

**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, March 10, 2026 at 4:00 p.m.

AGENDA

Join Zoom Meeting

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

Meeting ID: 845 9219 6378

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Meeting ID: 845 9219 6378

Find your local number: <https://us02web.zoom.us/j/84592196378>

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

REGULAR MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE (4:00pm)

COMMISSIONER ACTIONS

Consent Agenda: Approval of March Vouchers in the amount of \$ **38,792.27** for payables, \$**62,750.00** for payroll, and Minutes from the Regular Meeting of February 10, 2026

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 January 2026 Financial Statement

UPDATE

Passenger Only Ferry

Possession Point Boarding Floats and Repair

Grant Applications

RCEDF

ACTION

Resolution 26-03 CERB Grant Application

ACTION

Resolution 26-04 Signing Authority Heritage Bank

ACTION

Contract with Pearl Padgett / Accounting Services

INFORMATION / DISSUSSION

MOU South Whidbey Parks / Port of South Whidbey

STATUS REPORTS

Operations

- **Operations Report**

Maintenance

- **Maintenance Report**

South Whidbey Harbor

- **Harbormaster Report**

ACTIVITIES/INVOLVEMENT REPORTS

Gordon: Council of Governments (COG), Island Regional Transportation Planning Organization (IRTPO), Clinton Passenger Only Ferry 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

March 10, 2026

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: Jim Pivarnik (Executive Director), Amanda Ellis (Director of Operations)

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, March 10, 2026, 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 Regular Meeting to order at 4:00 p.m., followed by the Pledge of Allegiance.

COMMISSIONER ACTIONS:

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 February 10, 2026.

ACTION: Motion made by Gordon and seconded by Ng to approve the Consent Agenda as presented, including the authorization and acceptance of Vouchers dated March 2026 as signed today in the amount of \$38,792.27 and Payroll of \$62,750
Motion passed unanimously.

PUBLIC COMMENT

None

EXECUTIVE DIRECTOR REPORT

Financial Update and January 2026 Financial Statement: The Commission acknowledged receipt of the January 2026 Financial Statement, the Preliminary Profit & Loss for February 2026. Executive Director Jim Pivarnik reported the Port received approximately \$23,325 in operating, tax, and capital revenue and incurred approximately \$96,022 in operating and capital expenses during January 2026. Ending cash balance at 01/31/26 was \$488,598.18, consisting of \$193,084 in the General Fund and \$193,084 in the Bond Fund.

\$ 296,514.18

Executive Director Pivarnik presented two resolutions and one contractor agreement for the Commissioners consideration:

Resolution 26-03 CERB Grant Application

Resolution to allow staff to apply to CERB for grant funding for Fairgrounds Three phase power

ACTION: Motion made by Gordon to approve and seconded by Ng: motion passed unanimously

Resolution 26-04 Signing Authority Heritage Bank

Resolution to give Jim Pivarnik signing authority at Heritage Bank

ACTION: Motion made by Gordon to approve and seconded by Ng: motion passed unanimously

Contract with Pearl Padgett / Accounting Services

Authorize Executive Director to sign Independent Contractor agreement with accountant

ACTION: Motion made by Gordon to authorize Pivarnik to sign and seconded by Ng: motion passed unanimously

PROJECT UPDATES

Director Pivarnik presented that the Passenger Only Ferry Dock is presently in permitting with negotiations continuing with the Suquamish Tribe for tribal access to the float. The Port's consultants are presently at 90% design and will have all bid documents completed in the next two month. New budget figures for the project were distributed to the Commission

The floats and ramp repair for Possession Point boat ramp are in permitting with permits expected to be issued by August. The Port has a grant with RCO for \$240,000 and additional matching funds will be applied for from other funding sources.

Island County is opening up grant applications for RCEDF funding this month. Director Pivarnik will be preparing two applications for these funds: one for Possession Point and one for Passenger only ferry environmental and engineering.

Director Pivarnik shared, that staffs of the Port of South Whidbey and the South Whidbey Parks District are working on a memorandum of shared support where the Port and Park district can work together to share community resources. An MOU will be brought back to the Commission at their April meeting for consideration.

Amanda Ellis reported that Dockwa, our online booking system for the Harbor, was open to the public for reservations March 8th.

She also reported that staff is:

- Exploring options for online pay and reservation system for Humphrey Rd parking lot. Top contender, ParkMobile, will allow guests to reserve or park on demand as well as giving longer term and quarterly users simple access to pay for and manage their pass.
- Capital Facilities Infrastructure Project is moving from the data collection and intake phase into report creation. I hope to have a draft to Jim by the end of April.
- Energize Langley Micro Grids Study presented a first draft plan for power storage at the Fairground. I am happy to share the study and will forward the draft to Jim.
- Fairgrounds Main Restroom project moving forward and on track to be complete before the 2026 Fair.
- Productive conversations with the Whidbey Prepares lead to get ideas about how Port can be involved both in planning and a community plan itself.

Pivarnik noted that the maintenance department is doing amazing work to get ready for the season. He also reported that due to continued vandalism at the Harbor's restrooms. They will be closed to the public and just be available for Harbor guests via code for the near term.

ACTIVITIES/INVOLVEMENT REPORTS

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

COG: Commissioner Gordon reported that because there was no quorum at the last meeting he is still the chair until a vote at the next meeting.

IRTPO: Gordon will continue to meet with the County and keep them apprised about permitting progress for the Passenger only Ferry.

CCC: Clinton Community Council. The council is doing great work for the community

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

WPPA:

P&M:

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

MRC: Reported on Washington Marine Heritage Commissions grant program which is opening in April deadline.

WPPA Legislative Committee: Reported that 95% of the bills are dead with only capital and operating remaining.

Langley: Easton reported on fairgrounds overlay zone progress.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None

ADJOURNMENT: Without any further action, the Meeting was adjourned at 4:54 p.m.


Approved:

Minutes prepared and submitted by:

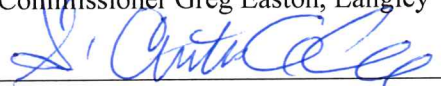
Commissioner Jack Ng, Freeland



Jim Pivarnik, Executive Director



Commissioner Greg Easton, Langley



Commissioner Curt Gordon, Clinton

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