

FRIDAY HARBOR PORT DISTRICT
Port Commission Meeting
(Call in Information Below)
Wednesday May 26, 2021 at 12 pm
Minutes

The public was prohibited from attending in person due to COVID-19 restrictions but 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.

Commissioner Present:

Graham Black, Commissioner
Barbara Marrett, Commissioner
Greg Hertel, Commissioner

Staff Present:

Todd Nicholson, Executive Director
Phyllis Johnson, Port Auditor
Tami Hayes, Harbormaster
Randy Everitt, Executive Secretary

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.

Brandon Cadwell presented initial information regarding a lease proposal on Weber Way and agreed to provide his information package during the Airport Parcel zoning discussion.

Discussion Items:

A. Airport Parcel Zoning.

The Executive Director provided the Commission and the public a detailed map of Port property available for leasing in and around the Friday Harbor Airport. Each parcel available for lease was lettered A through H and 1 through 4.

The Commission discussed each of these parcels listed on the attached visual and their zoning requirements in detail and provided the Director with guidance on whether the parcels should be made available to the public for long term lease or reserved for future Port development. (see attached map).

Parcel A	was approved by the Commission for standard commercial development.
Parcel B	will be taken off the market until further discussion can take place.
Parcel C	will be taken off the market and readdressed after the Port retreat.
Parcel D	will be taken off the market pending further discussion. (possible dormitory workforce housing)
Parcel E	will be held vacant unless a short term up to (5 year) lease is submitted.
Parcel F	will be offered for lease to the public. (Jolly Trolley is expected to submit a lease proposal)
Parcel G	will be taken off the market and held in reserve for future Port project needs and storage.
Parcel H	will be taken off the market for 6 months and re-visited at the retreat for a possible composting and recycling center.

Brandon Cadwell presented a proposal for the development of a tiny home development on parcels 2, 3, and 4 off Weber Way. The proposal featured a visual presentation of a project that centered on workforce housing and tourist accommodations for short term rentals of not more than 30 days. **The Commission** agreed to allow the project to move forward and will review a proposed lease when the project details are more fully developed.

Parcel 1 has been leased to Tiny Homes LLC.

The Executive Director provided information on the North West Hangar Development Project. Jet A fuel, a new 80'X80' hangar was discussed as well as the elimination of plans to build a 50'X50' Hangar. **The Commission and the Executive Director** discussed the possibility of extending the nested T hangars. **The Executive Director** said that he would reach out to the Pilots Association to keep them informed of the proposed changes. **The Executive Director** said that he would try to determine the financial viability of extending the nested T's and eliminating the 80'X80' hangar. The Jet A fuel topic will be discussed at a later date.

B. Return to in-person Commission meetings.

The Commission discussed the possibility of returning to in-person commission meetings. They decided that they would continue with Zoom meetings until further discussion could take place. **The Commission** further discussed changing the Commission meetings to 4pm to 6pm for future meetings.

C. Lock on assignment fees for land-leases.

The Executive Director reported that there was some confusion about whether hangar assignment fees are locked at the published rate (currently 2%) at the time of lease signing or whether they could be increased during the term of an executed lease. **The Director** recommended that the transfer fee be locked in for the term of a lease at the rate in effect at lease initiation. **The Commission** was in support of that approach currently in progress leases. **Commissioner Black** requested that we schedule a follow-on discussion to consider if adjustments to the future assignment fees are appropriate and to consider the best lease language on this topic.

Action Items:

- A. The Commission approved the Ratification of Airport FAA Application Resolution # 21-007 with a 3-0 vote.
- B. The Commission accepted an offer from the non-profit San Juan Agricultural skills guild (Brickworks) to purchase 2 Port owned kiosks @ \$5K each with a 2-1 vote.
- C. The Commission approved the final draw of the 2019 revenue bond and sign Resolution # 21-006 with a 3-0 vote

Regular Business:

- A. The Commission approved the Minutes from May 12, 2021 with a 3-0 vote.
- B. The Commission approved the payroll and vouchers # 01824 – 01848 for \$24,306.89. with a 3-0 vote.

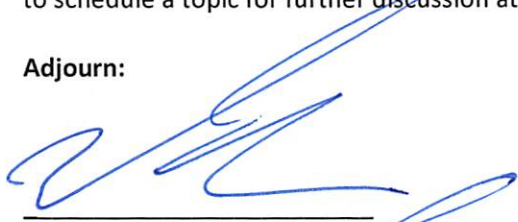
Staff Reports:

The Executive Director provided the Commission with an update of money saved by the trash compactor at the main marina and discussed plans to have a second compactor placed at Shipyard Cove. The Commission discussed the possibility of constructing a recycle center on one of the Port properties. That discussion was tabled until a future Commission meeting.

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

Adjourn:



Graham, Black, Commissioner

GB



Barbara Marrett, Commissioner

BM



Greg Hertel, Commissioner

GH