

FRIDAY HARBOR PORT DISTRICT

Port Commission Meeting at
271 Front Street
May 23, 2018

Minutes

Port Commissioners Present: Greg Hertel
Barbara Marrett

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

Public Present: Don Nixon
Sandy Strehlou

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

1. Citizen comments/requests: None

2. Action items:

A. Approve Resolution 18-006 – Policy regarding disposal of surplus property

The Executive Director presented the resolution to increase the value limit of surplus property to \$10,000, explaining that the Port has accumulated many low value items requiring surplus. Reducing the excessive inventory will allow Staff to consolidate the existing separate shop spaces. The Commissioners and Staff discussed details of the items and approaches to the surplus of them. Commissioner Marrett noted concern about security of items at Jensen's.

Commissioner Marrett moved to approve Resolution 18-006. Commissioner Hertel seconded, and the motion passed unanimously.

B. Authorize Executive Director to sell Jensen's shop inventory and selected equipment to Mico Holdings

The Executive Director explained details of the Memorandum between the Port and Mico Holdings Inc., Operator of the Jensen's Boatyard, which included sale of the shop inventory to the Operator. He noted that the Operator is currently entering the inventory into their systems and determining what items are of value to them. The Commissioners and Staff discussed value of the inventory including tools and equipment as included in the purchase of the property and possible resale value of the shop inventory.

Commissioner Marrett moved to approve the Executive Director to sell Jensen's shop inventory and selected equipment to Mico Holdings Inc. Commissioner Hertel seconded and the motion passed unanimously.

C. Approve Jackson Beach road easement to County

The Executive Director updated the Commissioners on discussion with the County on taking over maintenance of the Jackson Beach road. He explained that the County cannot restrict use of the road but will create an ordinance to establish the desired nighttime restrictions on the parking at Jackson Beach. The Commissioners and staff discussed the timeline and

Commissioner Hertel moved to approve the Jackson Beach road easement to San Juan County. Commissioner Marrett seconded, and the motion passed unanimously.

3. Discussion Items

A. Grand opening of Sound Maintenance hangar

The Airport Manager shared that Dean Riley of Sound Maintenance will be holding a grand opening on June 1st at 5pm. He asked if the Commissioners will attend the event, which both Commissioners present confirmed. The Executive Director noted that Sound Maintenance has recently picked up additional business due to another shop owner retiring.

B. F hangar condo and stormwater

The Executive Director updated the Commissioners on the status of the F hangar construction, noting that only the roof skin and trim remain. The Commissioners and Staff discussed the sale of individual units and use of resulting funds to improve two other hangars and increase the airport's stormwater capacity. He stated that the additional capacity will allow further infill development at the airport.

Citizen comments/requests:

Commissioner Marrett called Sandy Strehlou forward to present her request. Sandy presented a plea for the Port to purchase and preserve the wheelhouse of the Nereid, originally built at Jensen & Sons Shipyard and currently for sale by a private party. The Commissioners and Staff discussed the condition, possible costs, challenges, uses, and whether it is appropriate for the Port to take on such a project. A combined community effort was discussed. Commissioner Hertel asked for further discussion with Staff and all Commissioners.

3. Discussion Items

C. Jensen's seaplane base design

The Executive Director discussed preliminary work with the Port's Airport Engineer on the Airport layout plan to establish an extension of the Port's seaplane base at Jensen's marina. He noted substantial discretionary funding may soon become available from the FAA.

4. Regular Business

- a. Minutes for the May 9th, 2018 Regular Meeting and May 16th Special Meeting approved with 2-0 vote.
- b. Vouchers #017455-017484 for \$50,922.91 and payroll approved with 2-0 vote.
- c. Administrative Items: none

5. Staff Reports

- A. The Port Auditor presented the Q1 2018 financial report.
- B. The Airport Manager announced the completion of phase 1 of the Obstruction Removal Project.
- C. The Airport Manager announced the hiring of a new Assistant Airport Manager, Tim Barrett.
- D. The Executive Director noted that the Executive Assistant has been assigned the Public Records Officer duties.
- E. The Executive Director discussed storm water handling at Jensens.

6. Port Commissioner and Committee Reports:

- a. Commissioner Marrett participated in the Economic Development Council luncheon and recommended that Commissioner Black join their board. Commissioner Hertel noted he would fill in if Commissioner Black cannot.
- b. Commissioner Marrett asked about the Pirate Festival, which the Executive Director noted it is on June 22nd-24th. The Commissioners and Staff discussed planning and advertising of the event.
- c. Commissioner Marrett asked if Brian McGlynn is retiring which the Airport Manager confirmed.
- d. Commissioner Marrett asked if the American Constellation takes water from the Port, to which the Executive Director noted that some of the cruise ships do and they report their water use to Staff.
- e. Commissioner Hertel noted that staff at Jensens has been doing regular inspections of the land side and the docks for environmental checks. He recommended that the Harbormaster and Assistant Harbormaster start doing their own regular checks of the facility.
- f. Commissioner Hertel noted a need for signage at Jensens stating moorage customers only. The Commissioner and Staff discussed additional signage and security at the facility.

- g. Commissioner Hertel discussed establishing policy for prioritizing waitlists to favor economic development by putting Jensen boatyard workers at a higher priority.

7. Citizen comments/requests:

- a. Don Nixon noted the approach to disposal of surplus items taken by an old hardware store that closed by selling by the pound.

Commissioner Hertel adjourned the Regular meeting at 5:34 pm.



Barbara Marrett, Commissioner



Greg Hertel, Commissioner

Graham Black, Commissioner

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