

**THE PORT DISTRICT OF SOUTH WHIDBEY ISLAND  
SPECIAL MEETING**

Held at Port Office Conference Room, 1804 Scott Rd, Freeland, WA  
Friday, August 26, 2016 at 8:30 a.m.

**AGENDA**

SPECIAL MEETING CALL TO ORDER and PLEDGE OF ALLEGIANCE (8:30 a.m.)

**Selection of applicant for the position of Construction Manager for the Possession Beach  
Waterfront Park Boat Ramp Renovation Project.**

ADJOURNMENT (Approximately 9:00 a.m.)

**PORT DISTRICT OF SOUTH WHIDBEY ISLAND**

Minutes of the Special Meeting

August 26, 2016

Freeland, Washington

**Commissioners Present:** Ed Halloran (Langley) & Curt Gordon (Clinton); **Absent:** Jack Ng (Freeland)

**Port Staff:** Jan-Marc Jouas (Acting Executive Director) & Noriko Sparkman (Admin/Accounting Support); **Absent:** Molly MacLeod-Roberts (Port Clerk/Accountant)

**MEETING CALL TO ORDER:** The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Wednesday, August 26, 2016, in the Port office conference room at 1804 Scott Rd. in Freeland, WA. As announced, the primary purpose of the Special Meeting was for the Commission to address the item on the Agenda. Although the Meeting was of course open to the public, it was scheduled primarily for Commission consideration, discussion and action on that specific issue and public participation was not on the Agenda.

Commissioner Ed Halloran, President, called the Special Meeting to order at 8:31a.m., followed by the Pledge of Allegiance.

**Selection of applicant for the position of Construction Manager for the Possession Beach waterfront Park Boat Ramp Renovation Project:** The Port received two responses to the Request for Qualifications/Proposals to provide construction management services; from Richard L. Hill and from Mott McDonald LLC.

**EXECUTIVE SESSION:** The Commission recessed into Executive Session at 8:32 a.m. for an expected duration of 15 minutes to discuss the qualifications of the applicants. The Commission came out of Executive Session and returned to the Special Meeting at 8:46 a.m.

Commissioner Curt Gordon said both proposals are very qualified, but he would like to have the engineer separate from the construction manager.

**ACTION:** A Motion was made by Gordon and seconded by Halloran to accept the Proposal for Consulting Services as submitted by Richard L. Hill for the not to exceed amount of \$17,329.54. The Motion passed unanimously.

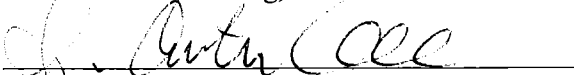
**ADJOURNMENT:** The Special Meeting was adjourned at 8:50 a.m.

Approved:

  
\_\_\_\_\_  
Commissioner Ed Halloran, Langley

Minutes reviewed by:

  
\_\_\_\_\_  
Angi Mozer, Executive Director

ABSENT  
\_\_\_\_\_  
Commissioner Jack Ng, Freeland  
  
\_\_\_\_\_  
Commissioner Curt Gordon, Clinton

**Public Disclosure Statement:** The foregoing Meeting Minutes, audio recording and all supporting documents presented are available at the Port of South Whidbey, 1804 Scott Rd., Suite 101, Freeland WA 98249.