

**FRIDAY HARBOR PORT DISTRICT**  
**Port Commission Regular Meeting at San Juan Island Yacht Club**  
**Wednesday, June 24, 2009 at 4:00 p.m.**

**Minutes**

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

**Port Staff Present:** Marilyn O'Connor, Executive Director  
Dave Ryan, Airport Manager  
Phyllis Johnson, Auditor

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

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

1. Barbara Marrett moved to approve the minutes of the June 10th meeting. Greg Hertel seconded and the motion passed.
2. Citizens Comments/Requests:
3. Consent Agenda: None
4. Commission Action Issues:
  - A. The Port engineer and staff are evaluating bids for the airport gates project. Discussion to continue at 9:45 a.m. Friday morning.
  - B. Greg Hertel motioned to approve an amendment to the IPS lease which would allow sublease of part of the storage shed. The Port Director recommended reserving the right to limit types of storage. Barbara Marrett seconded and the motion passed.
  - C. Mike Ahrenius moved to approve **Resolution #09-015** authorizing the Port Director's signature on the Washington Aeronautics grant application which would amount to approximately \$19,000. Barbara Marrett seconded and the motion passed.
5. Commission Discussion Items:

Cannery waterline repairs request: The waterline out to the Cannery at Jackson Beach is in need of repair. A new flex line could be installed of the existing 4" ductile line. No heavy equipment is allowed on the spit so the work has to be done by hand. The Commissioners approved the Port Director's signature on the paperwork, once the Port

Attorney has reviewed it.

Airport Rapid Intervention Vehicle (RIV) alternatives: There was discussion about possible alternatives for the RIV at the airport. If the unit is kept the cost of firefighting training for staff should be considered. Selling the truck with the unit was an option. Selling the unit and keeping the truck is an option. Working out a possible trade with Fire District #3 was another option.

Payment for Protection Services to Fire District #3: The Port Commissioners would like to meet with Fire District #3 Commissioners and then attend one of their Commission meetings to discuss the rate the Port is to be charged for fire protection. The Commissioners would like to keep the three issues involving Fire District #3 separate issues.

Lease adjustment for Fire District #3: The amendment the lease adjustment has not yet been signed by Fire District #3. A four year gradual rate increase has been offered to them. The Port is guided by FAA guidelines to rent at fair market value. The Commission approved billing the Fire District for the increase.

6. Public Hearings: None

7. Staff Reports:

- A. Marina Facilities Manager: Brad Rowland is departing, with Kevin Elmer recently being hired. Kevin has good electrical experience.
- B. Airport Manager: James Crossley has asked permission to organize a dance at Island Air in early September. Dave Ryan suggested security measures be taken so there are no vehicles on the runway and parking is not a problem. The Commission was in favor of the function as long as security measures are taken and a parking area is coned off. The NDB site has been cleared and Dave Ryan is still awaiting final costs from installers. The terminal is in need of repair. Dave Ryan distributed a list of proposed Master Plan updates for Commissioners to review for a later discussion. TSA recently apprehended an airport employee, questioning him extensively. The Commissioners thought Dave Ryan should write a letter asking them to announce their arrival at the airport so this doesn't happen again.
- C. Harbormaster: Absent
- D. Auditor: Greg Hertel moved to approve Vouchers 9368-9398 totaling \$41,567.81. Mike Ahrenius seconded and the motion passed. The May budget report was distributed. Phyllis Johnson reported that boat nights were up 200 from this time last year.

E. Executive Director: The meeting with Customs (CBP) to discuss their lease status has not yet taken place. The status of 2009 projects were reviewed. Jenny Roberts of the K-12 Marine program for the schools informed Marilyn that water testing results in the marina have improved from last year.

8. Capital Improvement/Acquisition Project Approvals: None

9. Commissioners' reports, comments, correspondence and requests: Staff was asked to obtain information from the Fair board regarding a booth at the fair.

10. Agenda items pending future action: None

The meeting adjourned at 5:15 p.m. but will be continued on June 26th at 9:45 a.m. at the Port Office to discuss the award of the project at the airport.

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Mike Ahrenius, Commissioner

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Barbara Marrett, Commissioner

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Greg Hertel, Commissioner