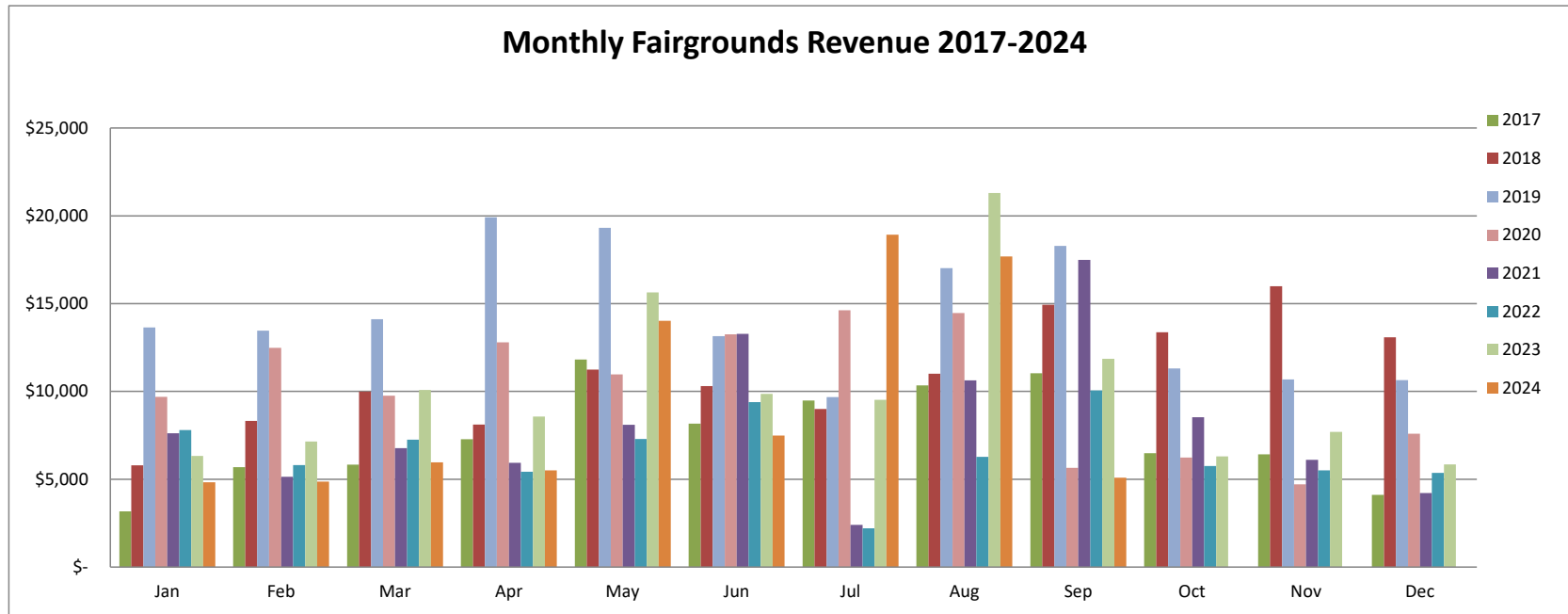
### 2024 Operating Revenues (Cumulative)



### 2024 Revenues incl. Taxes (Cumulative)



**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	\$ 18,921	\$ 17,682	\$ 5,090	\$ -	\$ -	\$ -	\$ 84,379
<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

# Port of South Whidbey

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## Langley Harbor Steel Batter Pile Cathodic System Design Study

**Prepared By:  
Philip Simon P.E.  
(California Corrosion Engineer #CR709)**

**8/7/2024**

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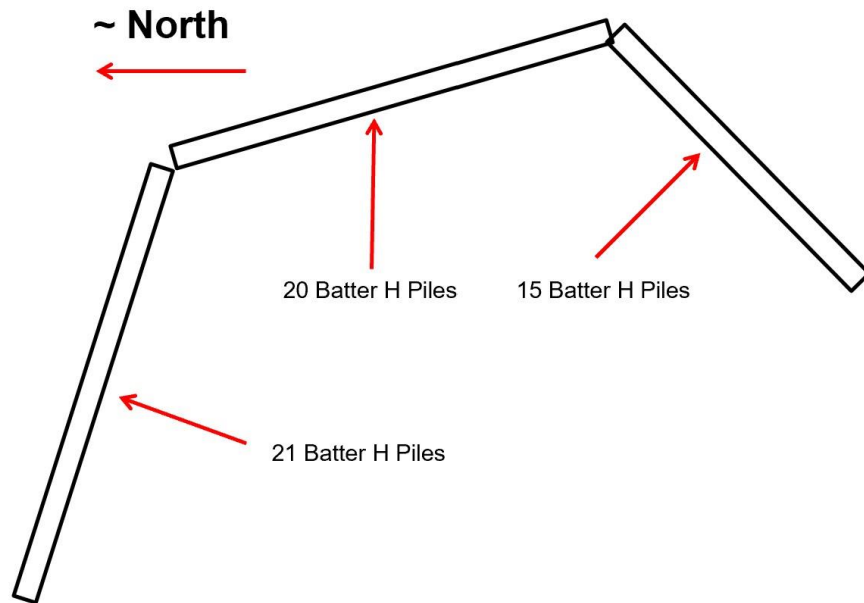
**Appendix A: Galvotec Aluminum Piling Anode Specifications**  
**Appendix B: : Material Price Quotes**



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## 1.0 INTRODUCTION

The inside of the inner harbor wood pile breakwater at the Port of South Whidbey marina is supported by steel batter H piles. Figure 1 shows the distribution of these 51 piles.



**Figure 1. Steel Batter Pile Distribution**

Steel is subject to severe corrosion damage from exposure to seawater (including brackish water – often present in Langley from the Snohomish River runoff). Almost universally, a combination of a dielectric coating and cathodic protection (CP) is used to mitigate corrosion activity and the resultant structural damage to marine structure support piling. When this section of the harbor was built (~1985) these batter piling were installed with a coal tar epoxy coating (state of the art at the time) but without CP. A good dielectric coating isolates the surface of the steel from the electrochemical reaction at the steel/environment interface and CP provides mitigation of this activity at flaws in the coating. Adequate CP extends the life of the coating and the coating minimizes the exposed steel area to reduce the CP current requirement.

Coal tar epoxy generally has a 25 year life in seawater exposure and these piling were installed nearly 40 years ago. I performed CP current requirement testing on them about 8 years ago. This testing indicated that adequate corrosion mitigation could be maintained with approximately 2 amperes of applied current. Based on this current requirement it was calculated that at the that time about 99% of the coating was intact. I completed an engineering report and conceptual design for a simple galvanic anode (zinc) system and presented it to the Harbormaster at the time (copy now unavailable). No action was taken and the coating has deteriorated to the point that there are areas of visible corrosion activity particularly at the lower sections of some piles.

The visible corrosion damage appears to have not yet reached the point to affect the structural integrity of affected piles. However, without additional corrosion control structural damage to the breakwater will eventually occur. Figure 2 shows the active corrosion in the lower tidal zone on one of

the piles in the North section of the breakwater. Figure 3 in a photo of the typical coal tar coating in good condition in the upper tidal zone (indicated by black color under barnacle marine growth).



**Figure 2. Corrosion Damage in The Inner Web of H-pile**





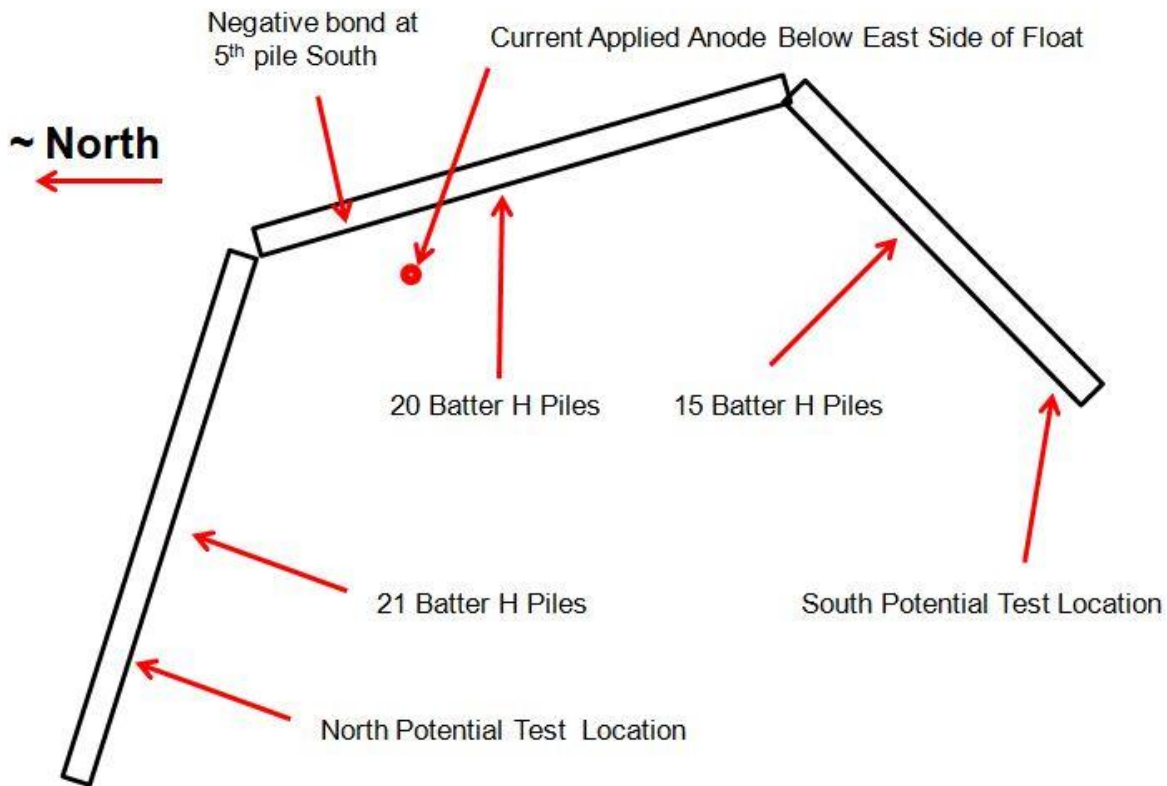
**Figure 3: Good Coating Condition in Upper Tidal Zone**

## **2.0 CATHODIC PROTECTION CURRENT REQUIREMENT TESTING**

Sea water is one of the most corrosive natural environments on Earth due to its extremely low electrical resistivity and high chloride content. The purpose of a cathodic protection system is to control corrosion of the submerged and mud zone areas of the steel by passing a small, continuous DC current from the anodes through the water to the steel surface. The system also provides protection to the tidal zone while submerged and to some degree due to residual polarization when exposed during the tidal cycles. Typical CP current requirements for adequate corrosion control of steel marine environments are 10 mA/sq. ft. (0.01 Amps) in the water zone, 0.1 mA/sq. ft. (0.0001 Amps) in a well-coated tidal zone and 1.5 mA/sq. ft. (0.0015 Amperes) the mud zone.

CP current requirement testing for these piles was repeated during March and April 2024. The current was applied from a temporary impressed current anode rod suspended from a float near the center of the inside of the breakwater and DC rectifier. The test current was returned through a negative bond cable attached to the 5<sup>th</sup> pile south of the NW corner of the breakwater (Figure 4). Polarization testing

with a Ag-AgCl reference cell indicated that all the piling are electrically connected through a 1 ½" ? diameter steel bar welded to the top of each pile.



**Figure 4. Negative Bond and Test Locations During CP Current Requirement Testing**

International standards (NACE SP0169-2013 and DNV RP BP401) have been developed to describe methods to determine the effectiveness of applied CP on buried or submerged steel structures. These methods involve measuring the electrical potential between the surface of the metal and a standard, calibrated reference cell in the adjacent electrolyte (water or soil). Adequate cathodic protection is indicated by;

- 1) A potential of or more negative than -0.850 Volts (-850 mV) to a Cu-CuSO<sup>4</sup> reference cell (CP current "instant off" or IR corrected)
- 2) Or a negative polarization increase from the native potential of or more than 0.100 Volts (100 mV)

Table 1 includes the applied current and pile potential polarization testing results. The marine Ag-AgCl reference cell used was calibrated to a standard Cu-CuSO<sup>4</sup> reference at +65.7 mV. The current applied varied with the tidal ranges because of the high percentage of pile area in the tidal zone. Repolarization demands during a rising tide from de-polarization of the pile area exposed to the air during falling tide affected the applied current. The testing indicated that adequate CP could be maintained (readings in green) in all conditions with an applied current of 5.6 Amperes. Based on the

estimated area of the piling exposed to the water, the typical 10 mA/sq.ft. CP current requirement in seawater this current indicates that 7.2% of steel is exposed or 92.8% of the coating is still intact.

**Table 1. Applied Current and Pile Potential Polarization Testing Results**

Date	Location				mV	Conditions
29-Mar	South	On	Off	Est IR mV		Native 0' tide - Surface water 34 Ohm-cm
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4		
Surface ~-8'			-624.5	-689.7		
			-624.3	-689.5		
	Neg Bond	On	Off	Est IR mV		
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4		
Surface ~-8'			-622.5	-687.7		
			-622.1	-687.3		
	North	On	Off	Est IR mV		3rd pile in - heavy corrosion evident ~ 0' to 5'
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4		
Surface ~-8'			-624.6	-689.8		
			-623.8	-689		
	Neg Bond	On	Off	Est IR mV		CP current On @2:56 5 Amps
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4		
Surface ~-8'	-673.6	-738.8	-622.5	-687.7	-51.1	
	-667	-732.2	-622.1	-687.3	-44.9	
Date	Location				mV	Conditions
30-Mar	Neg Bond	On	Off	Est IR mV		CP current 4.72 Amps @ 12:10 - tide 2.9' falling
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4		
Surface ~-8'	-763.8	-829	-734.6	-799.8	-29.2	
	-763.3	-828.5	-736.8	-802	-26.5	112.1
						114.3
Date	Location				mV	Conditions
31-Mar	Neg Bond	On	Off	Est IR mV		CP current 4.62 Amps @ 2:10 - tide 1.2' falling
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4		
Surface ~-8'	-787.2	-852.4	-758	-823.2	-29.2	
	-785.2	-850.4	-759.4	-824.6	-25.8	135.5
						136.9
Date	Location				mV	Conditions
1-Apr	Neg Bond	On	Off	Est IR mV		CP current 4.83 Amps @ 12:45 - tide 5.3' falling Murky surface water 30 ohm-cm
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4		
Surface ~-8'	-779.6	-844.8	-750.3	-815.5	-29.3	
	-779.5	-844.7	-750.4	-815.6	-29.1	127.8
						127.9
Date	Location				mV	Conditions
2-Apr	Neg Bond	On	Off	Est IR mV		CP current 4.67 Amps @ 12:30 - tide 7.6' falling after 8.7' high after 7.8' neap low
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4		
Surface ~-8'	-780.2	-845.4	-752.5	-817.7	-27.7	
	-779.2	-844.4	-753.2	-818.4	-26	130
						130.7
Date	Location				mV	Conditions
3-Apr	Neg Bond	On	Off	Est IR mV		CP current 4.51 Amps @ 12:45 - tide 8.3' falling after 8.7' high after neap low
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4		
Surface ~-8'	-771.2	-836.4	-742.6	-807.8	-28.6	
	-772.1	-837.3	-745.6	-810.8	-26.5	120.1
						123.1
Date	Location				mV	Conditions
4-Apr	Neg Bond	On	Off	Est IR mV		CP current 4.4 Amps @ 12:30 - tide 8.5' falling after 8.7' high after neap low
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4		
Surface ~-8'	-783.7	-848.9	-753.4	-818.6	-30.3	
	-782.1	-847.3	-754.2	-819.4	-27.9	130.9
						131.7
						<b>Increased CP to 5.52 Amps</b>
Date	Location				mV	Conditions
5-Apr	Neg Bond	On	Off	Est IR mV		CP current 5.35 Amps @ 1:30 - tide 8.7' rising after 5.4' neap low
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4		
Surface ~-8'	-771.2	-836.4	-742.6	-807.8	-28.6	
	-772.1	-837.3	-745.6	-810.8	-26.5	120.1
						123.1
						Very murky surface water 36 ohm-cm



Table 1, Continued

Date	Location					mV	Conditions
6-Apr	South	On	Off	Est IR mV			CP current 5.35 Amps @ 1:40 - low tide 1.9' rising
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-766.1	-831.3	-765	-816.4	-1.1	140.5	
~-8'	-766.3	-831.5	-742.9	-816.7	-23.4	118.6	
	Neg Bond	On	Off	Est IR mV			
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-848.5	-913.7	-816.4	-881.6	-32.1	193.9	
~-8'	-845.7	-910.9	-816.7	-881.9	-29	194.6	
	North	On	Off	Est IR mV			
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-768.5	-833.7	-760	-825.2	-8.5	135.4	
~-8'	-773.8	-839	-742.9	-808.1	-30.9	119.1	
Date	Location					mV	Conditions
9-Apr	Neg Bond	On	Off	Est IR mV			CP current 5.42 Amps @ 12:00 - tide -0.8' falling
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-884.3	-949.5	-852.6	-917.8	-31.7	230.1	
~-8'	-883	-948.2	-855	-920.2	-28	232.5	
Date	Location					mV	Conditions
11-Apr	South	On	Off	Est IR mV			CP current 5.36 Amps @ 12:00 - tide 5.3' rising
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-804.4	-869.6				with IR 179.9	
~-8'	-768.5	-833.7				144.2	
	Neg Bond	On	Off	Est IR mV			
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-891.3	-956.5	-860.5	-925.7	-30.8	238	
~-8'	-887.9	-953.1	-861.8	-927	-26.1	239.7	
	North	On	Off	Est IR mV			3rd pile in - heavy corrosion evident ~ 0' to 5'
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-766.3	-831.5				with IR 141.7	
~-8'	-743.6	-808.8				119.8	
Date	Location					mV	Conditions
23-Apr	South	On	Off	Est IR mV			CP current 5.62 Amps @ 6:30 PM - tide 10.3' high
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-784.7	-849.9				with IR 160.2	
~-8'	-788.6	-853.8				164.3	
	Neg Bond	On	Off	Est IR mV			
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-860.2	-925.4	-825.3	-890.5	-34.9	202.8	
~-8'	-858.2	-923.4	-825.2	-890.4	-33	203.1	
	North	On	Off	Est IR mV			3rd pile in - heavy corrosion evident ~ 0' to 5'
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-763.9	-829.1				with IR 139.3	
~-8'	-766.4	-831.6				142.6	
Date	Location					mV	Conditions
24-Apr	South	On	Off	Est IR mV			CP current 4.82 Amps* @ 11:00 - tide -0.3' low * low current from rectifier output flaw
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-821.9	-887.1				with IR 197.4	
~-8'	-823.2	-888.4				198.9	
	Neg Bond	On	Off	Est IR mV			
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-911.7	-976.9	-880.7	-945.9	-31	258.2	
~-8'	-908.7	-973.9	-880.3	-945.5	-28.4	258.2	CP current reset to 5.3 Amps
	North	On	Off	Est IR mV			
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4			
Surface	-793.5	-858.7				with IR 168.9	
~-8'	-748.2	-813.4				124.4	

Table 1, Continued

Date	Location				mV	Conditions
24-Apr	South	On	Off	Est IR mV		
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4	with IR	CP current 5.14 Amps @ 4:50 PM - tide 8' rising
Surface	-808.9	-874.1			184.4	
~-8'	-810.9	-876.1			186.4	
	Neg Bond	On	Off	Est IR mV		
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4		
Surface	-887.2	-952.4	-854.5	-919.7	-32.7	232
~-8'	-877.9	-943.1	-846.6	-911.8	-31.3	224.5
	North	On	Off	Est IR mV		
	AgCl	Cu-CuSo4	AgCl	Cu-CuSo4	with IR	
Surface	-789	-854.2			164.4	
~-8'	-792.6	-857.8			168.8	

### 3.0 PROPOSED CATHODIC PROTECTION SYSTEM DESIGN

An impressed current system with single non-consumable anode, powered by DC rectifier similar to the that used during the current retirement testing. However, such a system would require a continuous 120 Volt AC power supply and cabling, as well as monthly rectifier monitoring. A Galvanic CP would not require AC power and only an annual visual inspection of the cable, suspension hardware and and remaining anode size. Available galvanic anode materials for seawater installations are Zinc and activated Aluminum alloy. Aluminum anodes are more efficient with a consumption rate of 7.6 #/amp-year while Zinc has a consumption rate of 24 #/amp-year. The proposed CP system would include six 175 pound Aluminum pier-piling anodes distributed evenly throughout the breakwater based on the calculations below.

Resistance in 34 Ohm-cm Water

Anode	#	Length "	Dia. "	= Ohms
GA-A-P-175	175	36	7	0.160125

Single Anode Current in 34 Ohm-cm Water

Amps @ Polarized V

0.85	0.624
0.936769	2.348168

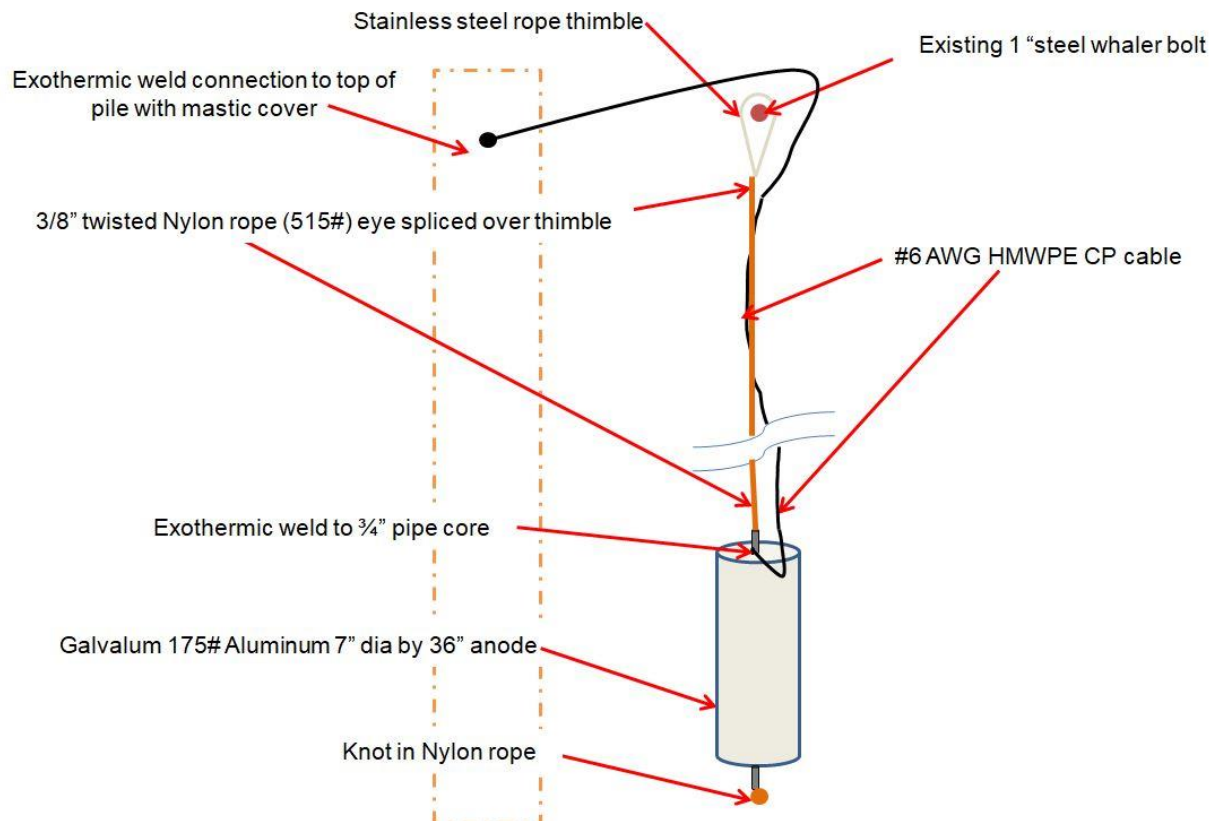
Life at 80% consumption and 7.6 #/a-yr

0.850 V	0.624 V
19.66 Years	7.84 Years

Total Applied Current with 6 anodes

at 0.850 V	at 0.624 V
5.62 Amps	14.09 Amps

The proposed system would provide 14.1 Amperes of CP current at the native (freely corroding) potential for rapid protective polarization. At a polarized of 850 mV the system would provide a maintenance current of 5.6 Amperes with a nominal life of 20 years. Each anode assembly would be suspended from an existing whaler bolt just above the top of a pile and bonded as shown in Figure 5.



**Figure 5 Anode Assembly and Installation Detail**

#### 4.0 RECOMMENDATIONS

Install the proposed Galvanic cathodic protection system to mitigate further coating damage and corrosion activity (loss of wall section) to the breakwater support steel batter H piles. The system could be installed by Port personnel, with my assistance, in two to four days. Table 2 is a bill of materials and estimated prices for this proposed CP system.

**Table 2 Proposed Galvanic CP Bill of Materials and estimated cost.**

Item #	Quantity	Description	Unit Price	Total	Supplier
1	6	Galvotec 175# Aluminum pier anodes # GA-A-P- 175 w 3/4" pipe core	\$ 448.00	\$ 2,688.00	Farwest Corrosion
2	120 feet	#6 AWG Cathodic Protection Cable	\$ 1.22	\$ 146.40	"
3	1	Cadweld Mold for 3/4" pipe #CCAHA-1HA	\$ 103.00	\$ 103.00	"
4	1	Cadweld Mold flat surface #CCAHA-1H	\$ 103.00	\$ 103.00	"
5	1	Cadweld T320 Flint ignitor	\$ 16.00	\$ 16.00	"
6	20	CA15 Cadweld Shots	\$ 3.80	\$ 76.00	"
7	1	Gallon Mastic for Cadweld connections	\$ 68.00	\$ 68.00	"
6	200 feet	Twisted Nylon Rope	-	\$ 31.20	Grainger
7	6	Stainles Steel Rope Thimble	\$ 7.17	\$ 43.02	Grainger
8	1	G-Flex epoxy resin/hardner 32 oz.	\$ 89.99	\$ 89.99	West marine
9	misc	ty-raps, clamps, etc		\$ 100.00	
<b>Total Estimated Material Cost</b>				<b>\$ 3,464.61</b>	



## **APPENDIX A: GALVOTEC ALUMINUM PILING ANODE SPECIFICATIONS**



ISO 9001 Certified  
ISO 17025 Accredited cert. #3612.01

# Galvotec Aluminum Anodes

## Pier & Piling Anodes



Unless Specified, the following steel core size will be supplied

Type "E"	1/2" Eyebolt
Type "P"	Std 3/4" Pipe
Type "R"	1/2" dia. Rod

All Pier & Piling Anodes below are available as type "E", "P", or "R"

Internal Cores are all continuous mild steel

Product I.D	Wt		W		H		L	
	lbs	kg	in	mm	in	mm	in	mm
GA-A-P-240	240	108.9	10	254	10	254	24	610
GA-A-P-175	175	79.4	7	178	7	178	36	914
GA-A-P-120	120	54.4	10	254	10	254	12	305
GA-A-P-120-1	120	54.4	7	178	7	178	24	610
GA-A-P-120-2	120	54.4	5	127	5	127	48	1219
GA-A-P-100	100	45.4	4	102	4	102	60	1524
GA-A-P-90	90	40.8	7	178	7	178	18	457
GA-A-P-90-1	90	40.8	5	127	5	127	36	914
GA-A-P-60	60	27.2	7	178	7	178	12	305
GA-A-P-60-1	60	27.2	5	127	5	127	24	610
GA-A-P-60-2	60	27.2	4	102	4	102	38	965
GA-A-P-30	30	13.6	3	76	3	76	34	864

Nominal Weights and Dimensions



ISO 9001 Certified  
ISO 17025 Accredited cert. #3612.01

## **GA Galvotec Aluminum Anodes**

Galvotec has been producing sacrificial (galvanic) Aluminum Anodes since 1984. Quality workmanship, on time deliveries, and an experienced dedicated staff has lead Galvotec to become Americas leading producer of sacrificial anodes.

Aluminum Anodes are typically used in salt water or marine environments where Cathodic Protection is required. Galvotec meets or exceeds industry standards and can manufacture any standard or custom anode type you may require.

Galvotec's laboratory is accredited to insure quality with respect to chemical composition and electrochemical performance. Each heat is analyzed for chemical composition prior to casting.

### **Composition Of Aluminum Anode Alloys %**

<b>Element</b>	<b>Galvotec III<sup>1</sup></b>	<b>Galvotec CW III<sup>2</sup></b>	<b>MIL- DTL24779D(SH) conventional</b>	<b>MIL- DTL24779D(SH) Low voltage</b>
Zinc (Zn)	2.80 - 6.50	4.75 - 5.75	4.0 - 6.5	0.15 max.
Indium (In)	0.010 - 0.020	0.016 - 0.020	0.014 - 0.020	0.005 max.
Silicon (Si)	0.08 - 0.2	0.08 - 0.12	0.08 - 0.20	0.10 max.
Copper (Cu)	0.006 max.	0.003 max.	0.005 max.	0.005 max.
Iron (Fe)	0.120 max.	0.060 max.	0.08 max.	0.08 max.
Mercury (Hg)	-	-	0.0001 max.	0.0001 max.
Cadmium (Cd)	0.002 max.	0.002 max.	0.002 max.	0.002 max.
Gallium	-	-	0.02 max.	0.092 - 1.110
Others Ea.	0.02 max.	0.02 max.	-	**
Others Total	0.05 max.	0.05 max.	-	-
Aluminum	Balance	Balance	Balance	Balance

### **Electrochemical Properties**

	<b>Galvotec III<sup>1</sup></b>	<b>Galvotec CW III<sup>2</sup></b>
Electrode Potential (Cu/Cu SO <sub>4</sub> )	-1.15 V	-1.15 V
Nominal Efficiency	85%	85%
Nominal Ampere Hours / Pound	1150	1150

NOTE: 1. Galvotec III Alloy has been utilized on multiple projects around the world for over 30 years

2. Galvotec CW III Alloy has been the preferred composition of the major offshore oil companies for deep and cold water applications

## **APPENDIX B: MATERIAL PRICE QUOTES**



## FARWEST CORROSION CONTROL COMPANY

*Complete Cathodic Protection &  
Corrosion Control Solutions*

### Northwest Region

909 SE Everett Mall Way, Suite A-125, Everett, WA 98208

Tel: (425) 290-8832 Fax: (425) 290-8773

Toll Free: (888) 532-7937

[FarwestCorrosion.com](http://FarwestCorrosion.com)

*Certified Minority Business Enterprise*

### PROPOSAL

<b>Customer:</b>	Mears	<b>Date:</b>	7/31/2024
<b>Attention:</b>	Phil Simon	<b>Quote No.:</b>	24-1965 SM
<b>Address:</b>		<b>Taxable:</b>	No
<b>Phone:</b>		<b>Terms:</b>	Net 30
<b>Fax:</b>		<b>Page:</b>	1 of 1
<b>Email:</b>	<a href="mailto:Phil.Simon@Mears.net">Phil.Simon@Mears.net</a>	<b>Validity:</b>	30 days
<b>Proj. Name:</b>	RFQ	<b>Freight Cost:</b>	tax & shipping not included

<b>F.O.B.:</b>	Texas	<b>Est. Time to Ship:</b>	2 Weeks
	Downey, CA		plus time in transit

Quantity	Product Description	Unit Price	UOM	Total Price
	Please include quote number on all subsequent orders			
6	Galvotec 175# Aluminum pier anode GA-A-P-175 w 3/4" pipe core	\$448.00	EA	\$2,688.00
120	#6 AWG HMWPE Cathodic Protection Cable	\$1.22	FT	\$146.40
1	Cadweld Mold for 3/4" pipe # CCAHAA-1HA 03-11030	\$103.00	EA	\$103.00
1	Cadweld T320 Flint ignitor 03-14035	\$16.00	EA	\$16.00
20	CA-15 Erico charge	\$3.80	EA	\$76.00
1	ROYSTON A51+ MASTIC, 1-GAL CANS 101-50000	\$68.00	EA	\$68.00
	NOTE: EXCLUDES FREIGHT & SALES TAX*			
	Material TOTAL			\$3,097.40

**Quoted By:** *Susana Medellin*

**Email Address:** [smedellin@FarwestCorrosion.com](mailto:smedellin@FarwestCorrosion.com)

**Important Notes:** 1. If purchase quantities change from quoted quantities, prices may need to be adjusted. 2. Applicable sales tax will apply unless a resale or exemption certificate is provided. 3. The shipping date provided is an estimate and may be subject to change. 4. Freight charges are NOT included unless otherwise noted. 5. Net 30 day terms are provided with an existing account in good standing or upon our approval of required credit information from client.

**Return Policy:** All returned material requires written approval. Material can be returned within 60 days of purchase. Custom, made-to-order, special or unique items are not returnable. We will not accept returns for liquid epoxy coatings. Freight to return material is to be paid by the customer. Only items returned in original packaging and in resalable condition will be refunded. A minimum 25% Restocking Fee will be applied on all returned materials. Original outbound shipping charges will be deducted from the refund. Errors made by Farwest Corrosion will be completely refunded.





**Norton Corrosion Limited, LLC**

8820 222<sup>nd</sup> Street SE, Woodinville, WA 98077  
Phone (425) 483-1616  
mmorken@nortoncorrosion.com  
www.nortoncorrosion.com

August 2, 2024

Mears Group, Inc.  
**Attn: Phil Simon**  
Ph: 360-632-2765  
[Phil.Simon@Mears.net](mailto:Phil.Simon@Mears.net)

Subject: **CATHODIC PROTECTION MATERIALS  
PORT OF SOUTH WIDBEY ISLAND LANGLEY HARBOR**

Dear Phil:

Norton Corrosion Limited (NCL) is pleased to provide you with this cost proposal for cathodic protection (CP) materials per item and quantities indicated in your email of 7/26/2024. Contractor to confirm descriptions and quantities are accurate. Please consider the following:

**Clarification notes:**

1. Please note that our limit for customers paying invoices with a credit card is \$10,000.00.
2. If material submittals are required, then add \$184.00 to the total below.
3. Item 1 is custom made to order, cancellations, returns, or refunds are not accepted. Estimated freight is included in item 1 from the manufacturer.
4. The pricing below is based on the descriptions and quantities offered. If either the descriptions or quantities change, NCL reserves the right to adjust pricing accordingly.

Item	Quantity	Description	Unit Cost	Ext. Cost
<b>CP Materials</b>				
1	6 ea.	Galvotec 175# Aluminum pier anode GA-A-P-175, 7" x 7" x 36" w/ 3/4" pipe core extending 3" out each end. 42" OAL.	\$927.07	\$5,562.42
2	120 ft.	#6 AWG HMWPE cathodic protection cable	\$1.88	\$225.60
3	1 ea.	Cadweld Mold for 3/4" pipe model # CAHAA-1HA	\$120.00	\$120.00
4	1 ea.	Cadweld model T320 flint ignitor	\$8.06	\$8.06
5	1 ea.	Box of 20 CA15 Cadweld shots	\$3.15	\$63.00
6	1 ea.	Gallon Mastic for Cadweld connections (offering R28)	\$122.12	\$122.12
7	1 ea.	Packaging and handling	\$120.00	\$120.00
8	1 ea.	Estimated freight for items 2-6 to Langley Habor South Whidbey Island, WA	\$150.00	\$150.00
<b>Total CP Materials</b>				<b>\$6,371.20</b>



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

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

## Memo

Date: November 1, 2024  
To: South Whidbey School District Board  
From: Angi Mozer, Port Executive Director  
Re: Request to Participate in Housing Feasibility Study

The Port of South Whidbey (Port) is exploring the feasibility of creating workforce housing in combination with rebuilding the concession (food booth) building located on the northern border of the Fairgrounds. This study is funded by Island County.

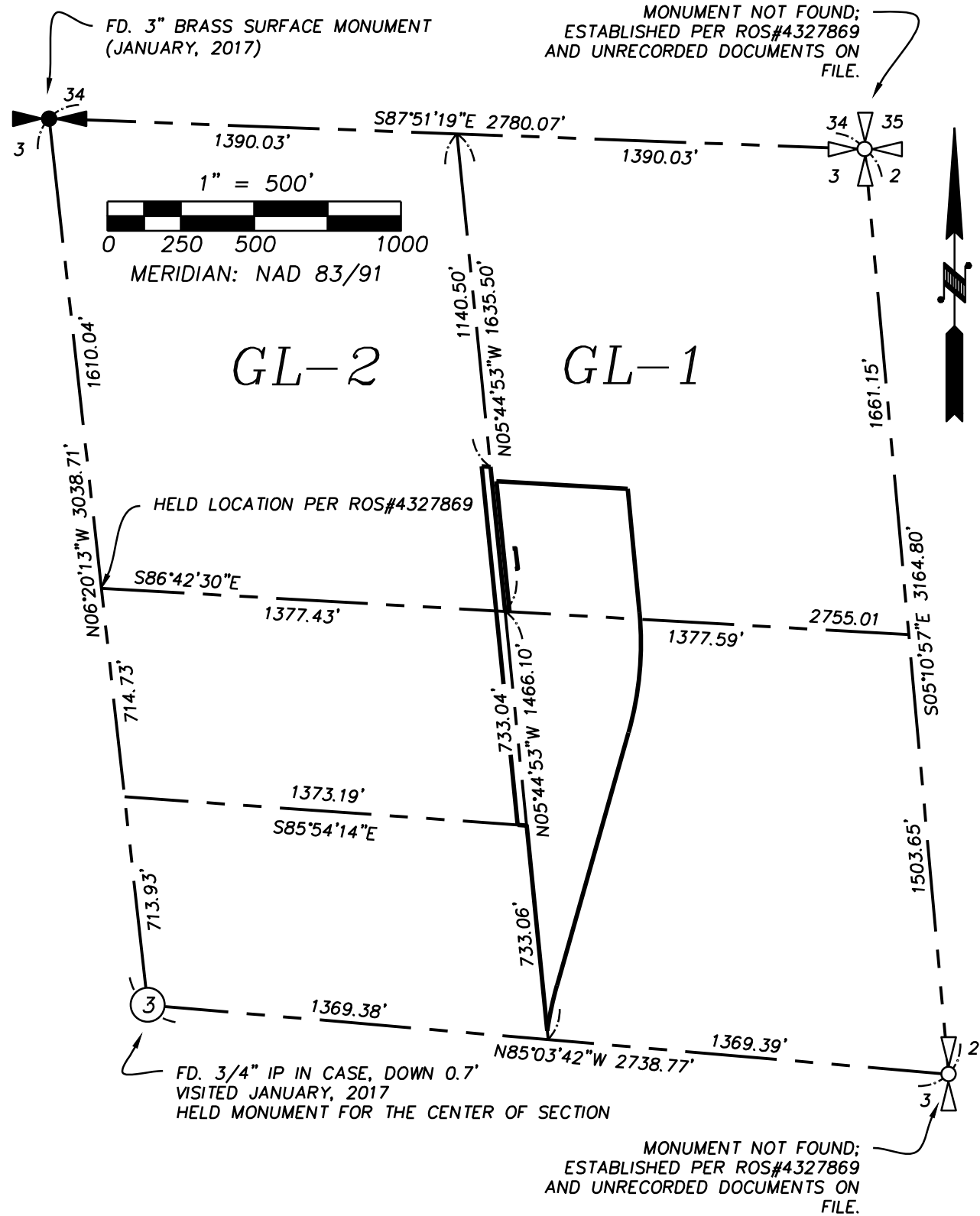
This feasibility study includes identifying existing infrastructure, (water, sewer, power etc.) and any other possible obstacles or requirements that exist specific to that site. These would include but are not limited to City Zoning codes, Building codes, Fire Codes, and County Health codes.

The results of this feasibility study will provide the Port with potential options for housing there, if that exists.

During this process the Port discovered a boundary line encroachment onto School District property. This initiated a discussion with School District staff and eventually Board members. During these conversations and the description of the constraints that were coming to light at the proposed site, Board members and staff expressed awareness of the housing need and cautiously suggested more conversation surrounding possible use of school district property. Therefore the Port Commission approached the School Board and asked if the Port could include School District property in the feasibility study.

This would include but not be limited to: Zoning requirements, infrastructure availability, issues regarding the existing alleyway, and explore the use of +/- 60 feet of the southern portion of the baseball field along the boundary. The ultimate intention of this feasibility study is to provide both the Port and the School District with sufficient information to facilitate educated discussion of housing possibilities on the respective public properties without as much speculation. If agreed upon, this change of scope is subject to approval by the Board of Island County Commissioners.

The activities for the Port's established project are defined in the attached "Port of South Whidbey 2022 RCED Grant Application – Amended." The funding agreement between the Port and Island County, and its subsequent amendment, are attached for convenience.



LEGAL DESCRIPTION

(Per Land Title Subdivision Guarantee Order No. 03-160996-0, dated February 13, 2017)

**PARCEL A:**  
That portion of Government Lot 1, Section 3, Township 29 North, Range 3 East of the Willamette Meridian, described as follows:

Beginning at a point 20 feet North of the Southwest corner of said Government Lot 1;  
thence running East 29 rods and 8 feet (486.50 feet) to the margin of the county road;  
thence North along and with the margin of the said road 26 rods and 8 feet (437 feet);  
thence West 30 rods and 15 feet (510 feet) to the line between Government Lot 1 and Government Lot 2 of said Section 3  
to a point on the said line 26 rods and 8 feet (437 feet) North of the point of beginning;  
thence South along the said line between Government Lot 1 and Government Lot 2 of said Section 3 to the place of beginning;

EXCEPT that portion conveyed to the Town of Langley by deed dated April 11, 1955 and recorded June 20, 1955, under Auditor's File No. 99003, records of Island County, Washington;

TOGETHER WITH that portion of Government Lot 1, Section 3, Township 29 North, Range 3 East of the Willamette Meridian, described as follows:

Beginning at the Southwest corner of said Government Lot 1;  
Running thence East 29 rods and 8 feet (486.50 feet);  
thence North 20 feet;  
thence West to a point on the West line of said Government Lot 1, 20 feet North of the Southwest corner of said Government Lot 1;  
thence South to the Southwest corner of said Government Lot 1;

EXCEPT that portion conveyed to the town of Langley by deed dated April 11, 1955 and recorded June 20, 1955, under Auditor's File No. 99003, records of Island County, Washington;

ALSO TOGETHER WITH the East 30 feet of the following described tract:  
Beginning at the Southeast corner of Government Lot 2, Section 3, Township 29 North, Range 3 East of the Willamette Meridian;

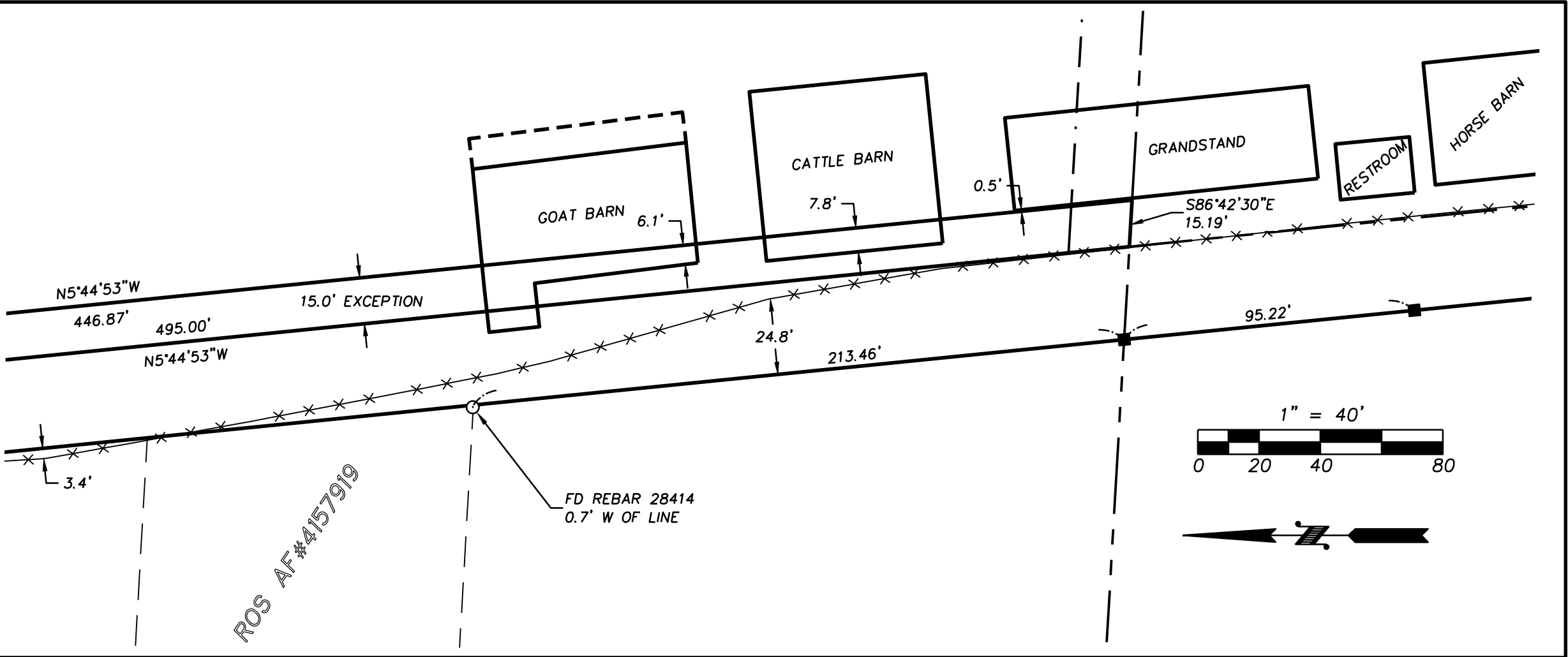
thence North 495 feet;  
thence West 200 feet;  
thence South 495 feet;  
thence East 200 feet to the point of beginning.

Situate in the County of Island, State of Washington.

**PARCEL B:**  
That portion of the Southeast Quarter of the Northeast Quarter of Section 3, Township 29 North, Range 3 East of the Willamette Meridian, lying Westerly of a 30 foot strip of land on the West side of the centerline of the existing road, which was conveyed to Island County by deed dated January 15, 1952 and recorded February 15, 1952 under Auditor's File No. 84991, records of Island County, Washington;

TOGETHER WITH the East 30 feet of the North half of the Southwest Quarter of the Northeast Quarter of said Section 3.

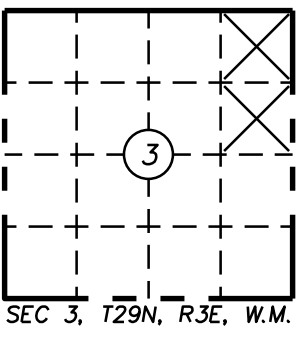
Situate in the County of Island, State of Washington.



SURVEY NOTES:

- Survey procedures & equipment:  
Equipment: Leica TCRP-1203+ Total Station with retro-prisms.  
Procedure: Field traverse and use of existing monumentation; all control traverse angles and distances double measured; meets or exceeds the standards contained in WAC 332-130-090.
- Distances are in feet and decimals thereof.
- All controlling monuments shown are of record, are locally accepted as representative of their purported positions, and were visited during the course of this survey unless otherwise noted.
- This survey does not purport to show all easements or encumbrances.
- Reference surveys: F.J. Waite Survey, AF#287594, circa 1952 (recorded by G.S. Rector in 1975); S. Thatcher Survey, AF#4157919; D.J. Albright Survey, AF#4212209; G.S. Rector Survey, AF#284354 (set monument at Center of Section).
- The 15' Exception running north & south near the west property line was deeded to the City of Langley under AF#99003. The intent of the deed was not stipulated. There is no evidence or roads or utilities in the 15' strip of land.
- The easement (Fairgrounds Road) running across the southerly portion of the property, AF#4204245, is called a "Public Right-of-Way Easement." It is not considered public right-of-way by this surveyor or the title company.

**AUDITOR'S CERTIFICATE**  
FILED FOR RECORD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.  
AT \_\_\_\_\_ M., IN VOLUME \_\_\_\_\_ OF SURVEYS, PAGE \_\_\_\_\_ UNDER  
AUDITOR'S FILE NO. \_\_\_\_\_, RECORDS OF ISLAND COUNTY AT  
THE REQUEST OF HARMS & ASSOCIATES, INC.  
COUNTY AUDITOR \_\_\_\_\_ DEPUTY AUDITOR \_\_\_\_\_



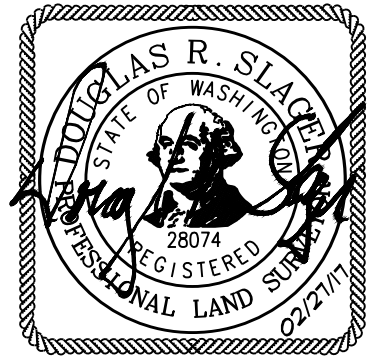
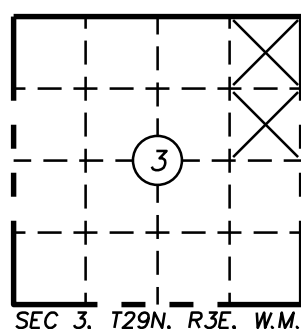
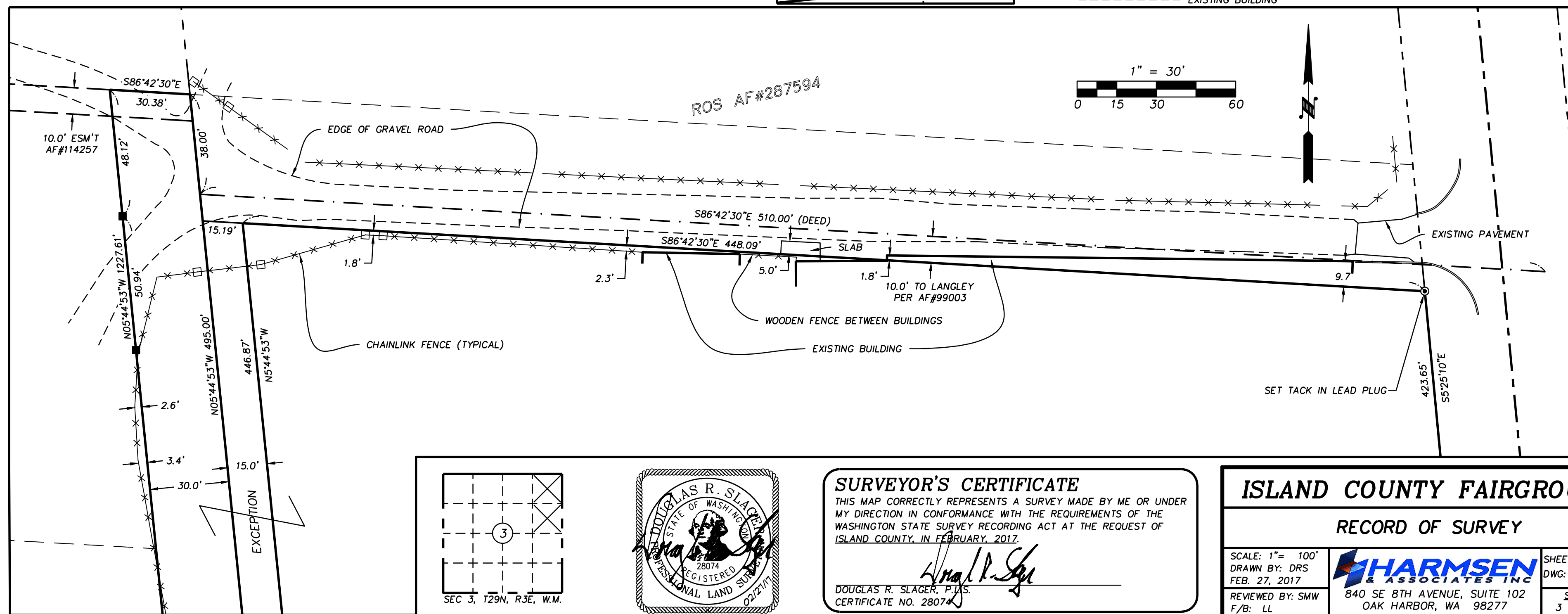
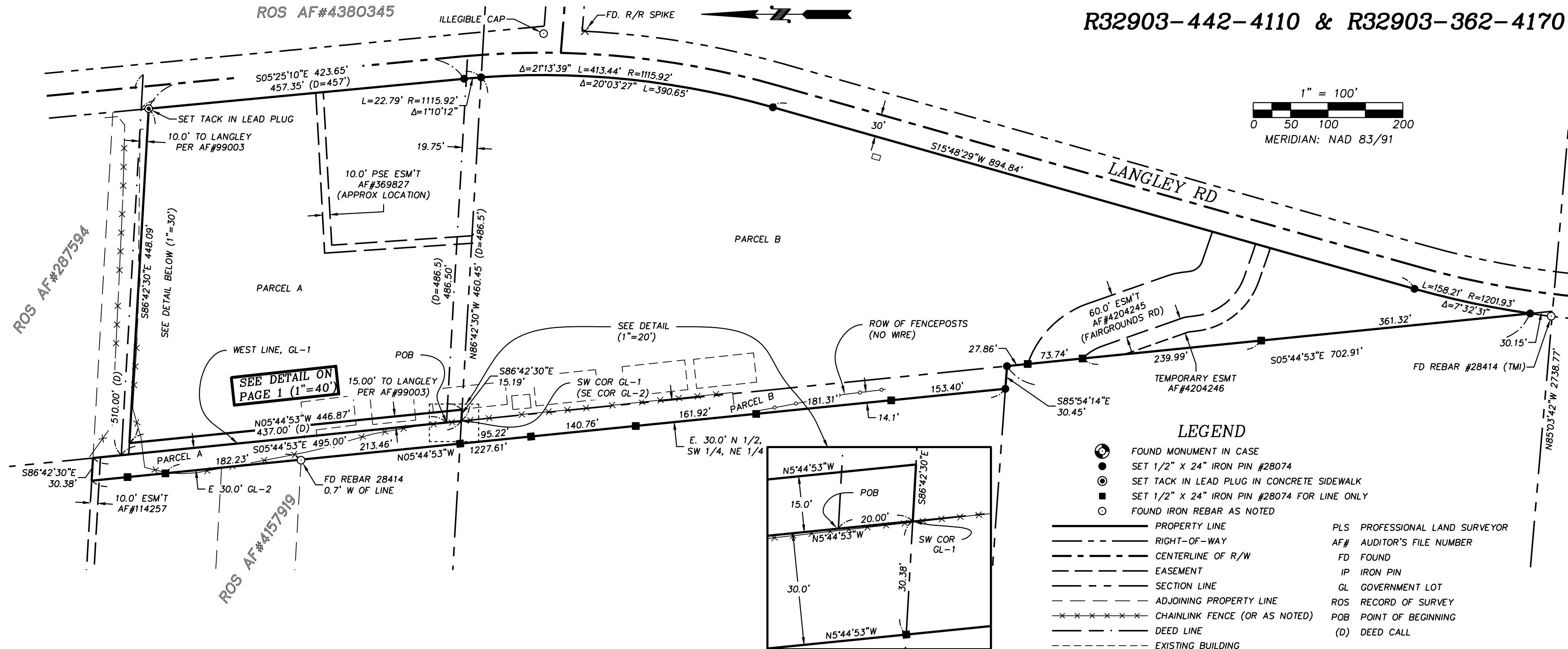
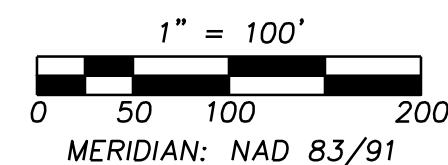
**SURVEYOR'S CERTIFICATE**  
THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE WASHINGTON STATE SURVEY RECORDING ACT AT THE REQUEST OF ISLAND COUNTY, IN FEBRUARY, 2017.  
\_\_\_\_\_  
DOUGLAS R. SLAGER, P.L.S.  
CERTIFICATE NO. 28074

**ISLAND COUNTY FAIRGROUNDS**  
**RECORD OF SURVEY**  
SCALE: 1"= 100'  
DRAWN BY: DRS  
FEB. 27, 2017  
REVIEWED BY: SMW  
F/B: LL  
JOB#: 17-009  
SHEET 1 OF 2  
DWG: 17-009 C3d  
S.T.R. INDEX  
3 - 29N - 3E  
E 1/2, NE 1/4



ROS AF#4380345

R32903-442-4110 & R32903-362-4170



### SURVEYOR'S CERTIFICATE

THIS MAP CORRECTLY REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECTION IN CONFORMANCE WITH THE REQUIREMENTS OF THE WASHINGTON STATE SURVEY RECORDING ACT AT THE REQUEST OF ISLAND COUNTY, IN FEBRUARY, 2017.

*Douglas R. Slager*  
DOUGLAS R. SLAGER, P.L.S.  
CERTIFICATE NO. 28074

### ISLAND COUNTY FAIRGROUNDS

#### RECORD OF SURVEY

SCALE: 1" = 100'  
DRAWN BY: DRS  
FEB. 27, 2017  
REVIEWED BY: SMW  
F/B: LL  
JOB#: 17-009

**HARMSEN & ASSOCIATES INC.**  
840 SE 8TH AVENUE, SUITE 102  
OAK HARBOR, WA 98277  
TEL: (360) 675-5973

SHEET 2 OF 2  
DWG: 17-009 C3d  
S.T.R. INDEX  
3 - 29N - 3E  
E 1/2, NE 1/4



EAST HALF, NE QUARTER, SECTION 3, TOWNSHIP 29 NORTH, RANGE 3 EAST, W.M.



LEGAL DESCRIPTION

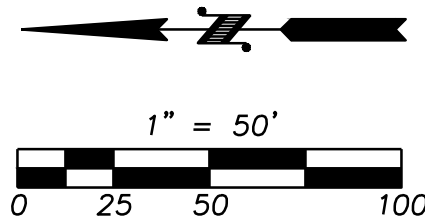
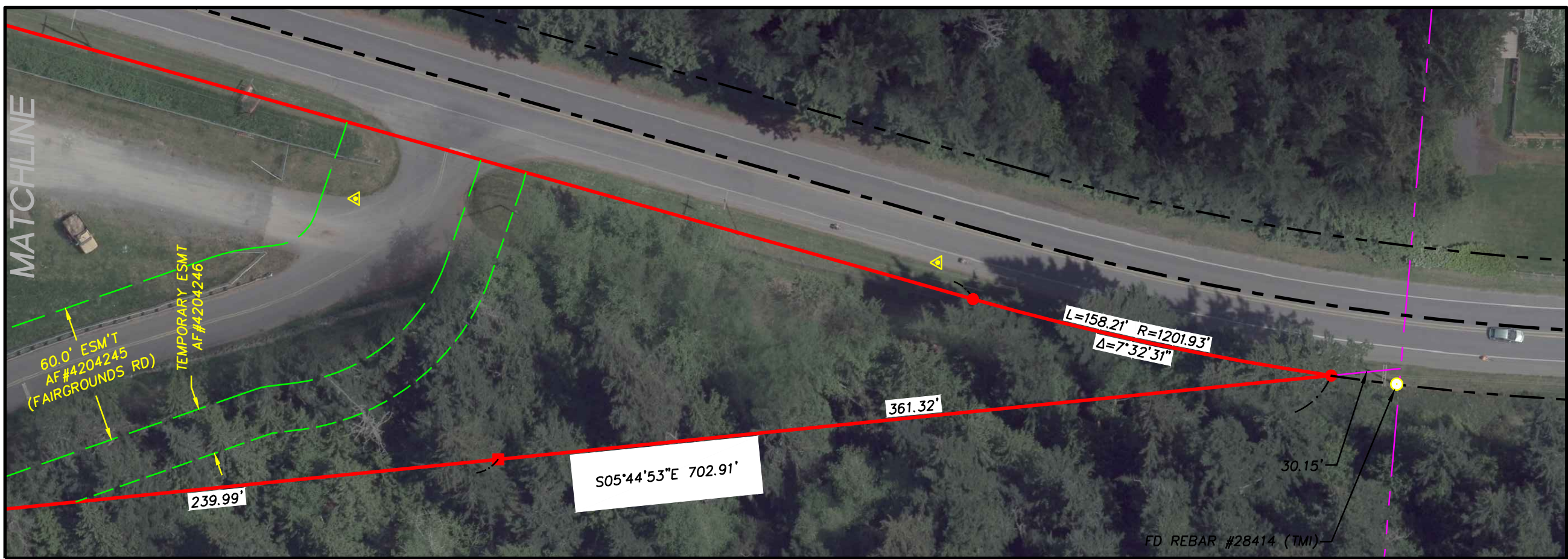
(Per Land Title Subdivision Guarantee Order No. 03-160996-0, dated February 13, 2017)

PARCEL A:  
That portion of Government Lot 1, Section 3, Township 29 North, Range 3 East of the Willamette Meridian, described as follows:  
Beginning at a point 20 feet North of the Southwest corner of said Government Lot 1;  
thence running East 29 rods and 8 feet (486.50 feet) to the margin of the county road;  
thence North along and with the margin of the said road 26 rods and 8 feet (437 feet);  
thence West 30 rods and 15 feet (510 feet) to the line between Government Lot 1 and Government Lot 2 of said Section 3 to a point  
on the said line 26 rods and 8 feet (437 feet) North of the point of beginning;  
thence South along the said line between Government Lot 1 and Government Lot 2 of said Section 3 to the place of beginning;  
EXCEPT that portion conveyed to the Town of Langley by deed dated April 11, 1955 and recorded June 20, 1955, under Auditor's File No. 99003, records of Island County, Washington;  
TOGETHER WITH that portion of Government Lot 1, Section 3, Township 29 North, Range 3 East of the Willamette Meridian, described as follows:  
Beginning at the Southwest corner of said Government Lot 1;  
Running thence East 29 rods and 8 feet (486.50 feet);  
thence North 20 feet;  
thence West to a point on the West line of said Government Lot 1, 20 feet North of the Southwest corner of said Government Lot 1;  
thence South to the Southwest corner of said Government Lot 1;  
EXCEPT that portion conveyed to the Town of Langley by deed dated April 11, 1955 and recorded June 20, 1955, under Auditor's File No. 99003, records of Island County, Washington;  
ALSO TOGETHER WITH the East 30 feet of the following described tract:  
Beginning at the Southeast corner of Government Lot 2, Section 3, Township 29 North, Range 3 East of the Willamette Meridian;  
thence North 495 feet;  
thence West 200 feet;  
thence South 495 feet;  
thence East 200 feet to the point of beginning.

Situate in the County of Island, State of Washington.

PARCEL B:  
That portion of the Southeast Quarter of the Northeast Quarter of Section 3, Township 29 North, Range 3 East of the Willamette Meridian, lying Westerly of a 30 foot strip of land on the West side of the centerline of the existing road, which was conveyed to Island County by deed dated January 15, 1952 and recorded February 15, 1952 under Auditor's File No. 84991, records of Island County, Washington;  
TOGETHER WITH the East 30 feet of the North half of the Southwest Quarter of the Northeast Quarter of said Section 3.

Situate in the County of Island, State of Washington.



LEGEND

- FOUND MONUMENT IN CASE
- SET 1/2" X 24" IRON PIN #28074
- SET 1/2" X 24" IRON PIN #28074 FOR LINE ONLY
- FOUND IRON REBAR AS NOTED
- SURVEY CONTROL POINT
- PROPERTY LINE
- RIGHT-OF-WAY
- CENTERLINE OF R/W
- EASEMENT
- SECTION LINE
- DEED LINE
- EXISTING BUILDING
- ADJOINING PROPERTY LINE
- FENCE (AS NOTED)

REVISIONS

DWN. BY: dts  
CHK. BY:  
DATE: 02/21/17  
JOB #: 17-009  
P/B #: LL  
SCALE: 1" = 50'

HARMSEN & ASSOCIATES INC.  
ENGINEERS SURVEYORS  
(360) 675-5973  
(360) 794-7811  
FAX: (360) 675-7255  
840 SE 8th AVENUE, SUITE 102  
OAK HARBOR, WA 98277

ISLAND COUNTY FACILITIES MANAGEMENT  
107 NE 6TH ST  
COUPEVILLE, WASHINGTON 98239  
ISLAND COUNTY FAIRGROUNDS  
SITE MAP

DRAWING:

S1

SHEET: 1 OF 1



TOPOGRAPHIC SURVEY IN A PORTION OF THE S 1/2, NE 1/4, SECTION 3, T 29N, R 3E, W.M.  
LANGLEY, ISLAND COUNTY, WASHINGTON

LEGAL DESCRIPTION

PARCEL A: R32903-442-4110  
PER BARGAIN AND SALE DEED AFN 4419853 DATED 03/31/2017

THAT PORTION OF GOVERNMENT LOT 1, SECTION 3, TOWNSHIP 29 NORTH, RANGE 3 EAST OF THE WILLAMETTE MERIDIAN, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT 20 FEET NORTH OF THE SOUTHWEST CORNER OF SAID GOVERNMENT LOT 1;  
THENCE RUNNING EAST 29 RODS AND 8 FEET (486.50 FEET) TO THE MARGIN OF THE COUNTY ROAD;  
THENCE NORTH ALONG AND WITH THE MARGIN OF THE SAID ROAD 26 RODS AND 8 FEET (437 FEET);  
THENCE WEST 30 RODS AND 15 FEET (510 FEET) TO THE LINE BETWEEN GOVERNMENT LOT 1 AND  
GOVERNMENT LOT 2 OF SAID SECTION 3 TO A POINT ON THE SAID LINE 26 RODS AND 8 FEET (437  
FEET) NORTH TO THE POINT OF BEGINNING;  
THENCE SOUTH ALONG SAID LINE BETWEEN GOVERNMENT LOT 1 AND GOVERNMENT LOT 2 OF SAID  
SECTION 3 TO THE PLACE OF BEGINNING;

EXCEPT THAT PORTION CONVEYED TO THE TOWN OF LANGLEY BY DEED DATED APRIL 11, 1955, AND  
RECORDED JUNE 20, 1955, UNDER AUDITOR'S FILE NO. 99003, RECORDS OF ISLAND COUNTY,  
WASHINGTON;

TOGETHER WITH THAT PORTION OF GOVERNMENT LOT 1, SECTION 3, TOWNSHIP 29 NORTH, RANGE  
3 EAST OF THE WILLAMETTE MERIDIAN, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID GOVERNMENT LOT 1;  
RUNNING EAST 29 RODS AND 8 FEET (486.50 FEET);  
THENCE NORTH 20 FEET;  
THENCE WEST TO A POINT ON THE WEST LINE OF SAID GOVERNMENT LOT 1, 20 FEET NORTH OF  
THE SOUTHWEST CORNER OF SAID GOVERNMENT LOT 1;  
THENCE SOUTH TO THE SOUTHWEST CORNER OF SAID GOVERNMENT LOT 1;

EXCEPT THAT PORTION CONVEYED TO THE TOWN OF LANGLEY BY DEED DATED APRIL 11, 1955, AND  
RECORDED JUNE 20, 1955, UNDER AUDITOR'S FILE NO. 99003, RECORDS OF ISLAND COUNTY,  
WASHINGTON;

ALSO, TOGETHER WITH THE EAST 30 FEET OF THE FOLLOWING DESCRIBED TRACT:

BEGINNING AT THE SOUTHWEST CORNER GOVERNMENT LOT 2, SECTION 3, TOWNSHIP 29 NORTH.  
RANGE 3 EAST OF THE WILLAMETTE MERIDIAN;  
THENCE NORTH 495 FEET;  
THENCE WEST 200 FEET;  
THENCE SOUTH 495 FEET;  
THENCE EAST 200 FEET TO THE POINT OF BEGINNING.

PARCEL B:

THAT PORTION OF THE SOUTHEAST QUARTER OF SECTION 3, TOWNSHIP 29 NORTH, RANGE 3 EAST  
OF THE WILLAMETTE MERIDIAN, LYING WESTERLY OF A 30 FOOT STRIP ON THE WEST SIDE OF THE  
CENTERLINE OF THE EXISTING ROAD, WHICH WAS CONVEYED TO ISLAND COUNTY BY DEED DATED  
JANUARY 15, 1952 AND RECORDED FEBRUARY 15, 1952 UNDER AUDITOR'S FILE NO. 84991, RECORDS  
OF ISLAND COUNTY, WASHINGTON;

TOGETHER WITH THE EAST 30 FEET OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF THE  
NORTHEAST QUARTER OF SAID SECTION 3.

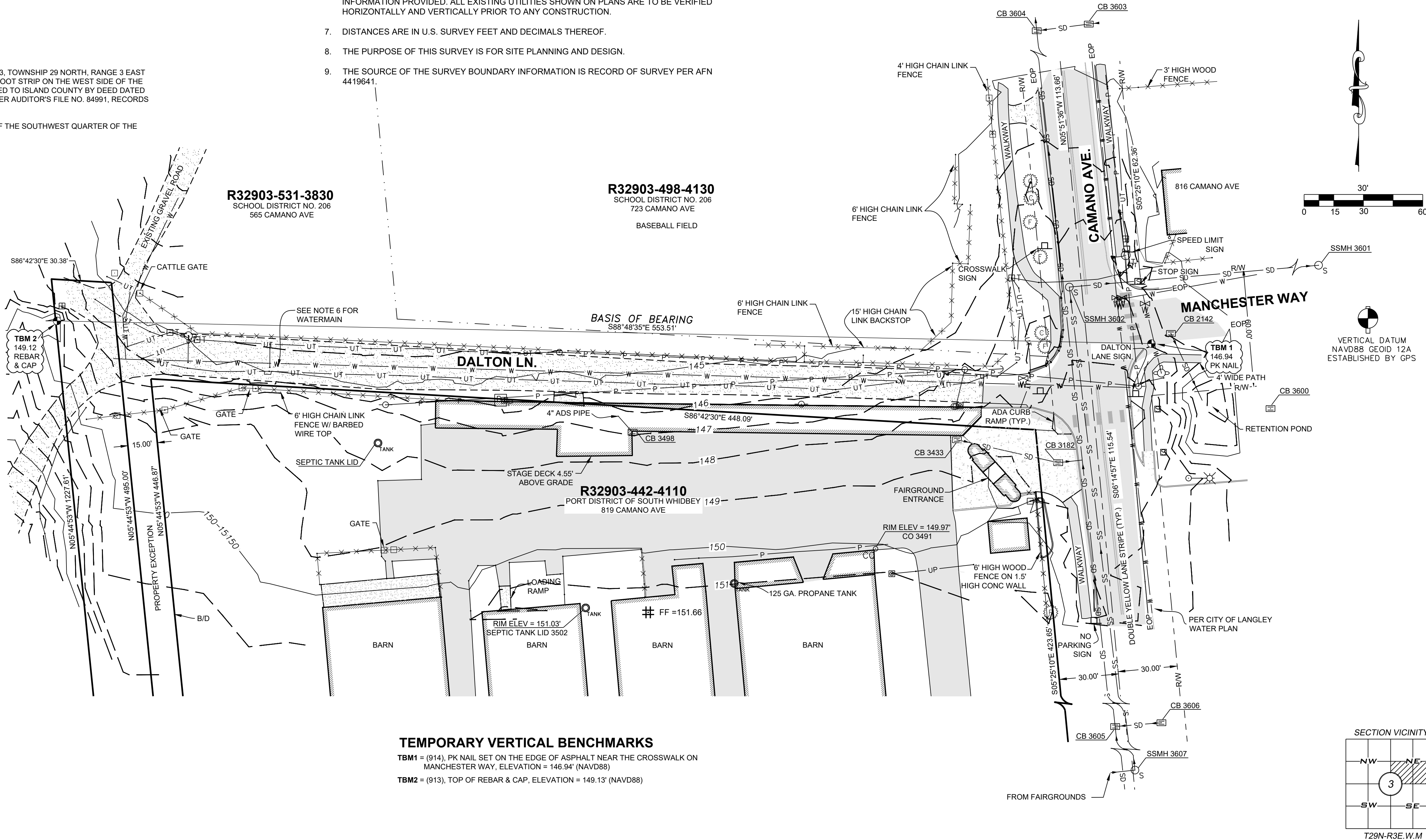
SITUATE IN ISLAND COUNTY, STATE OF WASHINGTON.

SURVEY NOTES

- THE BASIS OF BEARINGS IS SOUTH 88°48'35" EAST BETWEEN CONTROL POINTS TBM1 & TBM 2 AS SHOWN.
- THE VERTICAL DATUM FOR THIS SURVEY IS NAVD88 BY GLOBAL NAVIGATION SATELLITE SYSTEM (GNSS) OBSERVATIONS, CONFIRMED ON WSDOT MONUMENT GP15020-46. ELEVATIONS REPORTED WITHIN THE AREA OF FIELD TOPOGRAPHIC SURVEY MEET OR EXCEED THE NATIONAL MAPPING STANDARDS ACCURACY OF ONE HALF OF THE CONTOUR INTERVAL OF ONE FOOT AS SHOWN HEREON.
- THIS SURVEY WAS ACCOMPLISHED BY FIELD TRAVERSE WITH A 3-SECOND ELECTRONIC DIGITAL TOTAL STATION AND REAL-TIME KINEMATIC GLOBAL POSITIONING SYSTEM (GPS) DATA OBTAINED WITH THE WASHINGTON STATE REFERENCE NETWORK; ALL CONTROL TRAVERSE ANGLES AND DISTANCES DOUBLE MEASURED; MEETS OR EXCEEDS THE STANDARDS CONTAINED IN WAC 322-130-090.
- ALL CONTROLLING MONUMENTS SHOWN ARE OF RECORD, ARE LOCALLY ACCEPTED AS REPRESENTATIVE OF THEIR PURPORTED POSITIONS AND WERE VISITED DURING THE COURSE OF THIS SURVEY UNLESS OTHERWISE NOTED.
- OCCUPATIONAL INDICATORS ARE SHOWN ON THIS SURVEY PER WASHINGTON ADMINISTRATIVE CODE CHAPTER 332.130. LINES OF OCCUPATION MAY INDICATE AREAS OF UNWRITTEN OWNERSHIP WHICH ARE NOT RESOLVED BY THIS SURVEY.
- ALL UNDERGROUND UTILITY LOCATIONS ARE BASED ON STRUCTURES LOCATED BY FIELD MEASUREMENTS AND BY UTILITY LOCATE PAINT MARKS PROVIDED BY APS LOCATES AT TIME OF THE SURVEY. THE UTILITY LOCATOR INDICATED THAT SIGNALS WERE OFTEN TIMES NOT CONTIGUOUS, MAKING IT DIFFICULT TO DETERMINE WHERE THE LINES WERE ACTUALLY LOCATED. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED, ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM THE INFORMATION PROVIDED. ALL EXISTING UTILITIES SHOWN ON PLANS ARE TO BE VERIFIED HORIZONTALLY AND VERTICALLY PRIOR TO ANY CONSTRUCTION.
- DISTANCES ARE IN U.S. SURVEY FEET AND DECIMALS THEREOF.
- THE PURPOSE OF THIS SURVEY IS FOR SITE PLANNING AND DESIGN.
- THE SOURCE OF THE SURVEY BOUNDARY INFORMATION IS RECORD OF SURVEY PER AFN 4419841.

LEGEND AND ABBREVIATIONS

○ FOUND REBAR AS DESCRIBED FOUND	○ <sub>S</sub> SANITARY SEWER CLEANOUT	ADA - AMERICANS WITH DISABILITIES ACT
● IRON PIPE AS DESCRIBED FOUND	○ <sub>S</sub> SANITARY SEWER MANHOLE	AFN - AUDITOR'S FILE NUMBER
⊙ PLAT MONUMENT AS DESCRIBED	○ <sub>ANK</sub> SEPTIC TANK LID	APN - ASSESSOR'S PARCEL NUMBER
⊙ TEMPORARY VERTICAL BENCHMARK	⊙ <sub>T</sub> TELEPHONE VAULT	CB - CATCH BASIN
▲ CALCULATED POSITION	○ <sub>T</sub> TELEPHONE MANHOLE	CO - CLEAN OUT
○ LIGHT POLE	⊙ IRRIGATION VALVE	CONC - CONCRETE
⊙ POWER VAULT	→ WATER FAUCET	CPEP - CORRUGATED POLYETHYLENE PIPE
⊙ POWER METER	⊙ WATER METER	DIA - DIAMETER
○ POWER POLE	⊙ WATER VALVE	FT - INTERNATIONAL SURVEY FOOT
○ POWER POLE WITH DROP	⊙ FIRE HYDRANT	GE - GRATE ELEVATION
← POLE ANCHOR	⊙ SIGN	IE - INVERT ELEVATION
→ FLOW ARROW	⊙ CEDAR TREE	PVC - POLYVINYL CHLORIDE
⊙ STORM DRAIN CATCH BASIN	⊙ FIR TREE	SD - STORM DRAIN
	⊙ GATE POST	SS - SANITARY SEWER
--- FENCE (AS NOTED)	--- SS SANITARY SEWER	SSMH - SANITARY SEWER MANHOLE
--- CENTERLINE	--- SD STORM DRAIN	
--- EDGE OF PAVEMENT	--- P OVERHEAD UTILITIES	--- W WATER
--- RETAINING WALL	--- UP UNDERGROUND UTILITIES	--- UT UNDERGROUND TELEPHONE
--- SS SANITARY SEWER		--- # FINISHED FLOOR ELEVATION
PAVEMENT	GRAVEL	CONCRETE
		BUILDING



TEMPORARY VERTICAL BENCHMARKS

TBM1 = (914), PK NAIL SET ON THE EDGE OF ASPHALT NEAR THE CROSSWALK ON  
MANCHESTER WAY, ELEVATION = 146.94' (NAVD88)

TBM2 = (913), TOP OF REBAR & CAP, ELEVATION = 149.13' (NAVD88)

SANITARY SEWER DATA

STRUCTURE ID	G.E	I.E.	PIPE DIA.	PIPE TYPE.	DIRECTION
SSMH 3601	139.89	133.37'	8"	PVC	NORTH
		133.41'	8"	PVC	SOUTH
		133.44'	8"	PVC	WEST
SSMH 3602	147.46	138.44'	8"	PVC	SOUTH
		138.36'	8"	PVC	EAST
SSMH 3607	147.59'	141.44'	8"	PVC	NORTH
		141.52'	8"	PVC	SOUTH
		141.57'	8"	PVC	WEST

STORM DRAIN DATA

STRUCTURE ID	G.E	I.E.	PIPE DIA.	PIPE TYPE.	DIRECTION
CB 2142	145.84	143.92'	8"	PVC	SOUTHEAST
CB 3182	148.38'	146.28'	6"	PVC	NORTHWEST
		146.21'	8"	CPEP	EAST
CB 3433	148.29'	146.45'	6"	PVC	SOUTHEAST
CB 3498	146.88'	146.20'	4"	ADS	NORTHWEST
CB 3600	143.70'	143.70'	8"	PVC	NORTHWEST
CB 3603	144.16'	141.56'	6"	PVC	EAST
		140.81'	8"	PLAS	WEST
CB 3604	144.12'	139.21'	12"	CPEP	NORTH
		139.72'	8"	PLAS	EAST
		139.21'	12"	CPEP	SOUTH
CB 3605	146.83'	143.02'	12"	CPEP	NORTH
		143.12'	12"	PLAS	EAST
		143.08'	12"	PLAS	SOUTH
		143.75'	4"	ADS	WEST
CB 3606	146.96'	143.56'	12"	PLAS	EAST
		143.46'	12"	PLAS	WEST

REVISIONS

**HARMSEN**  
ENGINEERS  
SURVEYORS  
(360) 675-5973  
(360) 794-7811  
FAX: (360) 675-7255

840 SE 8th AVENUE, SUITE 102  
OAK HARBOR, WA 98277



DCG/WATRSHED  
TOPOGRAPHIC SURVEY  
819 CAMANA AVENUE  
LANGLEY, WA  
R32903-442-4110

DWN. BY: KML  
CHK. BY: TJP  
DATE: 09/12/23  
JOB #: 23-171  
SCALE: 1"=30'

**811**  
Know what's below.  
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**S-1**





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## Fairgrounds Director

### Report – October 2024

#### Fairgrounds Events:

November 9<sup>th</sup>- rePurpose Whidbey is celebrating their grand opening of their space here at the Fairgrounds

November 15<sup>th</sup>- December 1<sup>st</sup> Outcast Theater presents: *The Roomate* by Jen Silverman

November 29-30<sup>th</sup>- Whidbey Island Fair's Country Christmas market. This event also runs the weekend of December 6-8.

#### Tenants:

New Leases signed or in progress:

rePurpose Whidbey

nisí48 (kitchen tenant)

Stacy Pulk (kitchen tenant, business name TBD)

Rachel Cook (kitchen tenant)

#### Minor improvement projects-

New Security lighting project has been approved and will be installed sometime in December. This includes all of the main buildings all of the buildings from Coffman north, does not include the campsite.

New hot water heater on order to replace the one in the Pole building kitchen. New three door refrigerator on order for the Coffman kitchen.

Campsite- No news. We are anxiously awaiting the campsite repairs and planning for all the exiting changes to follow!

Marketing- [from September FG Director Report] We will be returning to the annual Langley Holiday Parade this year as well as hosting a community event to follow. Last year our "Holiday at Hogwarts" event was a big hit. This year the event will be called "Holiday Whobilee", a Doctor Suess themed family friendly event with local vendors and activities for kids.

Fairgrounds Advisory Committee: The October FAC meeting was conducted via zoom and received a healthy attendance. Repairs and projects were the topic of conversation.

Other mentions: After a promising plan for installing heat in the Pole building auditorium began planning, with completion scheduled for around December 15<sup>th</sup>, we received some unfortunate news along with a "reality check". Due to the condition of the building we were not able to get permitted for the project. The work needed to bring heat in this building, be it gas or electric, is



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very extensive. This is not entirely new information, but a reminder that there is no easy route in sight. My current goal is to finish bringing three phase power to the building as a step in the right direction for both a future heat project and future kitchen upgrades. The information gained through this process was a reminder of how much work it is going to take to make any repairs or upgrades to these older buildings. This coming year may be a good time to start planning the future of the Pole and Coffman buildings.

Amanda Ellis  
Fairgrounds Director

## Angi Mozer

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**From:** fgdir@portofsouthwhidbey.com  
**Sent:** Tuesday, October 29, 2024 2:40 PM  
**To:** execdir@portofsouthwhidbey.com  
**Subject:** FW: Whidbey Island County Fairgrounds Pole Building Heater Install

Angi,

Below is the conversation regarding the issues with gas heat in Pole.

Amanda Ellis  
Fairgrounds Director  
Port of South Whidbey  
[fgdir@portofsouthwhidbey.com](mailto:fgdir@portofsouthwhidbey.com)  
Office 360-221-7950

---

**From:** Dylan Jefferies <dylan@jerrybeck.com>  
**Sent:** Tuesday, October 29, 2024 7:46 AM  
**To:** fgdir@portofsouthwhidbey.com  
**Subject:** FW: Whidbey Island County Fairgrounds Pole Building Heater Install

Good Morning,

See below.....

**JBC** **Dylan G. Jefferies:** [Project Manager](#)  
**Jerry Beck & Company Inc.**  
6504 Robin Ln. Clinton, WA 98236  
**Office:** [360-341-2101](#) [Ext 102](#)



Thank You for selecting us for your electrical service needs. We look forward to working with you in the future.



**From:** Kline, Josh <[Josh.Kline@macmillan.com](mailto:Josh.Kline@macmillan.com)>  
**Sent:** Friday, October 25, 2024 11:49 AM  
**To:** Dylan Jefferies <[DYLAN@JERRYBECK.COM](mailto:DYLAN@JERRYBECK.COM)>  
**Subject:** Whidbey Island County Fairgrounds Pole Building Heater Install

Dylan,

It was great to meet you yesterday at your office! As you know I walked the Whidbey County Fairgrounds Pole Building with Jerry yesterday, to look at installing a heater there. I do not have Jerry’s email or I would’ve cc’d him here as well. I reached out to my engineering team yesterday to get them rolling on this project. Well, this morning my engineer got back to me with some bad news: According to him - due to the new energy codes our state has put into place - we would not be able to get approval to install new gas heaters in the pole building. Please see his thoughts below in quotations:

“With the way that the code is written, to use gas the building would effectively need to be brought to a fully conditioned space using heating only. Based on that, we would need to meet certain Energy Measure credits to do so. Which with this, the \$\$\$ starts creeping up in price. To use natural gas, there’s an additional amount of credits that you would need to provide on top of the minimum required. In our case, we’d be looking at the blue highlighted row for the credits that would be required based on the Occupancy Group of the building. Assuming this under one of the Group A’s, we’d be looking at the far right column of the table; essentially requiring the need to provide Energy Measures to meet a total credit of 104. For a point of reference, a High Performance DOAS unit has one of the higher credit scores of 21; the majority are in single digits and some would include needing to upgrade the building envelope and lighting as well.”

TABLE C406.1  
ENERGY MEASURE CREDIT REQUIREMENTS

Required Credits for Projects	Section	Occupancy Group					
		Group R-1	Group R-2	Group B	Group E	Group M	All Other
New building energy efficiency credit requirement	C406.2	54	41	42	48	74	49
Building additions energy efficiency credit requirement	C406.2	27	20	21	23	36	21
New building load management credit requirement	C406.3	12	15	27	15	13	26

**TABLE C401.3.3  
ADDITIONAL CREDITS REQUIRED**

Measure Title	Applicable Section	Occupancy Group					
		Group R-1	Group R-2	Group B	Group E	Group M	All Other
New building - Additional efficiency credits required for space heating systems using the fossil fuel pathway	C401.3.3.1	7	24	101	38	111	56
New building - Additional efficiency credits required for service water heating systems using the fossil fuel pathway	C401.3.3.2	198	212	27	17	79	107
Building additions - Additional efficiency credits required for space heating systems using the fossil fuel pathway	C401.3.3.1	4	12	51	19	56	28
Building additions - Additional efficiency credits required for service water heating systems using the fossil fuel pathway	C402.3.3.2	99	106	14	9	40	54

In essence, to be able to legally install gas heaters in the Pole Building, there would need to be quite a bit of additional energy upgrades to the building. Below is an electric heater that my engineer feels would work to heat the pole building instead of gas fired units. The only downside is that these units do have a higher electrical requirement than the gas ones. So, we would need to verify that there is enough power available to run these electrical heaters.



#### EUH

EUH Commercial and Industrial Unit Heater, 1 or 3 phase

The EUH series covers 3-30 kW commercial and industrial space heating. It is a durable and attractive as it is durable and hangs with supplied wall bracket. Available in common voltage and in multi-voltage unit.

EUH Product Literature

[View Literature](#)



In summary, due to the change in code, we would not be able to install new gas units, if we go with having the project permitted, unless we perform major energy upgrades to the building. With this being a government funded project however, I'm quite sure that it does need to be a permitted project. We could install electrical heaters instead of gas fired units. However, since you all are electricians, you most likely wouldn't need my support for this project.

Let me know your thoughts and how you would like to proceed, please and thank you,



**Josh Kline**  
**Account Executive**

C: 206-403-8533  
24 Hour Service | 1-855-MAC-HVAC  
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## October Harbormaster Report

Day Stops: 66

Overnight: 87

Clubs: 2

Winter moorage full term: 8

Winter moorage monthly: 17

### ***Guest service***

Transient moorage has slowed down significantly as we approach winter. We do have a few more clubs scheduled before the end of the year. Seasonal winter moorage began. We have had the highest volume of seasonal moorage since I have been on the docks!

### ***Community***

Ian Anderson and his crew from Washington Department of Fish and Wildlife, set some crab traps throughout the harbor. They were looking to trap European green crabs, which are an invasive species. No European crabs were found!

### ***Maintenance***

Deep cleaning has begun in storage areas. Pressure washing has started with the restrooms. General maintenance continues as weather allows.

Kathy Myers  
Harbormaster



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## **Maintenance and Operations**

### **Report**

**October 2024**

We installed electronic locks on the Clinton Beach restrooms. There were a couple issues, so to overcome them we decided to drill and install deadbolts above the locks. Fairgrounds is getting a lap top patch cord for programing their locks. Once they have that we will be able to take advantage of more of the lock features, but for now they lock every evening and open every morning.

While waiting for the locksmith to arrive, at Clinton Beach I cleaned the slit drain across the entrance, that had been on my list for some time.

Boarding floats came out at Bush Point and Possession. Unfortunately, there was a wind storm just before removal at Possession and debris and sand packed in under the floats. It was not possible to float the shore side floats off on a high tide. They had to be pushed and dragged.

Turning on heaters in well houses and restrooms. Winterizing in unheated spaces.

Pat Kisch  
M&O Supervisor