

FRIDAY HARBOR PORT DISTRICT

Port Commission Meeting at
271 Front Street
October 10, 2018

Minutes

Port Commissioners Present: Greg Hertel
Barbara Marrett
Graham Black

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

Public Present: 3 individuals

(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 4:01 pm.

1. Citizen comments/requests: none

2. Presentations:

A. Presentation by Eric Stone / Sea Scouts, BSA

Eric Stone was not able to attend the meeting. Staff will contact him to reschedule his presentation.

3. Action Items:

A. Discuss and Approve MOU for use of the Jensens facility by Canoe Family group

The Executive Director shared an update from the Canoe Family group that the Jensens facility will not be suitable for their use, and that they are interested in using space at Jackson Beach in or around the net shed. He noted it has come to his attention that multiple other groups are currently using the net shed without hold harmless agreements in place. Multiple individuals from those other groups commented on their use and the condition of the structure. Staff and Commissioners discussed exploring possible solutions.

No action was taken.

B. Discuss and Approve sending Buchanan Cruises Spring Street Landing lease settlement to collections

Commissioner Marrett recused herself from the discussion due to her work relationship with the Lessee's spouse.

The Executive Director and Executive Assistant explained the history of the Lessee's account and multiple failed attempts to arrange a settlement agreement. The Staff and Commissioners discussed sending the account to a collection agency.

Commissioner Hertel moved to approve referring the Buchanan Cruises Spring Street Landing lease settlement to a collection agency. Commissioner Black seconded, and the motion passed with a 2-0 vote.

Commissioner Marrett rejoined the meeting.

4. Discussion Items:

A. Discuss Waterfront Master Plan regarding the water feature in Fairweather Park

The Executive Director referred to a history of difficulty maintaining the existing water feature and noted the temporary fill material can be easily removed. He discussed options and details of the Waterfront Master Plan with the Commissioners. Staff will work with a consultant to explore options that fit with the Master Plan to bring to a future Commission meeting.

5. Regular Business

- A.** Minutes for the September 26th meeting approved with 2-0 vote. Commissioner Hertel was absent at the September 26th meeting.
- B.** Vouchers #017782 for \$17,212.00, #017783-017824 for \$185,756.86, and payroll approved with 3-0 vote.

6. Staff Reports

- A.** The Harbormaster reported on 2018 boat nights and moorage revenues. She noted some moorage rate changes that will be proposed for the 2019 budget.
- B.** The Harbormaster noted 21 cruise ships landing in October.
- C.** The Harbormaster noted passing the annual US Coast Guard inspection.
- D.** The Harbormaster noted impound of a 30' Catalina sailboat.
- E.** The Harbormaster shared security issues with a number of individuals that had to be trespassed off Port property for various reasons. She discussed historical details of some of the individuals and overall history with the Commissioners.

- F. The Executive Director shared details of stormwater work at the airport to improve testing results.
- G. The Executive Director shared a request from the County and initiated by some local residents to clear vegetation along Cattle Point Road at the SE corner of the airport property. He noted Staff will address the non-native vegetation when time allows.
- H. The Executive Director noted that Chapter 4 of the Airport Master Plan has been reviewed by the FAA.
- I. The Executive Director shared that scheduling of the joint planning conference for FY2019 AIP funds for the Mullis Street stormwater pond expansion and procurement of a snowplow/dumptruck.
- J. The Executive Director noted the maintenance staff's main pier cantilever project has begun and already going at a fast pace.
- K. The Executive Director noted the contractor rehabilitating G&H docks will mobilize next week and begin work. He added that their published schedule shows them finishing 2-3 weeks late and noted a \$500/day damages rate that he plans to levy against them. The Harbormaster added that this caused Staff to have to file for an extension on the Recreation and Conservation Office grant, and the Executive Director noted difficulties with the initial project manager who is no longer on the project.
- L. The Executive Director gave an update on the Jensens environmental site assessment noting finding no contamination in groundwater, and uplands contamination is limited to the top 10cm of soils. He added that sediment contamination is largely limited to intertidal areas and can be removed with equipment on shore, and shared details of next steps.

7. Port Commissioner and Committee Reports: none

- A. Commissioner Hertel noted that he will be attending the Winter WPPA conference in Bellevue.

8. Citizen comments/requests: none

9. Executive Session pursuant to RCW 42.30.110 § 1(c)

Commissioner Hertel called for an Executive Session at 5:25 pm per RCW 42.30.110 § 1(c) "To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public;". He anticipates the meeting to last 30 minutes.

Commissioner Hertel closed the Executive Session at 5:55 pm, noting no action taken.

The Executive Director discussed how lease valuation is affected by Consumer Price Index adjustments, covenants and other restrictions with the Commissioners.

Commissioner Hertel adjourned the Regular meeting at 6:06 pm.

Barbara Marrett, Commissioner



Greg Hertel, Commissioner



Graham Black, Commissioner