

**FRIDAY HARBOR PORT DISTRICT  
Port Commission Meeting  
Wednesday August 12, 2020  
at 12pm**

Meeting Minutes

**The public was prohibited from attending in person due to COVID-19 restrictions but could dial into the meeting via Zoom.**

- 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.

**Action Items:**

**A. US Economic Development Administration (EDA) Grant Resolution #20-012:**

The Commission considered authorizing the application for an EDA grant. This Grant is funded 80-100% for prospective development up to \$3M. The grant would be for Jensen's/SYC road intersection work, wastewater service, a barge landing, and a boatyard Sealift. The Commission voted 3-0 to approve submitting the application to the EDA.

**B. Resolution #20-011 on public open meetings:**

The Commission considered a resolution to adopt new procedures for public open meetings consistent with recommendations from Port counsel. The Commission voted 3-0 to approve this Resolution.

**C. Unbudgeted purchase of a telehandler for under 30K.**

This will be for dock manufacturing and launching. The Commission voted 3-0 to approve the purchase of the telehandler.

**D. Executive Director's performance review.**

The Commission reviewed the Executive Director performance for the last year. The Commission felt that he has done an excellent job. They also reviewed the on-line survey from the other Port managers that the Director supervises, and all the managers reviews rated the Director performance as exceptional. The Commission recommended a 2.5% increase in pay which will be reviewed in 6 months. The Commission voted 3-0 to increase the Executive Directors pay with a 3-0 vote. The Commission asked the Executive Director to consider an addition to our web page or face book that would inform the public of our current progress on Port construction projects.

## **2. Discussion Items:**

### **A. Meeting with MICO:**

The Commission and The Executive Director discussed Jensen's Boatyard security and the self-work area. The Executive Director reported that he has been in contact with MICO corporation who runs Jensen's Boatyard and they have agreed to bring a yard trailer in order to move boats around the facility. The Executive Director and the Harbormaster are working to have 3 bays designated as a self-work area at Shipyard Cove. They are currently working on a practical reservation, tool rental and fee schedule. The Executive Director stated that they were targeting a February 1, 2021 opening for that project.

MICO is also working on a self-work area at Jensen's that would add two additional bays.

The Executive Director also informed the Commission that he has talked to the insurance Company regarding the security fencing between Shipyard Cove and Jensen's. The Insurance company agreed that the security fencing in place on the West side of Jensen's will remain in place with no changes. Insurance has agreed to low temporary security fencing to designate a safe loading area for self-work customers that will include access to the facility restrooms. On the East side of Jensen's.

### **B. Intersection and Architectural designs at Jensen's Boatyard:**

The Commission had a preliminary discussion of the Jensen intersection design and the architectural aspects/uses for the Marine Technical Center. This is intended to provide support for the initial architectural design charette, yet to be scheduled, with Patano Studios.

The Executive Director informed the Commission that the Intersection design for the truck access road to Jensen's is at the lower limit for a turn radius for the types of trucks that routinely haul gasoline and propane by barge. The road access is specifically designed so that these types of trucks will not be forced to cross the center line as they merge into oncoming traffic. The intersection is as far south from the water line as possible and will be the basis for where the new Marine Technical Center will be located.

The Executive Director also discussed the Marine Technical Center and how the space within the building could be used. He stated that he preliminarily envisioned the upper part of the building could be more like an office building while to lower floor would be more open bay with larger spaces available to a variety of different scenarios. The upper half of the building would be built to IOSA specifications. The other half of the upper space would be unfinished and built to new user specifications.

The Commission recommended to involve IOSA into the design phase in the building and enter into a Memorandum of Understanding (MOU) with them. They also discussed the possibility of other possible tenants could also join the discussion on how the building is designed pending the signing of a MOU.

The Executive Director stated that It was possible to design and build a plaza on the water side of the Marine Technical Center similar to the Spring Street Landing. The Commission stated that they were supportive of developing the plaza and made several recommendations on what that might look like.

The Executive Director stated there was also an opportunity to imagine uses for plaza that supported the way the building was designed so that there would be a flow from the building through the plaza connecting to the yet to be designed boat shed replacement in a way that enhances how the entire project might function.

**3. Regular Business:**

A. The Commission approved the Minutes from July 15, 2020 with a 3-0 vote.

B. The Commission approved the vouchers and payroll 01037-01072 for \$263,164.43 with a 3-0 vote.

**4. Staff Reports: None**

**5. Port Commissioner and Committee Reports:**

Commissioner Marrett advised the Commission that the pilot honor wall ceremony would be held out-side in front of one of the hangars with not more than 5 persons in attendance. They will film the ceremony on August 23d and distribute the presentation to the members.

Commissioner Hertel recommended that if there is a food service concession and Jensen's it should be called "The Bench".

Commissioner Black said that Rick Larson would be on the island talking to business that utilized PPP funds and asked if one of our staff could meet with him and remind him that we have applied for grants and provide him with an update on how are projects have been progressing.

**6. 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.

One of the citizens online asked about a youth sailing program and how that could be started or encouraged.

**Adjourn:**

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Graham Black, Commissioner

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Greg Hertel, Commissioner

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Barbara Marrett, Commissioner

