

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

Held at Port Office Conference Room, 1804 Scott Rd, Freeland, WA
Friday, September 2, 2016 at 8:30 a.m.

AGENDA

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

The commissioners will address the Possession Beach Boat Ramp Repair and Renovation Project. Specifically, the Commissioners will consider a request by the Construction Manager to order precast ramp sections as soon as possible, before the project goes to bid. Pre-bought ramp sections would provide the Port with substantial savings in time and cost.

ADJOURNMENT (Approximately 9:00 a.m.)

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

Minutes of the Special Meeting

September 2, 2016

Freeland, Washington

Commissioners Present: Ed Halloran (Langley), Jack Ng (Freeland) & Curt Gordon (Clinton)

Port Staff: Jan-Marc Jouas (Acting Executive Director), Molly MacLeod-Roberts (Port Clerk/Accountant), and Rick Hill (Possession Construction Manager)

MEETING CALL TO ORDER: The Special Meeting of the Port District of South Whidbey Island's Board of Commissioners was convened on Friday, September 2, 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 8:33 a.m., followed by the Pledge of Allegiance.

Possession Boat Ramp Renovation Project: Construction Manager Rick Hill had drafted a Memo recommending the Port (rather than the contractor) purchase the precast concrete panels for the project. The Memo explained that the panels require an 8 to 10 week lead time, so if the Port were to wait until the project goes out to bid construction could be delayed until early next year. The total estimated cost for the precast concrete panels is \$140,800, plus Washington State Sales Tax. By removing the panels from the bid and ordering ahead of the contract award, the Port will realize an estimated savings of \$14,000-\$21,000.


ACTION: A Motion was made by Commission Curt Gordon and seconded by Commissioner Jack Ng to authorize the Executive Director to purchase the precast concrete panels as discussed. The Motion passed unanimously.

Gordon asked Hill to draw up the changes to the bid documents and then have the engineer review it. Hill will meet with Island County Planning on September 5th regarding permitting requirements.

ADJOURNMENT: The Special Meeting was adjourned at 8:46 a.m.

Approved:

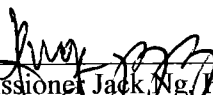
Minutes reviewed by:



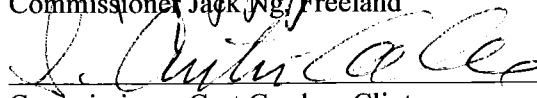
Commissioner Ed Halloran, Langley



Angi Mozer, Executive Director



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.