

FRIDAY HARBOR PORT DISTRICT

Port Commission Meeting at

271 Front Street

November 14, 2018

Minutes

Port Commissioners Present: Greg Hertel
Graham Black

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

Public Present: None

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

1. Citizen comments/requests: none

2. Action Items:

A. Approve transfer of Hangar K-1 & K-7B from Carver to LobbyTools Inc.

The Executive Assistant presented a request to approve transfer of the land lease for hangars K-1 and K-7B from Carver to LobbyTools Inc.

Commissioner Black moved to approve the transfer, and Commissioner Hertel seconded. The motion passed with a 2-0 vote.

3. Discussion Items:

A. Micro-business park proposal

The Executive Director shared a proposal to create a small business park on Port property using the 3 Spring Street Landing kiosks. The Staff and Commissioners discussed the proposal and agreed to investigate further.

4. Regular Business

A. Minutes for the October 10th meeting approved with 2-0 vote.

B. Vouchers #017861 for \$17,212.00, #017862-0178905 for \$494,998.28, and payroll approved with 2-0 vote.

5. Staff Reports

- A. The Port Auditor and Executive Director requested an executive session at the November 28th Commission meeting per RCW 42.30.110 § 1c.
- B. The Executive Director updated the Commissioners on the cantilever project on the main pier, noting it has been completed much faster than expected.
- C. The Executive Director shared status of construction of a new archway at Spring Street Landing to visually direct the public towards the waterfront walkway and lower level businesses from Fairweather park.
- D. The Executive Director noted work being done to prepare for Port maintenance staff to replace whalers on M dock fingers.
- E. The Executive Director noted Razz Construction is substantially behind schedule on the G & H dock project due to delays on their end. The Staff and Commissioners discussed details of the project.
- F. The Executive Director noted delays with Shannon & Wilson, Inc. providing the scope schedule budget for the Jensens Integrated Planning Grant.
- G. The Executive Director noted the current condition of the travel lift piers at the Jensens boatyard and future work using grant opportunities to improve them.
- H. The Airport Manager shared that the unified Port maintenance team has been working well at the airport. Commissioner Hertel asked about repairing pavement cracks and possible approaches and the value of Port maintenance staff being able to fill cracks were discussed.
- I. The Airport Manager and Commissioner Hertel discussed wildlife control at the airport.
- J. Commissioner Black asked about the status of the County resolving the roadway drainage issue at Jackson Beach. The Executive Director noted the easement to the County will address future maintenance of the road.
- K. Commissioner Black asked if the pavilion for Jackson Beach is in the 2019 budget, which the Executive Director confirmed. He added that a geotechnical report and stormwater plan for the project have been completed.

6. Port Commissioner and Committee Reports:

- A. Commissioner Hertel noted the development along Weber way has become an event center with vacation rentals. He shared that the original proposal was stated to be a residential development, and that they had previously requested access to the property via Weber way which the Port Commission had denied.
- B. Commissioner Hertel gave an update on the Governor's Southern Resident Killer Whales task force. The Commissioners and Staff discussed changes that occurred in the task force's recommendations.

7. 5pm Public Hearing:

Commissioner Hertel opened the public hearing at 5:00 pm, noting no public present.

The Port Auditor thanked the Commissioners for coming in individually to review the 2019 budget with her. She introduced the 2019 Capital and Operating Budget and Amendment to the Scheme of Harbor Improvements, which the Commissioners and Staff discussed. The Executive Director thanked the Commissioners for also reviewing the Q3 2018 financials with Staff.

Commissioner Hertel brought the meeting out of the Public Hearing at 5:05 pm noting no public present to comment.

8. Action Items:

A. Approve RESOLUTION #18-013 - 2019 Property Tax

The Port Auditor presented Resolution 18-013, 2019 property tax levy.

Commissioner Black moved to approve Resolution 18-013. Commissioner Hertel seconded and the motion passed with a 2-0 vote.

B. Approve RESOLUTION #18-014 - 2019 Capital and Operating Budget & Amend Scheme of Harbor Improvements

The Port Auditor presented Resolution 18-014, 2019 Capital and Operating Budget & Amend Scheme of Harbor Improvements.

Commissioner Black moved to approve Resolution 18-014. Commissioner Hertel seconded and the motion passed with a 2-0 vote.

9. Citizen comments/requests: none

Commissioner Hertel adjourned the Regular meeting at 5:07 pm.

absent

Barbara Marrett, Commissioner



Greg Hertel, Commissioner



Graham Black, Commissioner