

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

Held at China City Conference Room, 1804 Scott Rd, Freeland WA 98249

With virtual access via Zoom Meeting Service

Monday, January 6, 2025 at 9:00 a.m.

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/89432023374>

Meeting ID: 894 3202 3374

One tap mobile

+12532050468,,89432023374# US

+12532158782,,89432023374# US (Tacoma)

Dial by your location

• +1 253 215 8782 US (Tacoma)

• +1 253 205 0468 US

Meeting ID: 894 3202 3374

Find your local number: <https://us02web.zoom.us/j/89432023374>

SPECIAL MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE (9:00 a.m.)

Election of Board Officers for 2025

Appointment of Alternate Auditing Officer

Fairgrounds Campground Improvements Project

ADJOURNMENT (Approximately 9:30 a.m.)

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

January 6, 2025

Held in Freeland, Washington
and online via Zoom Meeting Service

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

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

MEETING CALL TO ORDER: The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Monday, January 6, 2025, in person at the China City Conference Room at 1804 Scott Road in Freeland, Washington and online via Zoom Meeting Service. As announced, the primary purpose of the Special Meeting was for the Commission to address the items on the Agenda. Although the Meeting was of course open to the public, it was scheduled primarily for Commission consideration, discussion and action on those specific issues and public participation was not on the Agenda.

Commissioner Greg Easton (President) called the Special Meeting to order at 9:00 p.m., followed by the Pledge of Allegiance.

COMMISSIONER DISCUSSION/ACTIONS

Election of Board Officers for 2025:

ACTION: Motion made by Commissioner Jack Ng and seconded by Easton to nominate Commissioner Curt Gordon for President. Motion passed unanimously.

ACTION: Motion made by Gordon and seconded by Ng to nominate Easton for Vice President. Motion passed unanimously.

ACTION: Motion made by Easton and seconded by Gordon to nominate Ng for Secretary. Motion passed unanimously.

The following slate of officers were elected for 2025:

- Commissioner Curt Gordon – President
- Commissioner Easton – Vice President
- Commissioner Jack Ng – Secretary

Easton turned the meeting over to Gordon to preside over the remainder of the meeting.

Appointment of Alternate Auditing Officer:

ACTION: Motion made by Ng and seconded by Easton to appoint Easton as the alternate Auditing Officer and alternate Investment Officer. Motion passed unanimously.

Fairgrounds Campground Improvements Project: On December 18th, the Port received a total of 10 bids for the Fairgrounds Campground Improvements (Electrical & Water) Project. Facet, Inc. (the Port's engineer) reviewed the bids for accuracy, provided a bid tabulation spreadsheet and called the references provided by the low bidder. As a result, the engineer recommends awarding the bid to Western Refinery Services, Inc. in the amount of \$291,505.66. Executive Director Mozer noted that the engineer's estimate was \$360,000.

ACTION: Motion made by Easton and seconded by Ng to award the Fairgrounds Campground Improvements Project to Western Refinery Services, Inc. in the amount of \$291,505.66. Motion passed unanimously.

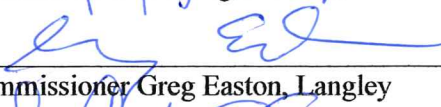
Mozer noted that construction support for the project is included in the agreement with Facet.

ADJOURNMENT: Without any further action, the Meeting was adjourned at 9:15 a.m.

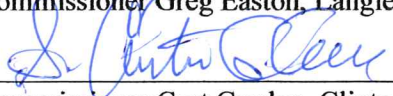
Approved:



Commissioner Jack Ng, Freeland

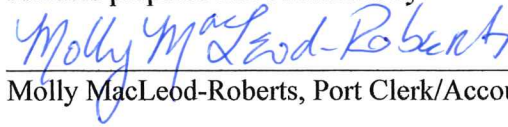


Commissioner Greg Easton, Langley



Commissioner Curt Gordon, Clinton

Minutes prepared and submitted by:



Molly MacLeod-Roberts, Port Clerk/Accountant

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