

FRIDAY HARBOR PORT DISTRICT
Port Commission Regular Meeting at San Juan Island Yacht Club
Wednesday, August 12, 2009 at 4:00 p.m.

Minutes

Port Commissioners Present: Mike Ahrenius
Greg Hertel

Port Staff Present: Marilyn O'Connor, Port Director
Tami Hayes, Harbormaster
Phyllis Johnson, Auditor
Dave Ryan, Airport Manager

Others Present: Mike Close, SJI Marine Center
Sharon Kivisto, San Juan Islander

The meeting was called to order at 4:00 p.m.

1. Greg Hertel moved to approve the minutes of the July 22nd meeting. Mike Ahrenius seconded and the motion passed. A second Port Commission meeting in August has been scheduled for Wednesday, August 26th, at San Juan Island Yacht Club at 4:00 p.m.
2. Citizens Comments/Requests: None
3. Consent Agenda: None
4. Commission Action Issues:
 - A. Greg Hertel moved to approve **Resolution #09-017** Acceptance of the Completion of the Jackson Beach Bulkhead Restoration project. Mike Ahrenius seconded and the motion passed.
 - B. The bids for the new roof for Spring Street Landing/Downrigger building were much higher than the projected cost of the project which was \$45,000. The Port Commissioners decided to formally reject the two bids that were received for \$96,000 and \$99,000. Greg Hertel moved to approve the architects' redesign of the roof, using different materials which will allow local contractors to bid on the project. It is hoped the project can still be completed before the rainy season. Mike Ahrenius seconded and the motion passed.
 - C. Mike Ahrenius moved to approve the specifications and call for bids for the marina electrical project. The previous engineer, Path Engineering, has gone out of business. Project funding options were discussed. Greg Hertel seconded and the motion passed.

D. Mike Ahrenius moved to approve a contract with Moffat and Nichol not to exceed \$10,000 to assist in the bidding process of the marina electrical project. Greg Hertel seconded and the motion passed.

5. Commission Discussion Items:

- A. Utility obstacles in Airport Gates Project:** As construction began on the emergency access gates project at the airport, it was discovered that a number of underground utilities would need to be moved. Relocation of the gates a few hundred feet south was discussed with the Commissioners, which could result in savings on excavation costs, but would require modifications to the driveway permit. Anticipated costs of moving the site would be much less than the cost of moving the utilities in the original site. The Commission approved of the change in site location.
- B. Southwest Hangar Configuration:** The Airport Manager shared aerial photos, with proposed hangar designs for the new southwest hangar construction at the airport. Commissioners were asked to look at the proposed site at the airport with staff. The Commissioners thought the site could be prepped with future development in mind, doing the excavation now. They agreed to meet with staff and to continue discussion at the next meeting. If a hangar design is chosen, survey work could possibly start this year, with construction budgeted in 2010. Proposed costs and rate of return will also be considered.
- C. Runway 34 Obstruction Survey:** The Commission discussed various ways to handle tall trees that are obstructing the runway on the south side of the airport. If selected trees are removed or shortened, a lower minimum for Runway 34 may be obtained. The Commissioners were in favor of including an official survey in the 2010 budget.
- D. RIV Disposition:** Fire District #3 is not interested in purchasing the Port's rapid intervention vehicle. It has more value as an intact unit. Staff training for firefighting equipment is expensive, dangerous, and potentially a liability issue for the Port. If the unit is kept, training for staff will have to be included in the 2010 budget. Discussion will continue.

6. Public Hearings: None

7. Staff Reports:

- A. Marina Facilities Manager: On vacation
- B. Airport Manager: Construction on the airport improvements project is underway. There will be a two week delay due to the underground utility issue. NDB contract is to be signed by Day Wireless in the near future.

- C. Harbormaster: The Harbormaster reported an incident during the Shaw Island Classic with the Island Commuter. New signs are currently being installed on the Spring Street Landing building. Boat nights are up 6% from this time last year. Passenger vessel updates will be discussed at the next meeting. The Victoria Express passenger vessel from Bellingham is no longer coming to Friday Harbor.
- D. Auditor: Greg Hertel moved to approve Vouchers 9510-9581 totaling \$234,275.37. Runway lighting costs were discussed, Second quarter budget reports were distributed, along with July moorage revenue/boat night and A/R reports.
- E. Executive Director: Staff has been contacted by several businesses concerned about the NOAA Westside vessel exclusion zone. There will be a public hearing in Seattle on September 30th. The Commission is interested in how this data is being backed up scientifically. A meeting with staff from US Customs is scheduled next week. Plans for the new customs building are now complete but are currently on hold until the customs lease situation is determined. The area north of the terminal at the airport which is to be improved needs to be included in the 2010 budget. The commissioners expressed interest in having a budget workshop the day after the September 9th Port Commission meeting.

8. Capital Improvement/Acquisition Project Approvals: None

9. Commissioners' reports, comments, correspondence and requests: Commissioner Hertel had a meeting with Fire District #3 personnel and they have agreed to sign the lease contract, pending fire commission board approval today. An assessment of airport property will be done soon to determine the Ports' costs for fire control.

10. Agenda items pending future action: None

The meeting adjourned at 5:36 p.m.

Mike Ahrenius, Commissioner

Absent
Barbara Marrett, Commissioner

Greg Hertel, Commissioner