

FRIDAY HARBOR PORT DISTRICT
Port Commission Meeting
(Call in Information Below)
Wednesday March 31, 2021 at 12 pm
Special Meeting Minutes

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

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.

Discussion Items:

- A. The Commission discussed the proposed Rules and Regulations for the self-work area at Shipyard Cove Marina.** The Executive Director provided a visual overview of the Shipyard Cove Marina Self Workspace Agreement via Zoom.

The Executive Director said that the way the space agreement is made up reflects the practices of other Port facilities that have lease storage and require proof of liability insurance. He said that he highly recommends that the Port continue with the requirement for proof of insurance in the event that damage occurs to other vessels or buildings in the self-work area.

Commissioner Marrett asked if we were going to give preference to Port of Friday Harbor customers and exclude other customers from using the facility?

The Executive Director said that no preference or prohibition exists and its first come first serve.

Commissioner Marrett said that she thought we should give our customers preference.

The Executive Director said that this draft was a first cut and represents the best practices of other facilities but there will be things that come up and adjustments can be made as we go along.

Commissioner Marrett said that it was necessary to get the overall height of the vessel. The height limit should be included in the Rules and Regulations. She asked when the hydraulic lift would be available. **The Executive Director** replied that it should be in-serve on April 14 which is the first day the self-work area would be available to the public.

Commissioner Black said that someone might want to use our space because their boat has been out of the water for a long time and understands the need for insurance. The Executive Director said that if that became an issue then adjustments could be made at a later date and only require insurance as opposed to registration documents.

The Executive Director said that the rates were set up lower than other Port but were sufficient to recover our investment costs. He described the rates line by line. He said the billing was set up for credit card billings on a week-by-week basis which will keep staff time down. The Jensen's haul out fees to move boats in is a direct pass-through fee. The Port will bill the customer and then the Port will pay Jensen's.

The Executive Director said some of the registration requirements is designed to avoid derelict vessels that get abandoned and tend to pile up, but if that became a problem in the future it could be revisited. He said that undocumented vessels are really not an issue for the Port.

The Executive Director said that BMP-16 through BMP- 24 was a standard rules-of-the-road requirements for all self-work areas. He also said renting or leasing a boat or vessel and the following requirements for not cooking, living aboard, or sleeping in the workspace was designed for safety. He said that the section about renting or leasing a boat could be removed.

The Executive Director said the credit card pre-payment fee was designed to test the credit card and make certain that minimum charge from Jensen's for moving the boat was covered.

The Executive Director said that BMP-7 will be re-worded to reflect the changes recommended by Commissioner Black.

The Executive Director stated that at this time boatyards are not allowing individuals to replace their own zincs and anodes because of the requirements for recycling and storage and could lose their boatyard permits if they are not properly handled. There is a boatyard-lite permit that allows certain types of work to be done regarding the replacement of zincs and the Port is pursuing that. We are not prohibited from allowing people to replace zincs in the future but before we do that we would have to have a recycling program in place and tell Ecology how we would handle the zincs.

Commissioner Marrett asked if Jensen's would come over to replace the zincs in the self-work-Area. The Executive Director said that typically Jensen's would do that either when the boat was hauled out of the water or on its return from the self-work area.

Jim Slocum asked if the zincs that were specific to his boat which requires custom machining and could not be welded to his boat then who's responsibility was it? **The Executive Director** said that because of the regulatory responsibilities that the Port has, and if Jensen's does not have the capability to do that then he would have to employ a different boatyard.

The Executive Director said that in the **Minimum Performance Standards** section we would strike the sander requirements and put them in a vertical bullet list which are the standard specifications for the sanders on the market today. If customers didn't have this kind of sander then they could rent it and the supplies from Jensen's.

The Executive Director said that BMP-23 was the hours the self-work-area was open. The Executive Director agreed that changes to the work hours could allow for holiday work. This BMP could be pulled out of the main body of the document and replaced in the body of the

lease in the "I understand section". The hours of work will be changed to ending at 9pm in the summertime.

Commissioner Marrett asked about charging people per day. The Executive Director said the first and last day are free, and the middle workdays are chargeable.

Commissioner Black asked about amortization of fees if people stayed later than they should. The Executive Director discussed this issue and concluded that a rate escalator be employed, or a time limit be considered. The Executive Director proposed that after two weeks and any days beyond the scheduled time are a 1.5 times the base rate. And for scheduled time beyond the two weeks, it is 1.5 the rate. And for beyond a month, it could be 2 times the rate.

Commissioner Marrett asked about reservations. The Executive Director responded that at this time the Port does not have a policy for that. The Executive Director suggested applying a fee that incorporated the cost of time for the follow-on reservation that was impacted if they went beyond their reservation date. Commissioner Marrett suggest that if a boat had to be removed from the self-work area then the boat should be taken somewhere such as Jensen's if a spot is available. The executive Director said that he would develop draft language for that situation.

The Executive Director said that the Environmental fee was not charged by the Ports polled and the Ports position was that the \$100 dollar fee was sufficient to get a violators attention and further violations could escalate to not being able to use the facility.

The Executive Director discussed with members of the public scenarios on how a boat would move from the water to Jensen's to the self-help area and back to Jensen's for launching. Public sentiment indicated that the cost would be much more expensive, and the Port should do more to help its customers. There was also discussion of the \$100.00 fee for yard violations. The Executive Director said that the fee was consistent with every Port facility in the region and in fact less. The \$50.00 fee for hazmat was a one-time fee for every customer.

The Executive Director responded to a question from **Don Eaton** about lay-days. He asked if a person were a customer of the Port would there be a reduction of cost for lay-days? The Executive Director said there could be a reduced rate for Port customers but not eliminated completely. This decision will affect all customers.

Commissioner Black asked what the costs from Jensen's were to lift a boat, move it to the self-work area and what services they provided. He supports reducing the self-help moorage for existing customers but not below what their standard moorage is. For the next meeting Commissioner Black wants to know what people get for the round trip haul out from the Port or MICO's and what the fees are. The Executive Director said he would get confirmation of what those costs are for the next meeting. Commissioner Black said he wanted the storage or lay-day rate and the multiplier if they should stay on land for a length of time.

Don Eaton asked for the total cost for a 40' boat to be hauled out and complete the entire round trip back to the water. Hoist/Jensen's/self-help/Jensen's/ launch.

Adjourn:



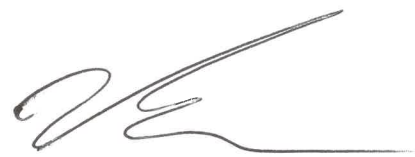
Graham Black, Commissioner

For



Barbara Marrett, Commissioner

For



Greg Hertel, Commissioner

For