

# ▶ City of Whittier Boat Harbor Update

## ▶ September 30, 2011

- ▶ The remaining parking attendant stayed through September to assist with final cleaning of public restrooms for winter closure.
- ▶ One of our Harbor Assistants gave notice and her last day of work was October 2, 2011.
- ▶ The Harbor has posted a job announcement for a temporary Harbor Assistant I; and will interview during the week of October 17.
- ▶ A generator field technician performed an assessment of both generators on September 7. The west generator is now operational; the east generator needed a voltage regulator. The field tech returned with the parts during the week of September 19 and completed the repairs. Public Works' mechanic completed a fluid, filter change and tune-up on both generators.
- ▶ The portable holding tank pump out was down for repairs. We replaced the motor, Public Works did the work for us. The mobile pump out is up and running. It will be stored in the Harbor's storage cage at P-12 this winter.
- ▶ Repair work on the Harbormaster building began the last week of September. The contractor hired three (3) local people to their crew. The boiler and water heater were replaced and heat has been restored to the building. Repairs on the public restroom facilities and Harbor Shop are in progress.
- ▶ The foundation timbers were put in place under the Harbor Shop entrance; the final section of skirting will be finished after the plumbers are through with their repairs to the first floor.
- ▶ We have received approval from administration for a check scanning machine, and our financial staff is working on the application process.
- ▶ After a thorough review of our credit-bank card processing and storage of records, we have revised our security, storage and handling procedures.

Thank you,

Sue Miller  
Harbormaster