

FRIDAY HARBOR PORT DISTRICT
Port Commission Meeting at
271 Front Street, Friday Harbor WA 98250
May 8, 2019

Minutes

Port Commissioners Present: Greg Hertel
Graham Black
Barbara Marrett

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

Public Present: None

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

1. Citizen comments/requests: None

2. Discussion Items

A. Discuss Port willingness to rebuild and lease office store.

The Port recommended that the Board not rebuild and release the property as proposed by the current tenant. The Board discussed the issue and directed the Port to deny the request for consideration by the current tenant.

B. Discuss proposed joint Commission meeting with San Juan County Council on June 4th at 9:00 am.

The Board discussed attending the June 4th meeting and agreed to attend and directed the Port to prepare discussion points regarding the Jackson Beach road easement.

Discuss the pros and cons of Jensen's area B options.

The Board discussed continuing with the master plan already in effect and to consider opportunities to increase on-site business development and property acquisition as opportunities present. The Board further discussed its reluctance to move forward with new barge ramp development applications at this time.

Action Items

A. Approve grant application and acceptance for Washington State Recreation & Conservation Office shower remodel grant.

Commissioner Hertel presented the grant application for the Port shower remodel grant. Commissioner Black motioned to approve the grant and was seconded by Commissioner Marrett. The motion passed unanimously.

B. Approve 1st quarter 2019 commissioner timesheets.

Commissioner Hertel presented the 1st quarter Commissioner timesheets for approval. Commissioner Black moved that the timesheets be approved. Commissioner Marrett seconded the motion and the motion passed unanimously.

C. Approve response to letter to Stand up Men regarding their request for support.

The Board was presented with a response to a request for support to “Stand Up Men”. Commissioner Black motioned that the letter be approved and Commissioner Marrett seconded the motion. The motion passed unanimously.

3. Regular Business:

- A. The Board approved the minutes for the April 24th meeting with a 3-0 vote.
- B. The board approved all vouchers and payroll with a 3-0 vote.

4. Staff Reports:

- A. The Executive Director reported that Shane Krause will be leaving his position with the Port to sail to Alaska. His position will be filled by Randy Everitt in the interim. The Board expressed their gratitude for his excellent service and wished him well on his new adventure.
- B. The Executive Director advised the Board that the Mullis Storm Pond expansion will begin, allowing for additional hanger expansion.

The Executive Director updated the Board on the status of the master plan extension at the airport. The Federal Aviation Administration declared that the Ports interpretation of the Master Plan has been affirmed, and the Port is now working with the Seattle Airport District Office to move forward with the master plan. The Executive Director reported that this decision will pave the way for a much brighter future for the airport.

- C. The Port Harbormaster reported that the new activity float is completed and is fully operational. The Executive Director gave credit to Port employees for their construction skills and hard work in getting the Activity float ready for use. The Port Harbormaster further advised the Board that there will be many new faces starting summer employment as dock staff, and she stated that the Port has Hired Dean Kreider as a part time security officer. His duties will also include managing the aquarium at the Spring Street Landing. The Harbormaster said that the contract with the current aquarium keeper is ending and the Port will manage it in the future.
- D. The Executive Assistant advised the Board that the Island Air hanger lease development is underway and that the Ports attorney is developing a new lease for the transfer of the fuel island to the Port.
- E. The Ports Accountant provided the Board with the signed contracts reports for their review.
- F. The Executive Director advised the Board that the Port has completed the engineering for the Jackson Beach shelter and the net shed. He also stated that the Port will submit applications for building permits to the County.

- G. The Executive Director advised the Board that a Community Group consisting of several High school students and their parents built an Americans With Disabilities Act (ADA) approved parking area and improved the ADA pathway to the beach viewing area.
- H. The Executive Director advised that he had a meeting with the Integrated Planning Group (IPG) contractors and the Department of Ecology to review Jensen’s Conceptual Site Model (CSM) and Gaps analysis. The Department of Ecology is preparing a draft Agreed Order for a Remedial Investigation (RI) and a Feasibility Study (FS) phase, in order to meet the February 2020 Model Toxic Control Act (MTCA) grant cycle.

5. **Port Commissioner and Committee Reports:** None

6. **Citizen comments/requests:** None

Commissioner Hertel adjourned the Regular meeting at 6 pm.

Barbara Marrett, Commissioner

Greg Hertel, Commissioner

Graham Black, Commissioner