

**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 14, 2026 at 4:00 p.m.

AGENDA

Join Zoom Meeting

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Meeting ID: 845 9219 6378

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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 (4:00pm)

COMMISSIONER ACTIONS

Consent Agenda:

- Approval of Minutes from the Regular Meeting of March 10, 2026
- Approval of March Vouchers in the amount of **\$104,060**

*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 2026 Financial Statement and March P&L

- RCEDF Grant Application
- Preliminary site plan and MOA for Washington State Ferries Electrification
- Financial forecasts
- MOU South Whidbey Parks and Recreation
- Crux Diving proposal to perform repairs to the Harbors cabling system

Operations

- Operations Director Report

Maintenance

- Maintenance Manager 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 OF SOUTH WHIDBEY ISLAND

STATEMENT OF RECEIPTS AND DISBURSEMENTS
ARISING FROM CASH TRANSACTIONS
FEBURARY 2026

April 1, 2026



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Freeland, WA 98249

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Board of Commissioners
Port of South Whidbey Island
1804 Scott Rd., Suite 303
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Freeland, WA 98249

Port staff has compiled the accompanying Statements of Receipts and Disbursements versus Budget arising from Cash Transactions of the General Fund and the Bond Fund, all funds combined, of the Port District of South Whidbey Island as of February 28,, 2026, and the accompanying supplementary information, statements of receipts and disbursements for the General Fund and Bond Fund, LTGO Bonds, Administrative and Capital, Bush Point, Clinton Beach, Whidbey Island Fairgrounds & Events Center, Humphrey Road Parking Lot, Possession Beach Waterfront Park and South Whidbey Harbor in accordance with methods prescribed by the State Auditor under the authority of Chapter 43.09 RCW. The Port District uses the Budgeting, Accounting, and Reporting System for Unclassified Port Districts in the State of Washington.

The financial statements have been prepared on the basis of accounting prescribed by the State Auditor, which is a comprehensive basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplementary schedules, information which is the representation of the Board of Commissioners. A certified public accountant has not audited or reviewed the accompanying financial statements.

Jim Pivarnik
Executive Director
Port District of South Whidbey Island

April 1, 2026

Port of South Whidbey
Summary Statement of Revenue Collected and Expenses Paid vs.
For the Year to Date Period Ending Feb 28, 2026

	BUDGET	Feb 26	Year to Date	Budget Variance
Ordinary Income/Expense				
Income				
Fairgrounds Revenue	189,246	8,472	14,156	175,090
Harbor Revenue	271,410	8,580	17,590	253,820
Humphrey Road Revenue	70,100	3,664	9,766	60,333
Interest Income	11,000	785	1,844	9,155
Miscellaneous Income	1,000	0	0	1,000
Possession Park Revenue	17,110	1,530	3,000	14,110
Property Tax Income	919,000	14,767	14,767	904,234
Timber, L/H, Comp Tax Income	1,000	0	0	1,000
Total Income	1,479,866	37,798	61,123	1,418,743
Gross Profit	1,479,866	37,798	61,123	1,418,743
Expense				0
Administration	803,054	50,458	103,702	699,352
Bush Point Operations	10,200	390	1,615	8,585
Clinton Beach Operations	9,950	472	1,233	8,717
Fairgrounds Operations	251,555	21,110	39,706	211,849
Humphrey Rd Parking Lot Ops	17,010	4,107	5,233	11,777
Possession Beach Park Ops	36,750	3,535	5,269	31,481
South Whidbey Harbor Ops	232,992	9,810	24,597	208,395
Total Expense	1,361,511	89,883	185,906	1,175,605
Net Ordinary Income	118,355	-52,085	-124,783	243,138
Other Income/Expense				0
Other Income				0
Capital Revenue	1,409,851	996	1,859	1,407,992
Total Other Income	1,409,851	996	1,859	1,407,992
Other Expense			0	0
Capital Expenditures	1,437,320	0	2,069	1,435,252
Total Other Expense	1,437,320	0	2,069	1,435,252
Net Other Income	-27,469	996	-210	-27,259
Net Income	90,886	-51,089	-124,993	215,879

Port of South Whidbey
Administrative and Capital Statement of Revenue Collected an
For the Year to Date Period Ending Feb 28, 2026

	BUDGET	Feb 26	Year To Date	Budget Variance
Ordinary Income/Expense				
Income				
Interest Income	11,000	785	1,844	9,156
Miscellaneous Income	1,000	0	0	1,000
Property Tax Income	919,000	14,767	14,767	904,233
Timber, L/H, Comp Tax Income	100	0	0	100
Total Income	931,100	15,551	16,611	914,489
Gross Profit	931,100	15,551	16,611	914,489
Expense				
Administration				
Admin/Accounting Wages	40,994	3,317	6,269	34,725
Administrative Payroll Taxes	29,000	2,767	2,767	26,232
Commissioners' Salaries	12,960	1,080	2,160	10,800
Compensation Reserve	22,000	0	0	22,000
Consultant Services	20,000	0	0	20,000
County Service Fees	100	0	0	100
Dues & Memberships	3,000	120	2,493	507
Election Costs	11,000	0	6,436	4,563
Employee Fringe Benefits	47,400	3,450	5,850	41,550
Employee IRA Matching	8,500	328	328	8,173
Executive Director Salary	105,000	8,750	17,500	87,500
FMLA & CARES Payroll Taxes	6,000	0	1,770	4,230
Insurance (Port-wide)	115,000	0	0	115,000
Labor & Industries Taxes	26,500	0	4,815	21,685
Legal Fees	4,000	0	0	4,000
Legal Notices/Classified Ads	500	0	360	139
Maintenance Manager Wages	60,000	5,467	10,804	49,196
Maintenance Tech 1 Wages	49,100	4,314	7,194	41,906
Maintenance Tech 1 Wages	49,100	0	0	49,100
Marketing - General	10,000	0	0	10,000
Meetings & Education incl WPPA	5,000	0	0	5,000
Merchant Fees	9,200	563	1,146	8,053
Misc Expenses & Taxes	3,000	2,217	2,261	739
Ofc. Equip Lease, Purch, Repair	6,000	0	0	6,000
Office & Facilities Supplies	3,000	1,208	2,966	34
Office Telephone & Staff Mobile	8,000	651	1,232	6,767
Payroll Taxes - Commissioners	2,000	157	157	1,843
Per Diem - Commissioners	0	0	0	0
Per Diem - Easton	6,167	322	644	5,523
Per Diem - Gordon	6,166	483	644	5,522
Per Diem - Ng	6,167	161	322	5,845
Total Per Diem - Commissioners	18,500	966	1,610	16,890
Port Clerk/Accountant Wages	72,100	6,489	11,605	60,496
Port Office Rental	30,900	2,575	5,150	25,750
Port Vehicles' Expense	4,000	688	688	3,313
Promotional Hosting	500	0	0	500
Publications & Subscriptions	200	0	0	200
Travel Exp - Commissioners	0	0	0	0
Travel Expense - Easton	1,500	0	0	1,500
Travel Expense - Gordon	1,500	0	0	1,500
Travel Expense - Ng	1,500	0	0	1,500
Total Travel Exp - Commissioners	4,500	0	0	4,500
Travel Expense - Staff	5,000	164	786	4,213
Website Design & Maintenance	1,000	963	1,018	-18
Total Administration	803,054	46,234	97,366	705,688
Total Expense	753,953	46,234	97,366	656,586
Net Ordinary Income	178,048	-30,683	-80,755	258,803
Other Income/Expense				0
Other Income				0
Capital Revenue				0

Port of South Whidbey
Administrative and Capital Statement of Revenue Collected an
For the Year to Date Period Ending Feb 28, 2026

	<u>BUDGET</u>	<u>Feb 26</u>	<u>Year To Date</u>	<u>Budget Variance</u>
Clean Vessel Program Grant	750	0	0	750
Fairgrounds				0
IC Grant 1 - Workforce Housing	125,000	0	0	125,000
RCEDF Grant - Fairgrounds		468	468	-468
WSDA Grant - Fairgrounds	36,000	0	0	36,000
Total Fairgrounds	<u>161,000</u>	<u>468</u>	<u>468</u>	<u>160,532</u>
STBG Clinton Dock	<u>1,118,000</u>	<u>0</u>	<u>0</u>	<u>1,118,000</u>
Total Capital Revenue	<u>1,279,749</u>	<u>468</u>	<u>468</u>	<u>1,279,281</u>
Total Other Income	<u>1,279,749</u>	<u>468</u>	<u>468</u>	<u>1,279,281</u>
Other Expense				
Capital Expenditures	1,000		0	1,000
Clean Vessel Grant Exp	1,148,000	0	0	1,148,000
Clinton Dock-Passenger Ferry	15,250	0	468	14,782
Fairgrounds - Cap Improvements	125,000	0	0	125,000
Fairgrounds - Workforce Housing		0	1,601	-1,601
SWH Capital Improvements	1,000	0	0	1,000
Total Capital Expenditures	<u>1,290,250</u>	<u>0</u>	<u>2,069</u>	<u>1,288,182</u>
Total Other Expense	<u>1,290,250</u>	<u>0</u>	<u>2,069</u>	<u>1,288,182</u>
Net Other Income	<u>(10,501)</u>	<u>468</u>	<u>-1,601</u>	<u>-8,901</u>
Net Income	<u>167,547</u>	<u>-30,215</u>	<u>-82,356</u>	<u>249,903</u>

Port of South Whidbey
LTGO Bonds Statement of Revenue Collected and Expenses Paid
For the Year to Date Period Ending Feb 28, 2026

	<u>Budget</u>	<u>Feb 26</u>	<u>Year To Date</u>	<u>Budget Variance</u>
Other Income/Expense				
Other Income				
Capital Revenue				
Bond Interest				
2018A Bond Interest Income	6,000	264	695	5,305
2018B Bond Interest Income	6,000	264	695	5,305
Total Bond Interest	<u>12,000</u>	<u>528</u>	<u>1,391</u>	<u>10,609</u>
Total Capital Revenue	<u>12,000</u>	<u>528</u>	<u>1,391</u>	<u>10,609</u>
Total Other Income	12,000	528	1,391	10,609
Other Expense				
Capital Expenditures				
2012 LTGO Bond				
2012 LTGO Bond Fees	1,050	0	0	1,050
2012 LTGO Bond Interest	14,250	0	0	14,250
2012 LTGO Bond Principal	56,250	0	0	56,250
Total 2012 LTGO Bond	<u>71,550</u>	<u>0</u>	<u>0</u>	<u>71,550</u>
2016 LTGO Bond				0
2016 LTGO Bond Interest	550	0	0	550
2016 LTGO Bond Principal	15,184	0	0	15,184
Total 2016 LTGO Bond	<u>15,734</u>	<u>0</u>	<u>0</u>	<u>15,734</u>
2018A LTGO Bond				
2018A LTGO Bond Fees	1,050	0	0	1,050
2018A LTGO Bond Interest	15,444	0	0	15,444
2018A LTGO Bond Principal	500	0	0	500
Total 2018A LTGO Bond	<u>16,994</u>	<u>0</u>	<u>0</u>	<u>16,994</u>
2018B LTGO Bond (Taxable)				
2018B LTGO Bond Fees	700	0	0	700
2018B LTGO Bond Interest	18,592	0	0	18,592
2018B LTGO Bond Principal	10,000	0	0	10,000
Total 2018B LTGO Bond (Taxable)	<u>29,292</u>	<u>0</u>	<u>0</u>	<u>29,292</u>
Total Capital Expenditures	<u>29,292</u>	<u>0</u>	<u>0</u>	<u>29,292</u>
Total Other Expense	<u>29,292</u>	<u>0</u>	<u>0</u>	<u>29,292</u>
Net Other Income	<u>-17,292</u>	<u>528</u>	<u>1,391</u>	<u>(18,683)</u>
Net Income	<u><u>-17,292</u></u>	<u><u>528</u></u>	<u><u>1,391</u></u>	<u><u>(18,683)</u></u>

Port of South Whidbey
Bush Point Statement of Revenue Collected and Expenses Paid
For the Year to Date Period Ending Feb 28, 2026

	<u>Budget</u>	<u>Feb 26</u>	<u>Year To Date</u>	<u>BADGET VARIANCE</u>
Ordinary Income/Expense				
Expense				
Bush Point Operations				
Dock & Ramp - Bush Pt	1,000	0	0	1,000
Electricity - Bush Pt	2,000	94	253	1,747
Equipment - Bush Pt	1,500	71	71	1,429
Maint & Repair - Bush Pt	1,500	185	185	1,315
Materials & Supplies - Bush Pt	1,000	0	236	764
Minor Improvements - Bush Pt	1,000	0	0	1,000
Refuse Removal - Bush Pt	1,200	40	870	330
Water System - Bush Pt	1,000	0	0	1,000
Total Bush Point Operations	<u>10,200</u>	<u>390</u>	<u>1,615</u>	<u>8,585</u>
Total Expense	<u>10,200</u>	<u>390</u>	<u>1,615</u>	<u>8,585</u>
Net Ordinary Income	<u>-10,200</u>	<u>-390</u>	<u>-1,615</u>	<u>-8,585</u>
Net Income	<u><u>-10,200</u></u>	<u><u>-390</u></u>	<u><u>-1,615</u></u>	<u><u>-8,585</u></u>

Port of South Whidbey
Clinton Beach Statement of Revenue Collected and Expenses Pa
For the Year to Date Period Ending Feb 28, 2026

	<u>Budget</u>	<u>Feb 26</u>	<u>Year To Date</u>	<u>Budget Variance</u>
Ordinary Income/Expense				
Expense				
Clinton Beach Operations				
Dock (Maint/Project) - Clinton	1,000	0	0	1,000
Electricity - Clinton Beach	1,000	122	228	772
Maint & Repair - Clinton Beach	2,000	16	102	1,898
Materials & Supplies - Clinton	1,000	193	560	440
Minor Improvements - Clinton	2,500	0	0	2,500
Refuse Removal - Clinton Beach	1,850	141	279	1,571
Water System - Clinton Beach	600	0	64	536
Total Clinton Beach Operations	<u>9,950</u>	<u>472</u>	<u>1,233</u>	<u>8,717</u>
Total Expense	<u>9,950</u>	<u>472</u>	<u>1,233</u>	<u>8,717</u>
Net Ordinary Income	<u>-9,950</u>	<u>(472)</u>	<u>-1,233</u>	<u>-8,717</u>
Net Income	<u>-9,950</u>	<u>(472)</u>	<u>-1,233</u>	<u>-8,717</u>

Port of South Whidbey
Whidbey Island Fairgrounds Statement of Revenue Collected

For the Year to Date Period Ending Feb 28, 2026

	Budget	Feb 26	Year To Date	Budget Variance
Ordinary Income/Expense				
Income				
Fairgrounds Revenue				
Camping Fees - Fairgrounds	60,000	1,855.00	2,355.00	57,645.00
Dump Fees - Campground	6,000	145.00	390.00	5,610.00
Fair Association Lease	1,696	500.00	750.00	946.00
Fairgrounds Events				
Event Haul In Fees-Fairgrounds	0	0.00	2.00	(2.00)
Event Rentals - Fairgrounds	70,000	1,246.25	2,796.25	67,203.75
Total Fairgrounds Events	70,000	1,246.25	2,798.25	67,201.75
Fairgrounds Revenue - Misc	500	47.72	9.30	490.70
Taxes - Fairgrounds				
Camping Sales/Lodging Tax	5,250	0.00	0.00	5,250.00
L/H Tax Revenue - Fairgrounds	3,800	0.00	0.00	3,800.00
Total Taxes - Fairgrounds	9,050	0.00	0.00	9,050.00
Tenant Leases - Fairgrounds	42,000	4,677.96	7,853.01	34,146.99
Total Fairgrounds Revenue	189,246	8,471.93	14,155.56	175,090.44
Total Income	189,246	8,471.93	14,155.56	175,090.44
Gross Profit	189,246	8,471.93	14,155.56	175,090.44
Expense				
Fairgrounds Operations				
Electricity - Fairgrounds	32,000	4,255.28	7,494.77	24,505.23
Employee Benefits - Fairgrounds	9,480	600.00	1,200.00	8,280.00
Equipment (Purch/Rent/Repair)	8,000	286.19	541.86	7,458.14
Fairgrounds Misc Exp	2,000	139.75	225.51	1,774.49
FG Director Wages	64,375	5,847.28	11,659.27	52,715.73
FG Mktg & Events Coord Wages	26,200	2,208.80	4,492.90	21,707.10
Maint & Repair - Fairgrounds	12,000	2,228.15	2,228.15	9,771.85
Marketing/Advertising-FG		1,210.00	1,210.00	(1,210.00)
Materials & Supplies - Fair	1,500	1,071.29	2,567.26	(1,067.26)
Minor Improvements - Fair	5,000	0.00	0.00	5,000.00
Payroll Taxes - Fairgrounds	8,000	670.32	670.32	7,329.68
Propane - Fairgrounds	4,500	287.74	871.55	3,628.45
Refuse Removal - Fairgrounds	10,000	206.39	617.15	9,382.85
Taxes - Fairgrounds				
B & O Tax - Fair		1.54	55.54	(55.54)
Leasehold Tax - Fair	10,000	0.00	1,119.90	8,880.10
Sales & Lodging Tax	0	56.00	246.13	(246.13)
Total Taxes - Fairgrounds	10,000	57.54	1,421.57	8,578.43
Telephone & DSL - Fairgrounds	13,000	1,661.11	3,357.03	9,642.97
Vehicle Maintenance - Fair	2,000	380.48	380.48	1,619.52
Water & Sewer - Fairgrounds	30,000	0.00	768.00	29,232.00
Total Fairgrounds Operations	238,055	21,110.32	39,705.82	198,349.18
Total Expense	238,055	21,110.32	39,705.82	198,349.18
Net Ordinary Income	-48,809	(12,638.39)	(25,550.26)	(23,258.74)
Net Income	-48,809	(12,638.39)	(25,550.26)	(23,258.74)

Port of South Whidbey
Humphrey Road Parking Lot Statement of Revenue Collected and
For the Year to Date Period Ending Feb 28, 2026

	<u>Budget</u>	<u>Feb 26</u>	<u>Year to Date</u>	<u>Budget Variance</u>
Ordinary Income/Expense				
Income				
Humphrey Road Revenue				
Daily Parking Fees-Humphrey Rd	35,000	3,314	5,950	29,050
Permit Fees - Humphrey Rd	30,000	351	3,816	26,184
Sales Tax - Humphrey Rd	5,100	0	0	5,100
Total Humphrey Road Revenue	<u>70,100</u>	<u>3,664</u>	<u>9,766</u>	<u>60,334</u>
Total Income	<u>70,100</u>	<u>3,664</u>	<u>9,766</u>	<u>60,334</u>
Gross Profit	70,100	3,664	9,766	60,334
Expense				
Humphrey Rd Parking Lot Ops				
Attendant Payroll - Humphrey Rd	6,240	520	1,040	5,200
General Maint - Humphrey Rd	500	0	0	500
Improvements - Humphrey Lot	4,000	0	0	4,000
Materials & Supplies - Humph Rd	700	2,996	3,024	-2,324
Payroll Taxes - Humphrey Rd	470	40	40	430
Taxes - Humphrey Rd				
B & O Taxes - Humphrey Rd	0	2	27	-27
WSST - Parking	5,100	549	1,103	3,997
Total Taxes - Humphrey Rd	<u>17,010</u>	<u>551</u>	<u>1,130</u>	<u>15,880</u>
Total Humphrey Rd Parking Lot Ops	<u>17,010</u>	<u>4,107</u>	<u>5,233</u>	<u>11,777</u>
Total Expense	<u>17,010</u>	<u>4,107</u>	<u>5,233</u>	<u>11,777</u>
Net Ordinary Income	<u>53,090</u>	<u>-442</u>	<u>4,533</u>	<u>48,557</u>
Net Income	<u>53,090</u>	<u>-442</u>	<u>4,533</u>	<u>48,557</u>

Port of South Whidbey
Possession Beach Waterfront Park Statement of Revenue Collec
For the Year to Date Period Ending Feb 28, 2026

	Budget	Feb 26	Year To Date	Budget Variance
Ordinary Income/Expense				
Income				
Possession Park Revenue				
Donations - Possession Park	200	0	0	200
Electricity reimb - Poss Pk	1,200	0	0	1,200
Parking Fees - Possession	100	0	0	100
Rental of Residence - Poss Pk	15,600	1,530	3,000	12,600
Sales Tax - Possession Parking	10	0	0	10
Total Possession Park Revenue	<u>17,110</u>	<u>1,530</u>	<u>3,000</u>	<u>14,110</u>
Total Income	<u>17,110</u>	<u>1,530</u>	<u>3,000</u>	<u>14,110</u>
Gross Profit	17,110	1,530	3,000	14,110
Expense				
Possession Beach Park Ops				
Dock & Ramp - Possession	5,000	0	0	5,000
Electricity - Possession	4,000	725	1,252	2,748
Equip (Purchase/Rent/Repair)	2,500	53	107	2,393
Maint & Repair - Possession	4,000	730	730	3,270
Maint. Wages - Possession	9,000	200	400	8,600
Materials & Suppl - Possession	1,500	1,482	1,632	-132
Minor Improvements - Poss Pk	5,000	0	0	5,000
Payroll Taxes - Possession	750	15	15	735
Refuse Removal - Possession	2,000	125	246	1,754
Taxes - Possession			0	0
B &O Taxes - Poss Pk	25	0	0	25
WSST - Overnight Parking	25	0	0	25
Total Taxes - Possession	<u>50</u>	<u>0</u>	<u>0</u>	<u>50</u>
Telephone - Possession	1,200	40	79	1,121
Water System Maint - Poss Pk	1,750	165	808	942
Total Possession Beach Park Ops	<u>36,750</u>	<u>3,535</u>	<u>5,269</u>	<u>31,481</u>
Total Expense	<u>36,750</u>	<u>3,535</u>	<u>5,269</u>	<u>31,481</u>
Net Ordinary Income	<u>-19,640</u>	<u>-2,005</u>	<u>-2,269</u>	<u>-17,371</u>
Net Income	<u>-19,640</u>	<u>-2,005</u>	<u>-2,269</u>	<u>-17,371</u>

Port of South Whidbey
South Whidbey Harbor Statement of Revenue Collected and Expe
For the Year to Date Period Ending Feb 28, 2026

	BUDGET	Feb 26	Year To Date	Budget Variance
Ordinary Income/Expense				
Income				
Harbor Revenue				
Annual Moorage	19,100	864	1,704	17,396
Commercial Moorage	2,500	0	0	2,500
Dinghy	900	0	0	900
Dock Sales - Ice	750	0	0	750
Donations	200	0	5	196
Harbor Revenue - Misc	100	0	0	100
L/H Tax Revenue - SWH	7,500	0	0	7,500
Live-aboard fee	1,360	480	799	561
Monthly Moorage	45,000	4,821	10,771	34,229
Showers	1,500	191	191	1,309
SWH Uplands Lease	1,500	0	0	1,500
Transient Day Use Moorage	15,000	131	307	14,693
Transient Overnight Moorage	176,000	2,094	3,813	172,187
Total Harbor Revenue	271,410	8,580	17,590	253,820
Total Income	271,410	8,580	17,590	253,820
Gross Profit	271,410	8,580	17,590	253,820
Expense				
South Whidbey Harbor Ops				
Asst Harbormaster Wages	35,000	0	1,545	33,455
DNR Tidelands Lease	12,000	0	0	12,000
Dockhand - Part Time	21,840	1,695	2,345	19,495
Electricity - Harbor	15,000	2,228	3,998	11,002
Employee Benefits - Harbor	15,480	600	1,200	14,280
Equip (Purch/Rent/Repair) SWH	3,000	16	33	2,967
Golf Cart & Boat-Maint	800	0	0	800
Harbormaster Wages	59,122	3,907	8,255	50,867
Ice Purchases	600	0	0	600
Maint & Repair - Harbor	6,000	135	270	5,730
Materials & Supplies - Harbor	9,000	302	727	8,273
Minor Improvements - Harbor	1,500	0	0	1,500
Payroll Taxes - Harbor	10,900	478	478	10,422
Pump-Out Barge M & R	1,000	0	0	1,000
Refuse Removal - Harbor	4,500	275	545	3,955
Seasonal Wages - Harbor	10,000	0	0	10,000
Taxes - Harbor				
B & O Tax - Harbor	0	0	45	-45
Leasehold Tax - Harbor	15,000	0	3,871	11,129
Total Taxes - Harbor	15,000	0	3,916	11,084
Telephone & DSL - Harbor	3,000	175	348	2,652
Water & Sewer - Harbor	9,250	0	937	8,313
Total South Whidbey Harbor Ops	232,992	9,810	24,597	208,395
Total Expense	232,992	9,810	24,597	208,395
Net Ordinary Income	38,418	-1,230	-7,007	45,425
Net Income	38,418	-1,230	-7,007	45,425

PORT OF SOUTH WHIDBEY

2/28/2026

Ending General Fund Cash Balance as of 01/31/2026	\$	23,514.18
Ending General Fund Investment Balance as of 01/31/2026	\$	272,000.00
Ending Bond Fund Cash Balance of 01/31/2026	\$	862.80
Ending Bond Fund Investment Balance as of 01/31/2026	\$	192,221.20
Balance as of 01/31/2026	\$	488,598.18
<hr/>		
Original Estimated Beginning Cash per 2026 Budget	\$	440,243.00
Actual Beginning Cash Balance as of 01/1/2026	\$	465,679.20
Difference	\$	25,436.20
<hr/>		
Original Estimated Ending Cash per 2026 Budget	\$	530,774.00
<hr/>		
Ending General Fund Cash Balance as of 02/28/2026	\$	39,030.11
Ending General Fund Investment Balance as of 02/28/2026	\$	196,000.00
Ending Bond Fund Cash Balance of 02/28/2026	\$	1,931.29
Ending Bond Fund Investment Balance as of 02/28/2026	\$	192,772.07
Balance as of 02/28/2026	\$	429,733.47
<hr/>		
General Fund Cash & Investment Total as of 02/28/2026	\$	235,030.11
Bond Fund Cash & Investment Total as of 02/28/2026	\$	194,703.36
	\$	429,733.47
<hr/>		

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.

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 months.

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.



Executive Director Report
Regular Meeting
April 14 ,2026

Financial Reporting

In February we received approximately \$ 37,800 in operating, tax and capital revenue; and, incurred approximately \$ 89,883 in operating & capital expenses. February 28, 2026 cash balance is \$ 235,030 in our General Operating Account and \$ 194,703 in our Bond Account for a total of \$ 429,733

This March, we had purchase and payables in the amount of \$ 104,060

UPDATES

RCEDF Grant Application

A grant was submitted to Island County's RCEDF fund this month for matching funds for our Possession Point float replacement project. Presentation materials are due by May 1 and presentations to the County Commissioners will be made May 20th

Washinton State Ferries Electrification Project

I met with Washington State Ferries representatives this month to determine a way forward with getting a Memorandum of Agreement together for their use of a section of the Humphrey Street parking lot for equipment and transformers. They are presently at 30 % design and need our input on appearance, size of conduit, and other considerations to be included in an agreement.

Financial Forecasts

Staff has reviewed two years of expenditures and income trends to establish a spreadsheet to provide a tool for the Commission. I have provided a copy for the Commissions review and input.

ACTION ITEMS

MOU South Whidbey Parks and Rec and Port of South Whidbey

The purpose of this MOU was to establish a framework for reciprocal cooperation between the Partners, including: (a) Use of certain equipment owned by SWPRD by the Port; and (b) Reciprocal access to Port-owned facilities for SWPRD programming and public-purpose activities. The South Whidbey Parks Board is in agreement that this MOU is in the best interest of both organizations and the greater community.

Contract with Crux Diving

This proposal is to repair shackles and cables mooring the outer floats at the Harbor. As you remember we had Crux diving do an inspection of the underwater mooring connections attached to the floating docks at the harbor. It was discovered that several shackles that connect the mooring system were heavily corroded and in need of replacement. It was recommended that this system be fully inspected every five years.



December 15, 2025

Ms. Kathy Myers
Harbormaster
Port of South Whidbey

Re: Replacement of Clump Weight Shackles on Mooring Chains

Dear Kathy,

Crux Diving Inc. is pleased to submit the following quote for the replacement of shackles on mooring chains at the Port of South Whidbey.

1. Mobilization and Demobilization **\$1,355.00 Lump Sum**
2. Furnish and install 2 ½" shackle that holds clump weight to tri-plate in 2 locations **\$11,600.00 Lump Sum**
3. Inclusions:
 - 4-person commercially certified (OSHA/ADCI) dive crew
 - Surface-supplied diving package (compressor, diving umbilical with video cable, communications, HP air, manifold, and diving safety gear)
 - Underwater video system with record function in USB or SD
 - 30 ft diving support boat
 - Rigging to handle the chain
 - Lift bags
 - (2) new shackles
4. Exclusions:
 - Sales tax
 - Sanitary Facilities
 - Permitting

All diving operations will be performed in accordance with, the Crux Safe Practices Manual, Safety Manual, Association of Diving Contractors International Consensus standards, and OSHA regulations.

Thank you for the opportunity to provide a quote. Please contact me if you have any questions.

Sincerely,

MEMORANDUM OF UNDERSTANDING

FOR MUTUAL COOPERATION AND SUPPORT BETWEEN SOUTH WHIDBEY PARKS AND RECREATION DISTRICT AND PORT DISTRICT OF SOUTH WHIDBEY ISLAND

This Memorandum of Understanding (“MOU”) is entered into by and between the South Whidbey Parks and Recreation District (“SWPRD”) and the Port District of South Whidbey Island (“Port”), collectively referred to as the “Partners.”

1. Purpose

The purpose of this MOU is to establish a framework for reciprocal cooperation between the Partners, including:

- (a) Use of certain equipment owned by SWPRD by the Port; and
- (b) Reciprocal access to Port-owned facilities for SWPRD programming and public-purpose activities.

2. Equipment Use Authorization

SWPRD may permit the Port to use designated equipment owned by SWPRD, subject to the following conditions:

2.1 Ownership

All equipment provided under this MOU shall remain the sole property of SWPRD. Nothing herein shall be construed as transferring ownership or creating any lease or property interest.

2.2 Permitted Use

Equipment may be used solely for public-purpose activities related to parks, recreational facilities, fairgrounds, or other public infrastructure located on South Whidbey Island.

2.3 Authorization and Scheduling

Use of equipment shall be subject to prior approval and scheduling coordination by the SWPRD Parks Superintendent or, in their absence, the Executive Director.

2.4 Operation, Care, and Responsibility

The Port shall ensure equipment is operated only by trained and authorized personnel in

accordance with manufacturer specifications and applicable safety requirements. The Port shall be responsible for damage to equipment resulting from its use, excluding ordinary wear and tear, unless otherwise agreed in writing. If mutually agreed, SWPRD staff may operate certain high-value or specialized equipment to ensure safe and proper use.

3. Reciprocal Use of Port Facilities

In consideration of the equipment authorized under this MOU, the Port agrees to permit SWPRD reasonable, non-exclusive access to designated Port-owned facilities for public recreational, educational, or community programming.

3.1 Coordination and Condition

Facility use shall be subject to advance coordination and approval by the Port's Executive Director or their designee. SWPRD shall use Port facilities in a reasonable manner and return them in substantially the same condition as received, ordinary wear and tear excepted.

3.2 Costs

Unless otherwise agreed in writing, use of Port facilities under this MOU shall not require payment of rent; however, SWPRD may be responsible for direct, program-specific costs such as staffing, utilities, or cleanup, as mutually agreed.

3.3 Liability

Each Partner shall be responsible for its own acts, omissions, officers, employees, volunteers, and agents in connection with activities conducted under this MOU, consistent with applicable Washington State law.

4. Insurance and Certificates of Coverage

4.1 Maintenance of Insurance

Each Partner shall maintain, at its own expense, appropriate general liability coverage or participation in a Washington State authorized self-insurance risk pool providing coverage for its operations under this MOU.

4.2 Certificates of Insurance

Upon request, each Partner shall provide the other with a current certificate of insurance or evidence of coverage demonstrating general liability coverage in force during the term of this MOU.

4.3 Additional Insured (If Required)

If requested for specific activities or equipment use, the providing Partner may require to be named as an additional insured with respect to activities conducted under this MOU,

to the extent permitted by law and coverage terms.

4.4 Notice of Cancellation

Each Partner shall provide reasonable notice to the other in the event of cancellation, non-renewal, or material reduction in coverage affecting this MOU.

4.5 No Waiver of Governmental Immunity

Nothing herein shall be construed as a waiver of any governmental immunity, limitation of liability, or protection afforded to either Partner under Washington law.

5. Term and Termination

This MOU shall become effective upon execution by both Partners and shall remain in effect unless amended or terminated by mutual written agreement of the Partners. Either Partner may terminate this MOU upon thirty (30) days written notice to the other Partner.

6. General Provisions

This MOU represents the entire understanding between the Partners regarding the subject matter herein. Any amendments must be in writing and signed by authorized representatives of both Partners.

SIGNATURES

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

By: _____

Name:

Title:

Date:

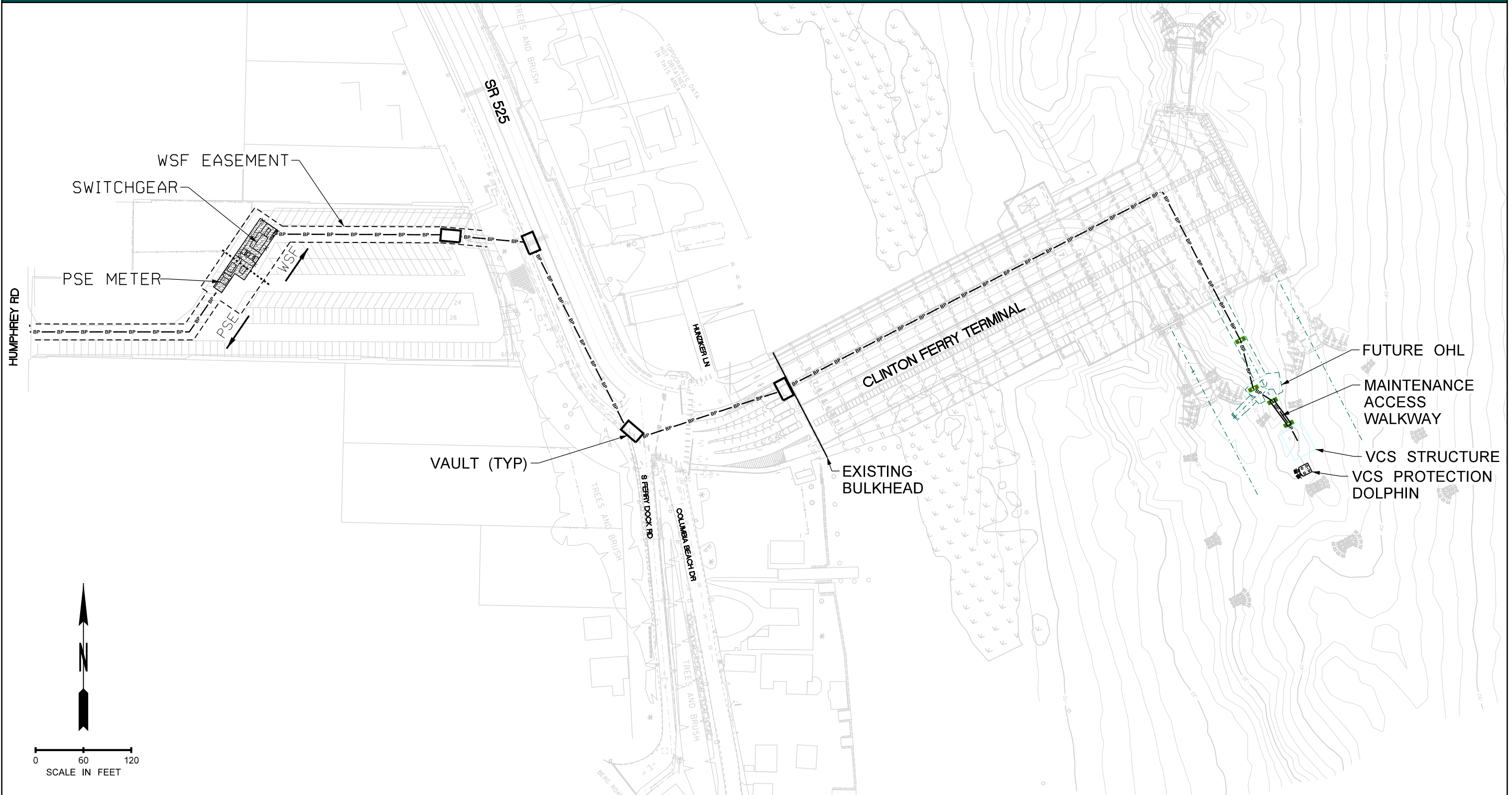
SOUTH WHIDBEY PARKS AND RECREATION DISTRICT

By: _____

Name:

Title: Executive Director

Date:



DRAFT

OVERALL SITE PLAN

2/10/2026





1804 Scott Road, Suite 303 o P.O. Box 872
Freeland, WA 98249

Phone: 360-331-5494 Fax: 360-331-5414
www.portofsouthwhidbey.com

POSW Operations Report Report – March 2026

April Fairgrounds Events:

- First WWGA of the season 4/4-4/5
- Centaurs work party 4/11
- Knight Riders club show 4/18-19
- Goat Show 4/19
- Centaurs Club Show 4/24-25
- Outcast Theater: Andre Feriante record release concert 4/24
- Small Animals Show 4/25

POSW Small projects and repairs:

- 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.
- Fairgrounds Main Restroom project moving forward and on track to be complete before the 2026 Fair.
- CERB grant in progress. This grant is intended to complete the 3-phase power on the Fairgrounds.

Committee Participations:

- No quorum for FAC. No new business.
- Langley Creative District: Jim and I met with Nicole Whittington-Johnson to discuss scope of grant for Burrier project. Focus will be on accessibility upgrades and new doors.
- Burrier Project Timeline TBD

Other mentions:

- Fairgrounds kitchens currently have available space and multiple new businesses onboarding. We are very excited about the diverse and unique food entrepreneurs that will be calling the Fairgrounds home. It is anticipated that the kitchens will be full before summer and we will reopen the waitlist.
- Whidbey Island Grown lease agreement will be renewed in April.

Amanda Ellis
Director of Operations

March 2026 Maintenance Report

We have been making improvements to multiple facilities while working to clean up excess debris and overgrowth at our parks. Our goal is to be ready for the busy season at our properties by getting the laborious projects finished. We are also in the final stage with South Whidbey Parks & Rec about making a positive addendum to our existing MOU, which would hopefully allow the Port to use Park's equipment for projects while allowing for programming space on Port property for Parks' events.

Facility Updates:

Clinton Beach:

We have further prepared the property for the spring season by continuing our landscaping work. The bathroom renovations are complete and are ready for public use. We are working to repair the fiber optic light display on the bike rack to once again draw attention to the park.

South Whidbey Harbor:

We have made repairs to a broken dock frame by reinforcing it with steel plating in addition to some minor repairs to the boat ramps floating dock hinges. Regular ramp cleaning is in place to ensure water access to the community.

Fairgrounds:

Efforts by the fair association to address the grandstand are now underway. We have also begun work to clean up the back forty by chipping excess landscaping debris. All the facility's backflow valves have been inspected as per our yearly requirements. The bathroom project will soon be underway to address repairs and renovation. Our mowing season has begun, and a regular maintenance schedule has been made to ensure consistent lawn care.

Possession Beach:

We have been working to renovate the interior of the restroom building by redoing the floor, painting, and polishing the fixtures. We have also partially reinstalled our floating docks at the boat ramp in preparation for the busy fishing season, with the remainder of the floats scheduled for installation in early April as the weather and tide allows.

Bush Point:

We have been working to renovate the interior of the restroom building by redoing the floor, painting, and polishing the fixtures. Once the weather allows we will also be painting the

exterior building to match. We have also reinstalled out floating docks at the boat ramp in preparation for the busy fishing season.

Respectfully submitted,

Christian Tomisser
Maintenance Manager
Port of South Whidbey



1804 Scott Road, Suite 303 o P.O. Box 872
Freeland, WA 98249

Phone: 360-331-5494 Fax: 360-331-5414
www.portofsouthwhidbey.com

March Harbormaster Report

Day Stops: 18
Overnight: 16
Reciprocal: 1
Winter moorage full term: 8
Winter moorage monthly: 1

Guest service

For the month of March, we had a total of 16 overnight guest. Of those 16, we received 10 reservation requests through Dockwa, 4 were integrated from old system, 1 was same day walk up. With the integrated messaging system, it is helping us communicate more effectively with our guests. I have had a few guests call for some clarification on some issues. Guests I have helped walk through the new process seemed satisfied and happy with the end result.

Community

The Sound Water Stewards had their annual Whale watching fund raiser on the 15th. Whidbey Island Kayaking will be moving back in on April 15th.

Maintenance

Christian was able to shore up the corner of C dock. General maintenance continues daily.

Kathy Myers
Harbormaster