

FRIDAY HARBOR PORT DISTRICT
Port Commission Meeting
(Call in Information Below)
Wednesday January 27, 2021 at 12pm
Minutes

The public was prohibited from attending in person due to COVID-19 restrictions but could dial into the meeting. Comments can be e-mailed to the Port or addressed to the commission during the public comment section.

Commissioners Present: Graham Black
 Barbara Marrett
 Greg Hertel

Staff Present: Todd Nicholson, Executive Director
 Randy Everitt, Executive Secretary
 Phyllis Johnson, Auditor
 Tami Hayes, Harbormaster

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. Airport development.
- a. The Executive Director informed the Commission of new developments that he has just been made aware of regarding a new FAA rule interpretation of "Part 77 Airport Penetration Rules". The new rule interpretation effects a new 80'X80' hangar and a 60'X60' box hanger scheduled to be built on the site occupied by Ernie's and an area immediately South of Ernie's. If built according to the new rule interpretation, those hangars would penetrate FAA airspace by 9 feet. The rule interpretation will cause both of those hangar projects to be cancelled or built in a different location.

The Executive Director proposed that new construction could take place at the galvanized Port owned hangar site to accommodate the 80X80' hangar that was scheduled to be built at Ernie's location. Current Tenants would be notified and relocated. If that took place the new hangar could continue, and the associated Jet-A project would also continue for the benefit of the public. A condition of the lease would require that Jet-A be available to the public at a reasonable cost and not for the sole benefit of the Lessee.

- b. Airport restaurant replacement options: firehouse or terminal expansion.

The Executive Director informed the Commission that he has been meeting with a restaurateur and member of a local pilot association discussing the appropriate location and mechanism to establish a new restaurant and pilots museum.

The Executive Director informed the Commission that the firehouse at the airport was an option for a new restaurant and it was also possible to add on to the existing terminal.

Parking was not ideal at the fire station and the infrastructure would require significant modification. The executive Director recommended that the Commission consider building an extension on to the existing airport terminal and leased unfinished to the restaurateur. The restaurant lessee could finish the interior, add the necessary infrastructure to operate a restaurant, and perhaps allow a small portion for aeronautical displays from the pilot's association.

The Executive Director recommended the extension of the terminal as recommended by staff and he believed that a Port owned structure added to the South side of the terminal could be connected by a breezeway or pass-through made the most sense. The costs of this project could be greatly reduced by the use of shared airport restrooms and sewer and water.

The Commission recommended that the restaurant be constructed so in the event of a change in the financial viability for the restaurant, the structure could be converted into a hangar and leased. The Executive Director and the Commission agreed that the building should be able to be repurposed. The Executive director stated he would contact the Ports engineer to see if such a conversion were feasible.

The Executive Director stated that the restaurant project would require two (2) stipulations. 1. The project must be able to repurpose a portion of the Cares 1 funding and, 2. The Lessee sign a ten (10) year lease with standard extensions available.

The Executive Director advised the Commissioners that Ernie's building need not be demolished and could be repurposed for the Pilots museum.

After much discussion, the Commission agreed to provide two pathways for the restaurant project. 1. A standard land lease for the fire station with the additions for parking and, 2. The Restaurateur builds a structure at their expense attached to the terminal with strict oversight by the Port on how the structure is connected to the terminal. Both options would be a standard land lease with the addition of parking.

c. South end revenue project/Cares funding investment strategy.

The Executive Director advised the Commission that if the Cares grant funding is not used for the restaurant project then it would be in the Ports financial interest to develop the parcel located at the Southern end of the Airport. He recommends the development of large long-term covered storage along with working spaces (shops) that would serve an economic need. The Executive Director discussed the location of the access roads to the South end parcels and how the structures could be positioned on the property.

The Commission agreed that the development of the South area made sense. Commissioner Marrett asked that the storage building project be tucked away from view to the extent possible and that it provides an economic need. The Executive Director talked about an area near the old Animal Protection Society building as a potential area for development. The Commission asked the Port to focus on the most southern site near the Port's current storage facility. The Executive Director clarified the Commissions recommendations stating that when the Cares grant funds were utilized to the extent possible at the Southern parcel any remaining funds could be used to develop the area next to the old animal shelter. The Commission agreed.

- B. The Commission discussed current Port projects in order to develop a topic agenda for the Town of Friday Harbor Town meeting presentation.

The Executive Director provided an overview of all the projects currently under construction or in the design/permitting process. The Port projects for the agenda will include the following topics.

Boardwalk, park, and pier use update.

Marina / pump out holding and metering facility.

Home trust/MTC joint community septic projects.

Airport infill and non-aeronautical projects, town partnership with the Port.

Making economic use of the clock tower building.

Action Items:

- A. The Commission considered approving the unbudgeted cost, approximately \$85,000, to complete the Remedial Action/Feasibility Study work plan. This will bring the Port investment total to date to \$218,000 without the benefit of MATCA or insurance participation. The Commission expressed concern about approving the unbudgeted \$85,000 cost.

The Commission directed the Executive Director to pursue all funding sources and further stated that this unbudgeted cost approval is a very difficult for the Commission to approve. After much discussion, the Commission voted 3-0 to fund the plan. The Executive Director stated that he heard the Commissioners concern clearly and would work with the Department of Ecology to find a way to continue to meet the Ports obligations without ruining the Port's finances.

Regular Business:

- A. The Commission approved the Minutes from January 13, 2020 Commission meeting with a 3-0 vote.
- B. The Commission approved the payroll and vouchers #01542-01557 for \$9,840.69. with a 3-0 vote.

Staff Reports:

The Executive Director provided an update on the progress of the Marine Technical Center. The IOSA meeting spaces have been moved at the request of the Commissioner during the last Commissioners meeting. The Executive Director asked the Commissioners to consider where to locate replacement bathrooms as a topic for future meetings. The Executive Director answered questions from the Commissioners and discussed the conceptual drawings, ADA access and the functions of the Marine Technical Center's office spaces and their relationship to the current bathrooms.

The Executive Director provided the Commission with a conceptual drawing for the two story build out configuration for the unfinished space on the first floor and the what the second-floor configuration might look like with a 20-person occupancy. The Executive Director recommended that the Commission consider allowing the Architects to continue with the first and second-floor design as presented and have the third floor available for tenant improvements. The Commissioners agreed to move forward with the plan.

The Executive Director stated that he should have the 60% designs for the Marine Technical Center in about a month and would be submitting the first land use permits for the project at the same time.

Port Commissioner and Committee Reports: None

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

Executive Session:

Executive Session pursuant to RCW 42.30.110 § 1(g)

“To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;”

The Commissioners met in Executive Session with the Port Auditor. No action was taken.

Adjourn:



Graham Black, Commissioner



Barbara Marrett, Commissioner



Greg Hertel, Commissioner