

FRIDAY HARBOR PORT DISTRICT
Port Commission Meeting at
271 Front Street
(Port meeting room, under San Juan Yacht Club)
Wednesday, August 14, 2019 at 4pm

Minutes

1. Citizen comments/requests: Citizens can make a brief comment or may ask the Commission to schedule a topic for further discussion at a future meeting. None

2. Discussion Items:

- a.** Present a Purchase and Sales Agreement for Shipyard Cove and discuss feasibility period actions.

The Executive Director referred to the Addendum to the Purchase and Sale Agreement. He stated that the earnest money was to be \$15,000 non-refundable and an additional \$30,000. Is applied at the end of the feasibility study, both are applied to the purchase price. There could be an additional \$15,000 that could be applied at the end of the feasibility for contingencies, which would not be applied to the purchase price. At this time there is no indication that the additional amount would be needed.

The Executive Director shared a list of feasibility tasks that needed to be addressed prior to the end of the feasibility study. Additional tasks would be added as needed and the Board was encouraged to provide feedback or ask additional questions as the project progressed.

The Board further discussed the need for a press release immediately after the Purchase and Sales Agreement is signed and agreed that such a release would include the purchase price for Shipyard Cove.

3. Action Items:

A. Approve Imprest Working Fund Resolution:

The Board was asked to authorize the Executive Director through Resolution #19-003 to establish a working fund that shall not exceed \$19,600 for petty cash purchases or change funds. This Resolution will replace resolution #10-008 which established the amount at \$25,000.

The Board reviewed and passed the resolution with a 3-0 vote.

B. Approve Amendment to Friday Harbor House Purchase and Sale Agreement:

The Commission considered whether to grant or deny the Executive Director the Authority to execute an amendment to the Purchase and Sale Agreement with Friday Harbor House (FHH) Investments, LLC.

The Executive Director asked the Board to view a photo of the circle road area immediately West of the Marina and adjacent to the upper parking lot.

The Director stated that there have been several conversations with Friday Harbor House regarding the access to the parcel of land with access from Front Street. However, there has been some confusion regarding legal access to the proposed parking structure.

The Executive Director is recommending an amendment to the Purchase and Sale Agreement.

available to those clients that wish to subscribe There would be no cost to the Port.

6. Port Commissioner and Committee Reports:

Commissioner Black asked if the use of Jackson's Beach for commercial kayakers had increased this year. The Harbormaster said that it appeared to be about the same as previous years.

Commissioner Marrett stated that she had observed Kayakers using the Ports park and leaning their equipment against the House Posts and leaving their personal equipment scattered. The Executive Director said that he would contact local Kayak and bicycle tour companies and provide them with written instructions on allowable practices within different areas of the Park.

7. Citizen comments/requests: Citizens can make a brief comment or may ask the Commission to schedule a topic for further discussion at a future meeting. None

8. Field Trip to Airport Pilot Center.

Commissioner's will have the opportunity to view the selected Kiosk locations prior to installing the power pedestals.

The Executive Director asked the Board to visit the Site where the previously discussed placement of the Port owned Kiosks are to be located. This field trip was designed to give the Board a final view of their site locations prior to running power to the new locations.

The Board reviewed the placement site and made some adjustments to where the Kiosks would be positioned.

9. Adjourn

The Board adjourned at 5:35 pm



Greg Hertel, Commissioner

Barbara Marrett, Commissioner

Gib Black, Commissioner