

FRIDAY HARBOR PORT DISTRICT
Port Regular Commission Meeting at
Spring Street Landing, 10 Front Street, Suite #105
November 29, 2017

Minutes

Port Commissioners Present: Barbara Marrett
Greg Hertel
Graham Black

Port Staff Present: Todd Nicholson, Executive Director
Tami Hayes, Harbormaster
Stuart Hansen, Airport Manager
Shane Krause, Executive Assistant

Public Present: Jim Slocomb

Commissioner Marrett brought the meeting to order at 4:00 pm.

1. Citizen comments/requests: None
2. Action Items:

A. Resolution honoring the retirement of Mike Ahrenius

The Harbormaster presented former Commissioner Mike Ahrenius with a resolution honoring his service to the Port.

Commissioner Hertel called for a brief recess.

Commissioner Marrett called the meeting back to order at 4:16 pm.

B. Approve collective bargaining agreement

The Executive Director presented the proposed collective bargaining agreement between the Port and Washington State Council of County and City Employees Local 1849-P. He explained that it has a 3 year term and is consistent with the Port's 2016 employee handbook, and accomplishes its primary goal of maintaining parity amongst all employees. He recommended that the Commission approve the agreement.

The Commissioners noted that the proposed agreement matches current policy. Commissioner Hertel moved to approve the collective bargaining agreement, seconded by Commissioner Black. The motion passed unanimously.

C. Award contract for Obstruction Removal Project

The Airport Manager presented the recommended contract bid from Konnerup Construction Inc. from Stanwood Washington for the Obstruction Removal Project and requested approval for the Executive Director's signature on the contract. He noted that this was the second lowest bid, with a total of \$285,444. The Executive Director added that the low bidder was only marginally lower and failed to submit key documents in their bid.

Commissioner Marrett asked what the original budgeted amount was for the project, to which the Airport Manager responded \$420,000

Commissioner Hertel moved to approve the Obstruction Removal Project to Konnerup Construction Inc., and Commissioner Black seconded. The motion passed unanimously.

D. Appoint applicants to Citizens Advisory Committee

The Executive Director shared the staff proposed list of Committee members selected from the pool of applicants who responded to the request for interested individuals.

The Commissioners and Executive Director discussed the proposed Committee members, next steps, and the timeline after appointing the Committee members. The Executive Director noted that the Committee's meetings will be open public meetings. Port staff will develop by-laws for the Committee and will present them to the Commission for approval at a future meeting.

Commissioner Hertel moved to appoint the proposed members of the Citizen's Advisory Committee as presented by Port staff. Commissioner Black seconded and the motion passed unanimously.

3. Discussion Items

- A.** Commissioner Hertel requested a discussion item be added to the meeting agenda to further discuss what the Citizens Advisory Committee will consider. The Commissioners shared their ideas for the Committee to focus on.

4. Regular Business

- A.** Minutes for November 8, 2017 regular meeting approved with 3-0 vote.
- B.** Payroll, vouchers #017051-017055 for \$2,785.23 and vouchers #017056-017093 for \$79,076.30 approved with 3-0 vote.
- C.** Administrative Items: None

5. Staff Reports

- The Harbormaster shared that she will be meeting with the Town regarding garbage

- The Airport Manager noted that Westwind Aviation had lost their sublease and have now moved into the Port's conference room in the "tower" building at the airport.
- The Airport Manager noted that the next airport master plan meeting is on December 6th at the airport terminal
- The Executive Director shared details of contact by a private party in regards to development plans on a parcel bordering the marina parking lot, specifically seeking access through the parking lot. He anticipates that they will bring more details within the next month for presentation to the Commission.
- The Executive Director shared that two individuals have approached the Port about developing a parcel owned by the Port near the marina parking lot, but have not yet provided an actual proposal to be brought to the Commission.

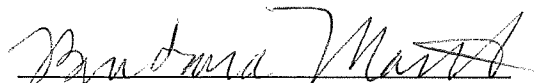
6. Port Commissioner Issues and Committee Reports

- A. Commissioner Hertel attended the WPPA annual conference, and noted that many grant funding sources are currently unavailable.
- B. Commissioner Black attended the WPPA New Commissioner seminar, and noted approximately 40 Commissioners in attendance.
- C. Commissioner Marrett shared news that NorthStar Air Tours has received his Part 129 approval from the FAA to start scheduled flights.
- D. Commissioner Marrett suggested the Port participate in a mailing with the Visitors Bureau, Economic Development Council, and Chamber of Commerce to share what the Port does and how the groups work together.
- E. Commissioner Hertel met with Brian Goodremont after the last Commission meeting and noted some points about his concerns voiced at that meeting regarding the new Spring Street Landing building. The Commissioners discussed the related challenges and some possibilities for resolution.

7. Citizen comments/requests:

- A. Jim Slocomb, one of the Citizen Advisory Committee appointees, wished to state for the record that Friends of the San Juans is one of his largest clients, he is personally close to the organization, but is not staff or board, and cannot speak for the organization. He offered to be a conduit for them when appropriate, but wanted the Commission to be clear on his association with the group.

Commissioner Marrett adjourned the Regular meeting at 5:18 pm.


Barbara Marrett, Commissioner


Greg Hertel, Commissioner


Gib Black, Commissioner