

FRIDAY HARBOR PORT DISTRICT

Port Commission Meeting at

271 Front Street

March 14, 2018

Minutes

Port Commissioners Present: Barbara Marrett
Greg Hertel
Graham Black

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

Public Present: (RCW 42.30.040, A member of the public shall not be required, as a condition to attendance at a meeting of a governing body, to register his or her name and other information, to complete a questionnaire, or otherwise to fulfill any condition precedent to his or her attendance. Therefore, any individual present including speaking who has not stated their name for the record or signed in shall not be listed on the minutes.)

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

1. Citizen comments/requests: None

2. Action Items:

A. Approve fourth amendment to Four Ladies Inc. lease

The Executive Assistant presented an amendment, explaining the terms it modifies and adds to the lease.

Commissioner Hertel moved to approve the fourth amendment to Four Ladies Inc. lease. Commissioner Black seconded, and the motion passed unanimously.

B. Reschedule Commission retreat for a 6 month informal review of the Executive Director and develop a 5, 10, 20 year vision for the Port

Commissioner Hertel opened the discussion on scheduling the retreat. The Commissioners agreed on Tuesday, March 20th at 4pm. Port Staff noted that they will publish the special meeting in advance as required.

C. Approve memorial event at the Friday Harbor Airport

The Airport Manager shared details of the event which will be open to the general public and is planned for Saturday, March 17th at 1:30pm in the Airport terminal. Commissioner

Hertel asked if there were any issues with aircraft arriving/departing, which the Airport Manager explained that there would not be any due to it being held in the terminal instead of the previously planned hangar location.

Commissioner Black moved to approve the memorial event at the Friday Harbor Airport. Commissioner Marrett seconded, and the motion carried unanimously.

3. Discussion Items

Commissioner Hertel moved an item previously listed as a staff report on the agenda to the first discussion item in consideration of attendees present.

A. Discuss Jackson Beach connection trail

The Executive Director shared details of the planned trail which is part of the Port's Waterfront Master Plan. He explained that existing agreements with property owners provide for a portion of the trail path, and one other agreement with a developer for the remaining portion is pending. He asked the Commission if in the case that the developer is not willing to grant the easement at all or in advance of their development threshold, should the Port leverage eminent domain in the interest in public safety to establish the trail connection, engage the County to do the same, or wait and see what happens.

Commissioner Marrett asked about the Port's part in the project, which the Executive Director explained that both the County and the Port have sufficient interest in public safety and the Port's Waterfront Master Plan includes development of the connection trail to provide safe access to the facility. He went on to explain that this provides sufficient grounds to use tools at the Port's disposal up to and including eminent domain, and that the same is true of the County. Commissioner Hertel proposed talking to the property owners about a friendly condemnation of the edge of the property line for the trail to be placed along. The Commissioners, Port Staff, and an individual from the Public discussed the condemnation and an existing utility easement on a neighboring property. Commissioner Marrett suggested building in the option of a release of a temporary easement based on the development providing a new trail path. The Executive Director pointed out the proposed and potentially temporary trail location on a map.

Commissioner Hertel asked the Commission for permission to approach the property owners to initiate a discussion about the proposed plan.

Commissioner Hertel moved to item 3B on the agenda next in consideration of attendees present.

B. Scheme of Harbor Improvements

The Executive Director asked for Commission approval of a proposed schedule for a public hearing to be held on April 11th, noting that the Phase 2 Environmental Site Assessment (ESA) report and Citizen's Advisory Committee report for the prospective purchase of the Jensen & Sons Boatyard will be complete. Commissioner Marrett asked about unknowns in the Environmental Site Assessment, to which the Executive Director

noted that those not known by April 11th will remain unknown for many years. He noted that there has been no scenario where a Port has undertaken a brownfield project where they were required to perform environmental mitigation without available funding, and that results of the testing received to date are as expected. He went on to explain that only new development work would be stopped, and that the Commission should look at the existing facility and whether they're comfortable with operating it as-is. The Commissioners and Executive Director discussed the expected outcome of the ESA report and associated remediation of findings, details of the draft Master Plan and timeline leading up to a public hearing, sources of grant funding, and possible improvements to be made at the facility.

C. Discuss meeting protocol

Commissioner Hertel shared an example for meeting protocols to formalize the flow and avoid wandering, which the Commissioners and Executive Director discussed.

D. The Commissioners may discuss any issues or other items as required

No additional topics were raised.

4. Regular Business

- A. Minutes for the February 28, 2018 Regular Meeting approved with 3-0 vote.
- B. Vouchers #017291-017328 for \$122,936.48 and payroll approved with 3-0 vote.
- C. Administrative Items: none

5. Staff Reports

- A. The Port Auditor shared the 2017 Year End Review with the Commission. The Commission and Staff discussed the Review.
- B. The Airport Manager and Executive Director updated the Commissioners on the Obstruction Removal Project.


6. Port Commissioner and Committee Reports

- A. Commissioner Hertel shared details of a visit to North Island Boat at Skyline Marina, the prospective operator of Jensen's, to view their operations at that location.
- B. Commissioner Marrett asked for an update on the project to remove the dumpsters from the pier. The Executive Director shared details of a potential plan to remove the portable restrooms outside of the marina office to make room for a new trash compactor solution. A citizen shared a similar solution in use elsewhere and noted limited access results in an "attendant mess" being commonly present surrounding it. Staff will present a proposed solution at a future Commission meeting.

- C. Commissioner Black asked if there have been any updates on leasing the Spring Street Landing spaces, to which the Executive Assistant noted receiving significantly increased interest.

7. Citizen comments/requests: None

Commissioner Hertel adjourned the Regular meeting at 5:46 pm.



Barbara Marrett, Commissioner



Greg Hertel, Commissioner



Graham Black, Commissioner