

**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, September 9, 2025 at 4:00 p.m.

**AGENDA**

Join Zoom Meeting

<https://us02web.zoom.us/j/84592196378>

Meeting ID: 845 9219 6378

One tap mobile

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

REGULAR MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE (4:00 p.m.)

**COMMISSIONER ACTIONS**

**Consent Agenda:** Minutes from the following meetings:

- June 13, 2025 Special Meeting
- June 23, 2025 Special Meeting
- June 30, 2025 Special Meeting
- July 8, 2025 Regular Meeting
- July 21, 2025 Special Meeting
- August 11, 2025 Special Meeting

**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 SESSION**

**ACTION ON EXECUTIVE DIRECTOR POSITION**

**EXECUTIVE DIRECTOR REPORT**

**Financial Update and July 2025 Financial Statement**

**Authorizing Resolution for submission of Boating Infrastructure Grant (BIG) Application**

## **Approval of Small Works Contract with Morley & Sons Construction, LLC for Malone Building Drainage Project**

### **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

### **ADJOURNMENT**

## PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Regular Meeting

September 9, 2025

Held in Freeland, Washington  
and online via Zoom Meeting Service

**Commissioners Present:** Curt Gordon (Clinton) ; **via zoom:** Jack Ng (Freeland) and Greg Easton (Langley)

**Port Staff Present:** Jim Pivarnik (Consultant), Amanda Ellis (Fairgrounds Director), Pat Kisch (Maintenance & Operations Supervisor) and **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, September 9, 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 Gordon called the Regular Meeting to order at 4:00 p.m., followed by the Pledge of Allegiance.

### CONSENT AGENDA

Minutes approved as presented

- June 13, 2025 Special Meeting
- June 23, 2025 Special Meeting
- June 30, 2025 Special Meeting
- July 8, 2025 Regular Meeting
- July 21, 2025 Special Meeting
- August 11, 2025 Special Meeting

**EXECUTIVE SESSION:** At 4:00 p.m., Gordon announced the Commission would meet in executive session until 4:25 p.m. to evaluate the qualifications of applicants for public employment pursuant to RCW 42.30.110(1)(g).

At 4:41 p.m. Gordon called the meeting back to order.

After the Executive session, the Commission unanimously selected Jim Pivarnik to serve as the Port's Executive Director. Asking Mr. Pivarnik if he would accept the going salary and terms that the Port was advertising it was confirmed that he would accept a salary of \$105,000 per year and terms of employment. A contract will be drafted for Commissioner Gordon to sign.

### EXECUTIVE DIRECTOR REPORT

**Financial Update and May 2025 Financial Statement:** Approved as submitted

#### **Authorizing Resolution for submission of Boating Infrastructure Grant (BIG) Application**

Commissioner Ng made a motion to authorize applications and Commission Easton seconded. Motion passed unanimously.

#### **Approval of Small Works Contract with Morley & Sons Construction, LLC for Malone Building**

Commissioner Gordon explained that this low bidder had already been approved by the Commission at a previous meeting and that he as president would sign the contract.

### STATUS REPORTS

**Fairgrounds:** Fairgrounds Director Amanda Ellis presented her August report. Fairgrounds Staff continue to be very busy with Little Big Fest and two-barrel racing events. Rover Pass is expected to generate \$4600 and Little Big Fest an additional \$2000 for the month in the campground.

#### **Port Operations**

Maintenance & Operations Supervisor Pat Kisch reported that they are rapping up projects before the weather change. Christian has been painting restrooms at Clinton Beach Park. They are planning to remove the floats at Bush and Possession Point in early October.

## South Whidbey Harbor

Harbormaster Kathy Myers was absent; Commissioner Gordon accepted her report. In August, there were 272 day stops, 362 overnight guests and 10 reciprocals clubs. During high vessel traffic times on the weekends, the Harbor was at full capacity and had to turn some boaters away. SWYS The reciprocal slip is working well. Staff received very positive feedback on the great job Tomisser is doing keeping the boat ramp cleared.

## ACTIVITIES/INVOLVEMENT REPORTS

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

**COG:** Commissioner Gordon reported that Eric ffitich from the Washington Public Ports Association made a presentation to the group it was great information and very well received by the group.

**IRTPO:** Absent; no report.

**CCC:** A representative from PSE was at the meeting talking about infrastructure improvements.

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

**WPPA:** The WPPA Executive Committee will be coming to the Port of South Whidbey on the 18<sup>th</sup> of September to have their meeting and tour the Port's facilities

**P&M:** Commissioner Ng stated that upon his return from China that the Port should convene a Marketing and Promotion committee meeting.

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

**MRC:** Northwest ~~Trades~~ <sup>Straits</sup> reported their funding had been approved and they are moving forward with their priorities.

**Langley:** No report

**WPPA Legislative Committee:** Commissioner Easton reported that the legislative Committee is looking for legislative priorities for the coming year. His personal goals would be to offer these three priorities:

- 1% property cap lifting
- Passenger Ferry support
- Maintain Infrastructure funding (CERB, etc.)

He would like to schedule a workshop to discuss with the Commission

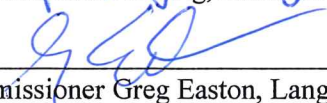
UNFINISHED BUSINESS: None

NEW BUSINESS: None

ADJOURNMENT: Without any further action, the Meeting was adjourned at 5:05 p.m.

Approved:

  
Commissioner Jack Ng, Freeland

  
Commissioner Greg Easton, Langley

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Commissioner Curt Gordon, Clinton

Minutes prepared and submitted by:

  
Jim Pivarnik, Executive Director

**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.