

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

Held at Freeland Library Meeting Room, 5495 Harbor Avenue, Freeland WA 98249  
With virtual access via Zoom Meeting Service  
Tuesday, February 11, 2025 at 4:00 p.m.

**AGENDA**

Join Zoom Meeting

<https://us02web.zoom.us/j/83064620845>

Meeting ID: 830 6462 0845

One tap mobile

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+12532050468,,83064620845# US

Dial by your location

• +1 253 215 8782 US (Tacoma)

• +1 253 205 0468 US

Meeting ID: 830 6462 0845

Find your local number: <https://us02web.zoom.us/u/kBmKFbVEC>

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

REGULAR MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE

COMMISSIONER ACTIONS

**Consent Agenda:** Approval of February Vouchers in the amount of **\$80,154.31**, Minutes from the Regular Meeting of December 10, 2024 and the Special Meeting of January 6, 2025

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

EXECUTIVE DIRECTOR REPORT

**Financial Update and December 2024 Financial Statement**

**Fairgrounds**

Capital Projects – Update

**South Whidbey Harbor**

**Clinton Dock**

**Port Levy**

STATUS REPORTS

**Fairgrounds**

- Fairgrounds Director Report

**Port Operations**

- Maintenance & Operations Supervisor Report

**South Whidbey Harbor**

- Harbormaster Report

**ACTIVITIES/INVOLVEMENT REPORTS**

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

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

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

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**ADJOURNMENT**

## PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Regular Meeting

February 11, 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), Molly MacLeod-Roberts (Port Clerk/Accountant), Amanda Ellis (Fairgrounds Director), Pat Kisch (Maintenance & Operations Supervisor), and David Stern (Fairgrounds Marketing & Events 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 Regular Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Tuesday, February 11, 2025, in person at the meeting room of the Freeland Library at 5495 Harbor Avenue in Freeland, Washington and online via Zoom Meeting Service. Commissioner Curt Gordon (President) called the Regular Meeting to order at 4:00 p.m., followed by the Pledge of Allegiance.

### CONSENT AGENDA

**Approval of Current Vouchers:** Vouchers audited and certified by the Auditing Officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a listing which has been made available to the Board, and have been presented to the Board for review.

**Approval of Minutes:** Minutes from Regular Meeting of December 10, 2024 and the Special Meeting of January 6, 2025.

**ACTION:** Motion made by Ng and seconded by Easton to approve the Consent Agenda as presented, including the authorization and acceptance of Vouchers dated February 2025 as signed today in the amount of \$80,154.31. Motion passed unanimously.

### PUBLIC COMMENT

Pete Grimlund of the South Whidbey Yacht Club said the group is planning its 2<sup>nd</sup> Annual AquaPalooza event on June 27-28 at the South Whidbey Harbor. They would like to use Phil Simon Park and bring a food truck, etc. He will coordinate with Harbormaster Kathy Myers.

Mike Gallion said affordable housing is needed in South Whidbey, Island County and Washington State. Looking at solutions in other places, he said large, inexpensively built apartment have been a solution. The apartment building needs to be on a practical piece of land; not the most expensive. He'd like the Port to do an initial feasibility for somewhere other than the Fairgrounds area. Ng noted that Langley is the only place with sewer & water and is therefore the best spot for housing.

### EXECUTIVE DIRECTOR REPORT

**Financial Update and December 2024 Financial Statement:** The Commission acknowledged receipt of the December 2024 Financial Statement, the Preliminary Profit & Loss for January 2025, and the performance graphs which were distributed to them previously. Executive Director Angi Mozer reported the Port received approximately \$73,000 in operating, tax, and capital revenue and incurred approximately \$177,000 in operating and capital expenses during December 2024. Ending cash balance at 12/31/24 was \$909,000, consisting of \$519,000 in the General Fund and \$390,000 in the Bond Fund.

### Fairgrounds Capital Projects Updates

**Workforce Housing Concept & Feasibility:** The Port will be on the Island County Board of Commissioners' Work Session Agenda for Wednesday, March 5<sup>th</sup> to discuss the Port's request to include the South Whidbey School District property in the funding agreement scope for the feasibility study.

Campground: Contract has been signed with Western Refinery Services. The onsite Pre-Construction Meeting was held January 29<sup>th</sup>, work is scheduled to begin February 24<sup>th</sup> with completion around April 4<sup>th</sup>.

Drainage: Mozer and Maintenance & Operations Supervisor Pat Kisch are working with Facet (engineers) on the scope to replace or add 925 feet of gutters around the property. She is also working with Facet to finalize the drainage system design around the Malone Building to go out to bid.

Coffman Kitchen Wall, Door Finishing/Improvements: Valdez Construction was awarded the project in the amount of \$34,703.16 plus tax. The work will be scheduled soon. Once those improvements are done, the flooring will be replaced.

Burrier Roof: Waiting for Valdez to schedule the work.

South Whidbey Harbor: Port Staff met with Phil Simon to discuss the Steel Batter Pile Cathodic System project. Staff is ordering supplies and parts, and with Simon's guidance will be able to implement the System.

**Clinton Dock:** Proceeding with separating the float construction from the overall project. The engineer provided a cost estimate for work on permitting for the float construction piece. Mozer will then need to work with Washington State Department of Transportation (WSDOT) to figure out how to add value to that federal contract.

**Port Levy:** Moved to NEW BUSINESS

#### STATUS REPORTS

**Fairgrounds:** Fairgrounds Director Amanda Ellis presented her January report. With all of the ongoing projects, Fairgrounds Staff has been in communication with all of the tenants and the public so they are informed and up to date on the scheduling, etc. The Outdoor Safety Lighting project will likely start next week. For the Campground, the Port is working with RoverPass (an online booking program) which will also provide the Fairgrounds with a point of sale. Still working on Freedom Fest and bringing in Pacific Northwest BBQ Association to hold their contest. Ellis and Fairgrounds Marketing & Events Coordinator David Stern are bringing in sponsors for the contest, and reaching out to organizations and businesses that might be interested in having a booth, etc. at the Freedom Fest event. She has been attending the Langley Creative District meetings, which is due for recertification this year and is under new leadership with new focus. Ellis is hopeful there will be new opportunities for the Fairgrounds and the rest of the community. Ellis attended the Fairgrounds Advisory Committee and learned that Island County 4-H does not currently have a contract with the Fair Association; they are working on renegotiation.

#### **Port Operations**

Maintenance & Operations Supervisor Pat Kisch presented his January report. He and Port Maintenance Tech Christian Tomisser are making progress on the "To Do Lists" at the Port's facilities. At the Harbor, they repaired the transition ramp to D Dock, and they are making preparations to repair the bull rail at **Possession** Beach before installing the floats in late March/early April. Erik Rich has started work on the bathroom in the caretaker house at Possession. A CPR/First Aid class was held for eligible Port staff.

#### **South Whidbey Harbor**

Harbormaster Kathy Myers was absent so Mozer presented the report. There were 27 day stops and 34 overnight stays in January. The Harbor currently has 9 winter full term moorage customers. The Harbor's restrooms are staying much cleaner since requiring a code to enter. A volunteer took photos of the anchor point connections for D & E docks; one or two of the pinned links may need more examination. Five failing spigots were replaced and general maintenance continues as weather allows.

**ACTIVITIES/INVOLVEMENT REPORTS**

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

**COG:** It was County Administrator Michael Jones' last meeting and he promoted some grant funding. Gordon was appointed as Chair.

**IRTPO:** Lots of interesting changes, mostly related to long range funding. No chair was elected because neither of the two candidates were physically present at the meeting.

**CCC:** In late January, Mozer attended a meeting with Washington State Ferries that provided a brief overview of plans for electrification of the Clinton Ferry Terminal. WSF indicated that the Port's Humphrey Road Parking Lot is at the top of the list for placement of the upland infrastructure. Gordon noted that WSF would also need to collaborate with the Port for passenger overhead loading on the north side of the dock.

**Ng:** Washington Public Ports Association (WPPA) and Port Promotion & Marketing Committee (P&M):  
**WPPA:** Easton and Ng attended Port Day in Olympia. Ng met with WA Maritime Industry Director Stephanie Bowman who is working on passenger ferries through the Department of Commerce. Also met with State Senator Ron Muzzall and State Representative Clyde Shavers, both were interested in the Clinton passenger only ferry dock. Ng also spoke with Tulalip Tribes Council Member Glen Gobin.

**P&M:** Ng met with Nicole Whittington-Johnson, Executive Director of Langley Chamber of Commerce. She invited him to make a presentation at the Chamber's May meeting. The Port has entered into a contract with a company to help with marketing and public relations on social media.

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

**MRC:** Easton spoke to the group about the passenger only ferry project.

**Langley:** Rose Hughes from Island Roots Housing said the State Legislature created a fund for workforce housing, now defined as 60%-80% of area median income, but they have not put any money into it. Gordon would like to see a survey of businesses in the Port district regarding housing for their employees

**WPPA Legislative Committee:** No report.

**UNFINISHED BUSINESS:** None.

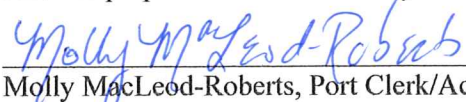
**NEW BUSINESS:** Gordon noted that the Port has budgeted for a Capital Facilities Plan in 2025. In order to fund the capital improvements that will be needed, the Port will likely need to reset the levy. It started at 20¢ per thousand, and in 2000 it was 17¢ or 18¢ per thousand. The Port has expanded with the value and the population but has not increased the levy very much. There was one 5¢ increase when the Port acquired the Fairgrounds property that increased the rate back up to 18¢, but it is now back to 11¢. There was just a 5¢ increase when the Port acquired the Fairgrounds property. He believes the Port will need to ask the voters for an increase in November and he would like to add discussion of a levy reset to the regular meeting agenda going forward. Ng and Easton agreed.

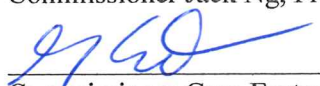
**ADJOURNMENT:** Without any further action, the Meeting was adjourned at 5:09 p.m.

Approved:

Minutes prepared and submitted by:

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

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

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

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

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