

**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, April 8, 2025 at 4:00 p.m.

**AGENDA**

Join Zoom Meeting

<https://us02web.zoom.us/j/82607537978>

Meeting ID: 826 0753 7978

One tap mobile

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• +1 253 205 0468 US

Meeting ID: 826 0753 7978

Find your local number: <https://us02web.zoom.us/u/kb6IVpbd9>

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 April Vouchers in the amount of **\$402,619.62** and Minutes from the Regular Meetings of February 11 and March 11, and the Special Meetings of February 21 and March 24, 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 February 2025 Financial Statement**

**Fairgrounds Bond Invoice**

**Fairgrounds**

Capital Projects – Update

Workforce Housing Feasibility Study

**South Whidbey Harbor**

**Clinton Dock**

**Capital Facilities Plan**

**Levy Reset**

## 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

April 8, 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), Kathy Myers (Harbormaster) and David Stern (Fairgrounds Marketing & Events Coordinator)

**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, April 8, 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 Meetings of February 11 and March 11, and the Special Meetings of February 21 and March 24, 2025.

**ACTION:** Motion made by Commissioner Greg Easton and seconded by Commissioner Jack Ng to approve the Consent Agenda as presented, including the authorization and acceptance of Vouchers dated April 2025 as signed today in the amount of \$402,619.62. Motion passed unanimously.

### PUBLIC COMMENT

**South Whidbey Yacht Club members Pete Grimlund and Phil Simon** thanked the Port for working with them on a reciprocal slip at **South Whidbey Harbor**. The SWYC is very much looking forward to calling it their Home Port. They presented the SWYC's burgee flag featuring an orca which will be flown at the Harbor.

### EXECUTIVE DIRECTOR REPORT

**Financial Update and February 2025 Financial Statement:** The Commission acknowledged receipt of the February 2025 Financial Statement, the Preliminary Profit & Loss for March 2025, and the performance graphs which were distributed to them previously. Executive Director Angi Mozer reported the Port received approximately \$67,000 in operating, tax, and capital revenue and incurred approximately \$81,000 in operating and capital expenses during February 2025. Ending cash balance at 2/28/25 was \$820,000, consisting of \$428,000 in the General Fund and \$392,000 in the Bond Fund.

**Fairgrounds Bond Invoice:** Mozer presented Memorandum 2025-01 to transfer funds from the Bond Fund to reimburse the General Fund \$205,733.97 for the grant matching expenditures for upgrades to the Fairgrounds Campground and the Coffman Commercial Kitchen. A total of \$104,453.00 will be transferred from the dedicated 2018(A) tax exempt bond funds, exhausting those funds which had the most restrictions. A total of \$101,280.97 will be transferred from the 2018 (B) funds which have the most flexibility for project use. The ending balance in the 2018(B) funds will be \$186,518.

**ACTION:** Motion made by Easton and seconded by Ng to approve Memorandum 2025-01 authorizing the transfer of \$205,733.97 from the General Obligation Bond Account to the General Operating Account to reimburse for Fairgrounds capital expenses. Motion passed unanimously.

### **Fairgrounds Capital Projects Updates**

Campground: The upgrade project by Western Refinery Services went really well. Staff is looking forward to an official opening and celebration.

Burrier Roof: Valdez Construction starting the roof repairs this week.

Coffman Kitchen Wall, Door Finishing/Improvements, Flooring: Valdez Construction will start the work April 14<sup>th</sup>.

Workforce Housing Concept & Feasibility: Per the County Commissioners request, Mozer asked the South Whidbey School District Superintendent for a letter indicating their willingness to allow the Port to include their property in the feasibility study (without any financial obligation). The superintendent said a letter was unlikely. Gordon subsequently provided public comment at the School Board meeting on March 26<sup>th</sup>. After that meeting, the Port received a letter reiterating that the School Board is not planning to provide a letter. Gordon noted that the SWSD Board had previously provided vocal approval in person when the Port Commission and Executive Director had attended a board meeting, so he was surprised they wouldn't follow through and provide a letter. Gordon noted that private entities won't do workforce housing, and it is needed to maintain economic vitality. Easton added that the lack of housing is the biggest impediment to business growth. Without the letter from the SWSD, the Port will need to go back to the City of Langley regarding rezoning to allow housing on the Fairgrounds property. Ng was very disappointed that the SWSD is not willing to help by just giving permission to do the study.

South Whidbey Harbor: Port Staff are purchasing materials for the Steel Batter Pile Cathodic System project. The Harbor's regulations were last revised in 2022. After a thorough review, Mozer and Harbor Staff have drafted changes to make the regulations consistent with other facilities with respect to setting rates and hiring by allowing the Executive Director to approve rather than the Commission. The proposed changes also include a small incremental transient moorage rate increase every other year through 2030.

**ACTION: Motion made by Easton and seconded by Ng to approve the updated South Whidbey Harbor Regulations as presented. Motion passed unanimously.**

South Whidbey Yacht Club Reciprocal Slip: Mozer and Harbor Staff had provided a summary of how the agreement will work and a financial analysis based on 50% discount on the permanent moorage rate with the ability to recoup some revenue by either accommodating transient moorage in another area or renting out the slip when not used by the Club. Harbormaster Kathy Myers noted that it will help open up the Transient Moorage Wait List when that space is available.

**Clinton Dock:** The Suquamish Tribes emailed regarding the permit application and asked to start with a staff/team-level meeting to sort out the technical issues. Confluence Environmental (the Port's consultant) will coordinate a call to preparation meeting with Port Staff and environmental consultants, etc. and meet with the Tribe to go over the technical details with the Tribe. Then if needed, there can be higher level meeting with the Tribe that would include Port Commissioners. The Army Corps of Engineers (ACE) has asked the Port to pause its permit so it doesn't negatively impact their review timelines. ACE stated it can be un-paused at any time. Gordon wants to wait until the Port gets confirmation from its consultants that the pause is easily undone. Mozer and Gordon will meet with Confluence Environmental about ACE permit, the Tribe's comments, etc.

**Capital Facilities Plan:** The Port did not receive any bids from the Request for Proposals to develop a Capital Facilities Plan. After individual discussions with Commissioners, Mozer will instead work on creating an Inventory of Facilities using the recently updated Comprehensive Scheme, the Harbor's Economic Study, the inspection report of the Bush Point house, etc. She also created a simple spreadsheet to fill in cost estimates as they come in, working with an engineer or commercial appraiser to determine the cost and the needs.

**Port Levy:** Gordon said he would like to strategize for more than one potential date for a ballot measure as it is important to complete the Capital Facilities Plan first. He'd like to keep consultant J. Marie Riche working with the Port and looking at a potential longer campaign strategy. Easton noted that there is still an effort in the State House & State Senate to change the automatic levy increase from 1% to 3%. Easton and Ng agreed the date might need to be pushed out further than November.

#### STATUS REPORTS

**Fairgrounds:** Fairgrounds Director Amanda Ellis presented her report for March. Campground construction is almost complete. The dump station will reopen April 9<sup>th</sup>, Campground Hosts Marc & Andrea Anderson are on board, and campers will be able to make online reservations on RoverPass and stay at the Fairgrounds starting Monday, April 14<sup>th</sup>. The dump station will reopen April 9<sup>th</sup>. Marketing & Events Coordinator David Stern presented plans for signage to the Fairgrounds Advisory Committee. Ellis hosted the Langley Creative District's Steering Committee for a tour of the Fairgrounds. Tyler Bobinac has been hired as the Part-Time Maintenance person.

#### Port Operations

Maintenance & Operations Supervisor Pat Kisch presented his March report. He and Maintenance Tech Christian Tomisser spruced up **Clinton Beach Park**, including sanding and resurfacing the tables. At the **Harbor** they repaired and improved the gangway to D Dock. The boarding floats at **Bush Pt** and **Possession Beach Waterfront Park** were launched for the season the first week of April.

#### South Whidbey Harbor

Harbormaster Kathy Myers presented her report. There were 24 day stops and 41 overnight stays in March, plus 8 full term winter moorage customers and 1 monthly winter moorage customer. Harbor staff provided shuttle services for the Sound Water Stewards' whale watching fund raiser on March 23<sup>rd</sup>. Annual pressure washing of the facility is nearly complete.

#### ACTIVITIES/INVOLVEMENT REPORTS

**Ng:** Washington Public Ports Association (WPPA) and Port Promotion & Marketing Committee (P&M):  
[Ng had to leave the meeting at 5:15 p.m.]

**WPPA:** No report.

**P&M:** No report.

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

**MRC:** A representative from WA State Department of Natural Resources reported on the efforts to put together a plan for shoreline restoration, including 4 parts: research & monitoring, preservation, restoration and public education.

**WPPA Legislative Committee:** The group had a mid-session meeting on the status of legislation, with reports on some of the bigger projects.

**Langley:** The Council meeting was held in the new location of the recently renovated Langley Library. Easton said the meeting room and the building are beautiful.

Easton said he would attend the South Whidbey Fire/EMS Preparedness Conference and report back next month.

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

**COG:** Inge Morascini provided a report for Whidbey-Camano Island Tourism and the Economic Development Council's new Executive Director Kristina Hines reported on their activities.

**IRTPO:** Continued discussion of the Safety Action Plan.

**CCC:** WEAN (Whidbey Environmental Action Network) Executive Director Marnie Jackson provided a presentation at the March meeting.

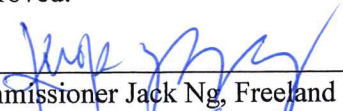
UNFINISHED BUSINESS: The advertisements for Executive Director have been published on the Port's website and Facebook as well as Indeed, South Whidbey Record and drewslist. Mozer received 2 applications so far; the deadline is April 18<sup>th</sup>.


Kisch said the ADA beach mats at **Clinton Beach** would be placed this season, but in a different footprint that will not reach the water due to the erosion.

NEW BUSINESS: None.

ADJOURNMENT: Without any further action, the Meeting was adjourned at 5:26 p.m.

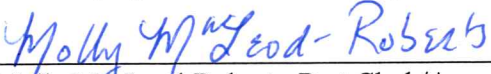
Approved:

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

  
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Commissioner Greg Easton, Langley

  
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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.