

FRIDAY HARBOR PORT DISTRICT
Port Commission Meeting
(Call in Information Below)
Wednesday February 10, 2021 at 12pm
Minutes

The public is prohibited from attending in person due to COVID-19 restrictions but may dial into the meeting via the link listed below. Comments can be e-mailed to the Port or addressed to the commission during the public comment section.

Join Zoom Meeting
<https://zoom.us/j/3796847063?pwd=d3NoTW05aXNqaWUzL1g0UVhsN1RoQT09>

Meeting ID: 379 684 7063
Password: 7063

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

Discussion Items:

- A. The Executive Director discussed the Port 's participation and rationale in corporate/private development of the Airport.** The Executive Director stated the more easily developed prime location Land parcels were offered as an incentive if a contractor developed the more difficult parcels first. If, however a contractor wanted to develop a parcel that was significantly less difficult, then the Port could require an additional development at a site such as the Jet-A fuel station that would benefit the general public as well as the developer.

The Executive Director said that the Port has very limited space for hangar development and many interested parties are interested in developing the remaining parcels. The Executive Director said that there were approximately nine individuals interested in leasing some of the available property, but none were willing to develop the more difficult parcels with the exception of M.E.M on the South end of the Airport. A separate Jet-A fuel/North end hangar developer who is interested in building a hangar in the area near Ernie's Restaurant is an example of that process. The Executive Director saw those two development sites as an opportunity for the developers with an positive outcome for the Port and the general public.

The Executive Director also provided the Commission with an overview of pending and future development at the Airport. The Executive Director stated that ground-breaking on the south airport development area should begin in April 2021. The Executive Director discussed the potential revenue stream from these developed areas and the Ports general involvement.

The Commission asked many questions regarding the north airport projects, taxiways, box hangars, the potential use of Ernie's restaurant and the addition of a space on the main terminal.

- B. The Commission received an update for the permitting and the configuration of the Marine Technical Center.** The Executive Director stated that the 60% design for the Technical Center will arrive at the end of this month which will reflect the Commission's preferences. The Executive Director also said that the Port and the design team were hiring Orcas Sewage Design as a consultant to determine the sewage volume for the new building and to make certain that there is a plan in place to build the community septic system for that area. The Executive Director said that he should have the date from the consultant which will then allow him to re-contact the Home Trust to do a cooperative sewage project.

The Executive Director said that he has completed pre-application meetings with the County and had extensive conversations with Patano Design and anticipates the Port will be applying for the land use permits by the end of February. In the beginning of March, the Port will receive the first cost estimate which the Executive Director will bring to the Commission for review and align the estimate with the current budget. The Executive Director was confident that a considerable amount of work normally included in the cost estimate could be performed by Port staff resulting in an actual reduction of the overall cost.

- C. The Commission received an update on new employee requirements (IT/maintenance and mechanic/carpenter) and a corresponding economic analysis for those positions.** The Executive Director desires to hire an Information Technology (IT) /maintenance employee to work on the Ports (IT) requirements. He would also like to hire a mechanic /Carpenter to assist with the on-going projects at all the Ports locations. The Executive Director stated that the labor-to-revenue cost was under 40% which is within the Ports budget projections. The Commission approved the additional positions but asked that those positions be advertised for an open/competitive hiring process.

- D. The Commission received an update on the airport restaurant configuration. The FAA has advised the Port that a combination restaurant/hangar will violate FAA airspace due to the height of the hangar doors.** The Executive Director asked the Commission, "if a self-funded restaurateur is willing to build an addition to the airport terminal for the purpose of operating a restaurant with no financial assistance from the Port, would the Commission approve such an undertaking"?

The Commissioners asked several questions regarding the financial structure and the potential for relocating the terminal at a later time under the B-2 Master plan. The Commission recommended that the Executive Director require a construction bond as protection for the Port in case the project is abandoned by the restaurateur. The Commissioners approved the project moving forward under the protection of a construction bond.

Action Items:

- A. The Commission approved Resolution #21-002 (Jensen Pile Replacement #1 Project) with a 3-0 vote.
- B. The Commission approved Resolution #21-003 (Fuel Pier Piping Project) with a 3-0 vote.

Regular Business:

- A. The Commission approved the Minutes from January 27, 2021 with a 3-0 vote.
- B. The Commission approved the payroll and vouchers #01558-01605 for \$401,266.92. with a 3-0 vote.

Staff Reports:

The Executive Director said that the concrete work at Shipyard Cove for the self-work area would be completed next week and tools and additional materials are on order and that project should be ready for the public in about one month.

The Executive Director also said that staff had recommended that one of the self-work bays be configured in order to allow sailboats to be brought in without having to remove the mast. The Executive Director said that it was possible to configure the roof in such a way as to allow that and he work with staff to see if a design was possible.

The Executive Director also provided information on Phase 2 of the Jensen's rebuild. The Executive Director said that a phase 2 pre application meeting for the rebuild of Jensen's is scheduled for the end of the month with the Corps of Engineers. The Port will determine if the Corps requires the Port to do a maintenance project like the walkway fingers already under construction. Final conversations will determine how the new structures are built and where those locations are.

Port Commissioner and Committee Reports:

Commissioner Hertel traveled to Tacoma Yacht Club and viewed the covered moorage and boat house area.

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Executive Session:**Adjourn:**



Graham Black, Commissioner

For



Greg Hertel, Commissioner

For



Barbara Marrett, Commissioner

For