

**FRIDAY HARBOR PORT DISTRICT**  
**Port Commission Regular Meeting at San Juan Island Yacht Club**  
**Wednesday, July 22, 2009 at 4:00 p.m.**

**Minutes**

**Port Commissioners Present:** Mike Ahrenius  
Greg Hertel  
Barbara Marrett

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

**Others Present:** Mike Close, SJI Marine Center  
Sharon Kivisto, San Juan Islander  
James Crossley, Ernie's Cafe

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

1. Greg Hertel moved to approve the minutes of the July 8th meeting. Mike Ahrenius seconded and the motion passed.
2. Citizens Comments/Requests: None
3. Consent Agenda: None
4. Commission Action Issues:
  - A. Mike Ahrenius moved to approve **Resolution #09-016** Acceptance of the completion of the Parking Lot Storm Drain project. Greg Hertel seconded and the motion passed.
  - B. The Port Director spoke with Mr. Benton shortly before the meeting and some different language for the use paragraph was requested. No action was taken.
  - C. Mike Ahrenius moved to approve the Port Director's signature on a contract with Day Wireless for installation of the NDB at the new site. Barbara Marrett seconded and the motion passed.
5. Commission Discussion Items:
  - A. 2010 Capital Improvement Projects at the Airport: Several airport projects to be budgeted in 2010 were discussed by the Commission. The Commissioners approved of the list, with the exception of the construction of the dry pond at the

south end of the airport. As construction of the hangars progress, the necessity for the dry pond will be revisited by Commissioners.

- B. Mr. Crossley requested a review of the current lease structure for the old terminal space he occupies for his restaurant, Ernie's. The space is only being used for the restaurant, there is no longer office space and it's also acting as a lounge area for the pilots. To date the Port has maintained the outside of the building with James maintaining the inside. He is requesting the Commissioners review the rate being charged, as well as the square footage he occupies. He would also like a new floor installed. The Commissioners agreed to further discussion of a reduction, as long as it can be justified to other tenants.
- C. Wireless Internet provider for the Marina: Windjammer Cable is requesting the opportunity to provide wireless internet in the marina. The Port currently has one provider, Broadband Xpress. Installation of a new antenna would not be necessary. The airport manager would like the airport included in any future plans for wireless internet. The Commissioners discussed this project going out to bid and asking suitable contractors for proposals. They asked the Harbormaster to see what services other marinas are using. Discussion will continue.
- D. Fair Booth: Neither the Ports of Orcas nor Lopez are interested in sharing a fair booth this year. The Commissioners would like a booth and asked staff to send an invitation via e-mail to all marina and airport businesses asking for their assistance in staffing the booth, letting them know it's a good opportunity to promote their local businesses at the fair.

6. Public Hearings: None

7. Staff Reports:

- A. Marina Facilities Manager: Bob Freeauf brought the Commission up to date on several marina projects. Opalco has installed the vault for the rewiring project. The roof for the Downrigger's building is to bid, with construction starting on the September 8<sup>th</sup>. The Jackson Beach Bulkhead project is complete, as is the water line repair. The storm drain project is also now complete. The lease for Granville Marine on the bottom floor of the Yacht Club building terminates on July 31<sup>st</sup> and the plan is to use the space as a much needed laundromat.
- B. Airport Manager: The pre-construction meeting was held and Richard Lawson Construction will start the Airport Improvement Project on Monday, 7/27. It's expected to take 60 days to complete. Airport staff has been busy striping airport parking lots with the new striper. A new catchment was built for the used oil dump. Possible camping in the tie-down area was discussed. The Commissioners were supportive, but asked Dave Ryan to research a little more. No campfires would be allowed. Dave Ryan has had a private contractor mow airport fields in exchange for the grass hay from the fields. It's worked out well and cuts down on staff mowing time.

- C. Harbormaster: The Harbormaster received a letter of complaint from a customer of Trophy Charters. Staff will revisit the commercial business policy, possibly rewriting to indicate after three complaints, the lease may be terminated. Boat nights are up 166 from this time last year. Tami Hayes informed the Commission of an altercation between a transient boater and a permanent marina customer over the fourth of July week-end. The Commissioners directed staff to proceed with the purchase of a new marina video camera, since the old camera quit working on May 15<sup>th</sup> and many customers have missed it.
- D. Auditor: Mike Ahrenius moved to approve Vouchers 9458-9509 totaling \$157,203.32. June financial reports were not distributed due to completion of the 2008 audit, with the exit conference scheduled for 7/23/09.
- E. Executive Director: Marilyn O'Connor informed the Commission that the CPI declined in June for the first time. She attended the Port Director conference in Port Ludlow recently, thanking the Commission for allowing her to attend. An airport tenant is interested in supplying the airport with jet fuel. She was informed by Customs that someone would be on island regarding the Customs lease in the near future. She would like to schedule a meeting with them while they are here so the fate of the customs lease could be discussed.

8. Capital Improvement/Acquisition Project Approvals: None

9. Commissioners' reports, comments, correspondence and requests: Commissioner Hertel stated a meeting with Fire District #3 personnel and Marilyn O'Connor is scheduled on August 5<sup>th</sup>.

10. Agenda items pending future action: None

The meeting adjourned at 6:37 p.m.

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Mike Ahrenius, Commissioner

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Barbara Marrett, Commissioner

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Greg Hertel, Commissioner