

**FRIDAY HARBOR PORT DISTRICT**  
**Port Commission Regular Meeting at Ernie's Café at the Airport**  
**Wednesday, October 14, 2009 at 4:00 p.m.**

**Minutes**

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

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

**Others Present:** Sharon Kivisto, San Juan Islander  
Jenny Roberts, UW Friday Harbor Labs Outreach Program (K-12)  
Bill Watson, EDC

The meeting was called to order at 4:02 p.m.

1. Barbara Marrett moved to approve the minutes of the September 23rd meeting. Greg Hertel seconded and the motion passed.
2. Citizens Comments/Requests: Jenny Roberts of Friday Harbor Labs Outreach Program gave a brief presentation to the Commission on water testing her program does for the marina. Due to budget cuts, the program will not operate during the summer months unless additional funding is obtained. The Commission felt the water testing was good information for the Port to have on hand. Commissioner Marrett asked that Jenny also report back to the Commission on the cost of testing for surfactants. Greg Hertel moved to approve an additional \$1,000 to the \$750 currently budgeted for the program. Mike Ahrenius seconded and the motion passed.

The EDC is requesting an additional \$2,000 from the Port this year. They are planning to hire a .75 time Director this year. Mike Ahrenius moved to approve an additional \$2,000 to support the EDC for 2010. The Port's 2010 donation will be \$8,000. Barbara Marrett seconded and the motion passed.

Mike Close, San Juan Marine Ctr. reported 1,200 kayak rentals this season, with 300 people renting the small electric boats.

3. Consent Agenda: None
4. Commission Action Issues:

- A. Tami read a letter the Port Director wrote honoring the life of Nourdine Jensen, who passed on Sunday, October 11<sup>th</sup>. The letter will be sent to the press for publication.
  - B. The NDB project is pending FAA approval, but the construction portion is now complete. Greg Hertel moved to approve **Resolution #09-018**, accepting the NDB project as complete. Barbara Marrett seconded and the motion passed.
  - C. After reviewing a parcel map from the engineer, Greg Hertel moved to approve the airport property trade with San Juan County Public Works. Mike Ahrenius seconded and the motion passed.
  - D. The date for the Public Hearing on the 2010 Budget and Schedule of Fees and Charges will be at 5:00 p.m. on November 4, 2009 and will be held at the Yacht Club.
  - E. Greg Hertel moved to award the bid on the 480V Electrical Project to High Mountain Electric of Kirkland, WA and to approve the Executive Director's signature on the contract for the project. Mike Ahrenius seconded and the motion passed.
5. Commission Discussion Items:
- Report on bids for 480V Electrical Project: Bob Freeauf reported six bids being received, with the lowest provided by a firm from Kirkland, High Mountain Electric for \$167,500. Reference and work history have been checked, with a favorable outcome. The work is scheduled to begin as soon as equipment is received in approximately 6 weeks.
- NOAA Westside Vessel Exclusion Zone Proposal: The Commissioners discussed the proposed NOAA Vessel Exclusion Zone on the west side. They agreed to support the recommendations of the Whale Museum which include a general 150 yard sanctuary around the whales and a minimum 400 yard distance kept as whales are headed toward boats. The public comment deadline is October 27<sup>th</sup>. Commissioner Marrett plans to write a personal letter about the issue. Commissioner Ahrenius said he would like to read the letter.
- 2010 Budget Discussion: Both the Port Director and Auditor handed out 2010 proposed fees and charges, with the most significant increase being in hangar rates, which would enable much needed improvements to continue. Possible options in moorage rate increases were discussed. Commissioner Ahrenius feels a 1-2% annual increase is needed to keep the long-term rebuilding costs of the marina a priority. It was agreed that staff would send a letter to all moorage customers affected by a rate increase, explaining how it was calculated, once a formula has been decided by the Port Commission.

Staff has received notice that health insurance costs for the Port will rise 15%, with the current plan being discontinued and replaced with another. Due to the current economy it is recommended staff merit increases be temporarily frozen. Slated

construction projects for 2010 were discussed, with the Customs building being set aside from the budget. If negotiations are reached with Customs and Border Patrol and the building is to be built in 2010 a budget amendment will be needed.

6. Public Hearings: None

7. Staff Reports:

- A. Marina Facilities Manager: The roof on the Downrigger's building will be raised 2 ½ ft. and plans will be presented to the Historical Preservation Review Board for approval. Equipment for the 480V electrical project has been ordered. The new sewer pumps are still currently owned by the Town, but eventually will be the responsibility of the marina maintenance department. They are functioning well at this time.
- B. Harbormaster: Moorage revenues are up 1% from last year, with boat nights being up from last year 132 year to date. Payment status on various accounts on the aged accounts receivable report totaling \$47,347 was discussed. Three boats are scheduled to be impounded this month if payments are not brought up to date. Several items were purchased by bidders in the recent Port surplus sale. Tami reported on the PCC conference she and the Assistant Harbormaster attended in Bremerton. Their new marina is beautiful, but currently not full. Four ports discouraged the implementation of a Port maintained free Wi-Fi system, stating technical issues and staff time required for repairs as the major problems. 35 ft. slips are currently available in the marina. Winter moorage is down, but 20-24 slips are filled more than usual.
- C. Airport Manager: Transient tie-downs are down 9% from last year. The improvements project is almost complete, with additional testing on the pavement still needed. Exterior columns are being replaced, along with cedar shake replacement on the east side of the terminal. The bathroom remodel is included in the 2010 budget. More than 10,000 passengers have been enplaned at FHR, keeping the airport eligible for FAA entitlement funds.
- D. Auditor: Greg Hertel moved to approve Vouchers 9686 - 9734 totaling \$184,361.93. Barbara Marrett seconded and the motion passed. Monthly reports were distributed. There is a 1% decrease in moorage YTD, due to the loss of commercial accounts at Spring Street Landing.
- E. Executive Director: The Public Hearing for the 2010 budget is scheduled for 5:00 p.m. on November 4, 2010 at the San Juan Island Yacht Club. The date and time of the second Port Commission meeting in November will be determined at a later time.

8. Capital Improvement/Acquisition Project Approvals: None

9. Commissioners' reports, comments, correspondence and requests: The Commissioners discussed possibly offering visiting airport and marina customers a discount coupon book which would give them discounts on goods and services of the Port's lease or rental customers, such as boat or kayak rentals, whale watch, etc.

10. Agenda items pending future action: None

The meeting adjourned at 6:00 p.m.

---

Mike Ahrenius, Commissioner

---

Barbara Marrett, Commissioner

---

Greg Hertel, Commissioner