

FRIDAY HARBOR PORT DISTRICT
Port Commission Meeting at
221 Weber Way – Skagit Valley College Community Room
June 27, 2018

Minutes

Port Commissioners Present: Barbara Marrett
Greg Hertel

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

Public Present: Stephanie O'Day
Sharon Kivisto

(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. Presentation:

- A.** Stephanie O'Day presented a proposal to re-zone several parcels including the Fire District parcel to allow higher density development. Stephanie and the Commissioners discussed noise and safety issues surrounding the airport, as well as housing issues on the island. The Executive Director noted FAA funding for airport properties requires assurances from the Port including resisting activities related to residential uses on such properties. The Airport Manager shared details of the FAA overlay zone covering the area.
- B.** AOPA was not present to give their presentation
- C.** Port Staff and Commissioners discussed Stephanie O'Day's presentation with her and noted that the Port cannot endorse the proposal.

3. Action Items:

A. Approve Resolution 18-007 – Use of biofuels and electricity for the Port’s vessels, vehicles, and construction equipment

The Executive Director presented Resolution 18-007 pursuant to RCW 43.19.648 and chapter 194-29 WAC, noting that the regulations state adoption of electric vehicles is not required if impractical.

Commissioner Marrett moved to approve Resolution 18-007. Commissioner Hertel seconded, and the motion passed unanimously.

B. Approve San Juan Yacht Club lease

The Executive Director presented the San Juan Yacht Club lease, discussing details of the lease with the Commissioners.

Commissioner Marrett moved to approve the San Juan Yacht Club lease. Commissioner Hertel seconded and the motion passed unanimously.

C. Approve transfer of land lease for hangar K-9 from Harrington to Bohnert

The Property manager presented a request for assignment of the land lease for hangar K-9 from Harrington to Bohnert.

Commissioner Marrett moved to approve the assignment of the land lease for hangar K-9 from Harrington to Bohnert. Commissioner Hertel seconded, and the motion passed unanimously.

D. Approve sale of Jensen shop inventory and tooling to Mico Holdings Inc.

The Executive Director presented the shop inventory and tooling sale price agreed to by Mico Holdings Inc., explaining that it is the approximate value expected.

Commissioner Marrett moved to approve the sale of Jensen shop inventory and tooling to Mico Holdings, Inc.

4. Discussion Items

A. Nereid wheel house

Commissioner Hertel reported findings of rot in the floor of the Nereid wheel house which was discussed by the Commissioners in a previous meeting but since has been purchased another party.

5. Regular Business

A. Minutes for the May 23, 2018 and June 13, 2018 Regular Meetings approved with 2-0 vote.

B. Vouchers #017548-017572 for \$37,508.64, #017537-017547 for \$7,150.00, and payroll approved with 2-0 vote.

C. Administrative Items:

- i. The Port Auditor explained the cost of living adjustment for the Commissioners as provided for in Washington State law.
- ii. The Port Auditor requested that the Commissioners turn in their timesheets for Q2 2018 no later than July 2nd at 9am.
- iii. The Port Auditor requested confirmation of the July and August 2018 meeting dates, noting in the past the Commission has only met once a month in the high season. July 11th and August 22nd were confirmed, and the July 25th and August 8th meetings will be cancelled.

6. Staff Reports

- A.** The Harbormaster shared details of a preconstruction meeting with representatives from PND, the marina construction engineers, as well as representatives from RAZZ Construction. While PND's representatives were here, she had an opportunity to visit Jensen's with them to go over the facility.
- B.** The Harbormaster shared details of a liveaboard marina customer who has been trespassed off Port property by the Sheriff's office after an altercation with another liveaboard and Port security.
- C.** The Harbormaster gave a summary of the Pirate fest. Staff and Commissioners discussed details of the event and future event promotion.
- D.** The Airport Manager introduced the new Assistant Airport Manager Tim Barrett to the Commissioners.
- E.** The Airport Manager noted the F hangar build is nearly complete.
- F.** The Airport Manager presented a magazine article on the Friday Harbor Airport in AOPA's publication.
- G.** The Port Auditor noted that two different film crews from the UK will be in Friday Harbor filming the July 4th fireworks.
- H.** The Property Manager shared that Staff are expecting another lease assignment request for the next Commission meeting.
- I.** The Property Manager gave an update on Friday Harbor Beer House's build out.

- J. The Executive Director noted that the Port will have to pay one Town of Friday Harbor parking spot fee for the addition of Friday Harbor Beer House.
- K. The Executive Director shared details of two grants received by the Port from the Washington State Department of Ecology.
- L. The Executive Director noted that the PFAPP deadline for submittals has passed, and the Harbormaster will be handling the presentation for the Port's submission to the selection committee.

7. Port Commissioner and Committee Reports:

- A. Commissioner Marrett noted Kenmore Air's signs at the airport were temporary for the first year and Kenmore will need to pay the Port for their continued posting.

8. Citizen comments/requests:

- A. none

Commissioner Hertel adjourned the Regular meeting at 5:09 pm.


Barbara Marrett, Commissioner


Greg Hertel, Commissioner


Graham Black, Commissioner