

FRIDAY HARBOR PORT DISTRICT
Port Commission Meeting
Meeting Room
Skagit Valley Community College
Wednesday, July 31, 2019 at 4pm

Special Meeting Agenda

1. Executive Session pursuant to RCW 42.30.110 1 (b)

To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood or increased price.

(4pm-4:30pm)

2. Discussion Items:

A. Friday's Port newsletter.

Review the weekly newsletter "Port News" for content and direction. It is the Executive Director's intent to provide Staff and Commissioners with day to day operational news and matters of interest, that are not otherwise a part of regular Board meetings.

3. Action Items:

A. Approve or reject entering into a Purchase and Sale (P&S) contract for the acquisition of Shipyard Cove Marina:

The P&S contract will be a standard Commercial Broker's Association, Commercial and Investment Real Estate Purchase and Sales Agreement with a minimum of 90 days feasibility period for review of environmental factors, business records and the physical inspection of the assets.

Pros to granting the contract:

- The benefit of this acquisition will be in increased moorage, increased marine business park opportunities, and reduced costs associated with the Jensen's facility redevelopment.

Cons to granting the contract:

- The risks are primarily related to possible downturns in moorage demand or unanticipated environmental conditions.

Recommended action: Authorize the Executive Director to execute a Purchase and Sales Agreement within the parameters authorized by the commission.

B. Consider whether to amend the P&S agreement with Friday Harbor House to include an access easement to the parcel through the Ports upper parking lot.

The Friday Harbor House is requesting the Port:

- a. Consider a legally defined area 20' wide used for ingress and egress.
- b. Designate the easement in the approximate area as depicted in the previously sent photo.
- c. The Port would have the unilateral right to relocate the easement area, if the point of ingress and egress that meets up with the city pedestrian right of way (ROW) (shown), is not moved. Friday Harbor house believes this easement is required for legal access.

Pros to granting the easement:

- Granting the easement will likely assure the property sale proceeds.
- In the absence of a sale to Friday Harbor House it is likely that other potential buyers would also require a similar easement for the lot to be commercially viable.

Cons to granting the easement:

- The easement may increase congestion in an already difficult area and would set up a traffic pattern with vehicles crossing head on.
- An area slightly smaller than the parcel being sold would likely be usable only for parking perpetually; currently the area that would be affected could be a usable building parcel with minor impact to parking capacity.
- Creates a vehicle crossing over the busy pedestrian route between the marina and First Street.

Staff recommendation: Decline to grant the easement and maintain the value of the flexibility of our adjoining property.

C. Approve Placement of Kiosks:

The Executive Director will provide are six (6) proposed configurations for the Placement of the Kiosk's in parking area adjacent to H lot and the Airport Pilot Welcome Center. The suggested placement of the Kiosks provides similar advantages to prospective tenants. Bakery San Juan has expressed preferences for the placement of the Kiosks. (see provided maps)m

Recommended action: Motion to approve selection of one configuration for the placement of the kiosks.

D. Approve Award for Mullis Detention Pond Expansion:

On Thursday July 25, 2019 we held a bid opening for Mullis Detention Pond Expansion. We received two bids. Konnerup Construction the low bidder was disqualified due to incompleteness of required forms. Mike Carlson Enterprises was the second bidder in the amount of \$451,007.77 including sales tax. Precision Approach Engineering has reviewed and recommends we award the contract. This project will be funded by FAA at 90%. At present we have applied for s WSDOT grant, but we are still

awaiting announcement of funding.

Recommended action: Motion to Award the Mullis Detention Pond Expansion to Mike Carlson Enterprises.

E. Approve Award for Snow Removal Equipment Procurement:

On Thursday July 25, 2019 we held a bid opening for the Snow Removal Equipment, carrier vehicle with dump truck and plow. We received one bid from M-B Companies, Inc. of Chilton WI. The bid totaled \$336,768.68. This purchase will be funded by FAA ant 90%. WSDOT funds have been applied for, but we are still waiting for the announcement of funding.

Recommended action: Motion to Award the Procurement of Snow Removal Equipment from M-B Companies.

Approve Precision Approach Engineering contract # 19-007 :

- F.** Precision Approach Engineering, Inc. (PAE) has provided a contract for part-time construction administration and observation services during Mullis Detention Pond Expansion construction and Snow Removal Equipment procurement and provide support to assist the Port with subconsultants. PAE will comply with all FAA standards, guidelines and reporting, and provide staff with daily construction and administrative services. The cost of their service is \$250,500. This will be funded 90% by FAA. We are still awaiting WSDOT announcement of funding.

Recommended action: Motion to authorize Executive Director to sign Precision Approach Engineering contract #19-007.

4. Adjourn: