

**FRIDAY HARBOR PORT DISTRICT**  
**Port Commission Meeting**  
**(Call in Information Below)**  
**Wednesday September 23, 2020 at 12 N**  
**Meeting Minutes**

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

**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.

**Presentations:**

- A. Jenny Roberts from the University of Washington presented the Friday Harbor Labs Science Outreach Program yearly water quality results and requested funding for 2021. The Board agreed to fund the requested \$3,000.00 to continue the studies.
- B. Victoria Compton the Executive Director of the San Juan County Economic Development Council presented a video report on the programs offered by the EDC and requested continuing funding for the Councils economic development projects for 2021 The Commission thanked Director Compton and requested that she provide the financial request to be considered for addition into the 2021 budget.

**Action Item:**

- A. The Executive Director requested the Commission authorize the Port to surplus and scrap a 1995 Ford Explorer that has no value and is unsafe to drive and offer to the public for sale. The Commission agreed to surplus and scrap the vehicle with a 3-0 vote.
- B. The Executive Director asked the Commission to change the October 26, 2020 Bill Pay to October 28, 2020. The Commission agreed to the change with a 3-0 vote.

**Discussion Items:**

- A. The Port Auditor advised the Commission that the CPI adjustment for 2021 is 3.74%. There would be no changes for Jensen's Shipyard until the infrastructure is improved. She further discussed the Shipyard Cove sliding scale for moorage increases to 85% of the main marina to be implemented over a 3 to 5-year period. With no greater than a 12.5% increase over 3 years.  
The Harbormaster discussed the plan to increase Shipyard Cove marina fees to 85% of the main Marina as discussed by the Port Auditor, and also asked for a 20% differential charge for those slips that are end-ties spread over 3 years in the Main Marina and Shipyard Cove.
- B. The Executive Director informed the Commission that IOSA was interested in leasing formerly Hank's Shop, Moorage at Shipyard Cove for the IOSA vessel , and the small conference room in the clock tower at Spring Street Landing.

**Regular Business:**

- A. The Commission approved the minutes for September 9, 2020 with a 3-0 vote.
- B. The Commission approved the payroll and vouchers with a 3-0 vote.

**Staff Reports:**

The Harbormaster reported that the revenue forecasts, for 2021 and what the revenue had been for 2020. The Harbormaster reported on the status of waitlists, as well as the availability of slips at Shipyard Cove, Jensen's Boatyard, and the main Marina. The Harbormaster reported on the status of covered moorage at Jensen's Boatyard. Guest moorage nights are down 57%, however, revenue projections were higher than anticipated during the Covid-19 restrictions. Passenger boat revenue was severely restricted due to the Covid-19 cancellations.

The Lease Manager reported that the Zone Change request for the Weber Way and the Nigro Hagar projects were moving forward to Town Council for a vote. The Lease Manager further reported on the interest Rate of Return survey for four (4) neighboring Ports and where the Port of Friday Harbor stood in relation to their rate of return.

The Port Auditor reported PFC update. Small Ports meeting October 22-23.  
The Executive Director reported on the Washington State Community Economic Revitalization Board (CERB) grant request and the Jensen's travel lift repair.

**Port Commissioner and Committee Reports:**

**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

**Adjourn:**

FOR   
Graham Black, Commissioner

FOR   
Barbara Marrett, Commissioner

FOR   
Greg Hertel, Commissioner