

Friday Harbor Port District

Port Commission Meeting Minutes

Friday July 16, 2021 at 9 am

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.

Commissioners Present: Graham Black
Barbara Marrett
Greg Hertel

Port Staff Present: Todd Nicholson, Executive Director
Phyllis Johnson, Auditor
Amber Garcia, Executive Assistant
Mike Roling, IT System Administrator

Public Present: Chris Blaine
Frank Bruch
Bob Brunkow
Suzanne Bryner, Lucky Fido Dog Training
Victoria Compton, EDC
Craig Melvin, San Juan Pilots
Kevin Peterson
Jayson Schmidt
Darryl Swenson, Pilot Hangar Tenant
Daniel Schwartz, San Juan Pilots Association
Steve Simpson

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.

Frank Bruch provided a letter to the three Commissioners and would like to be put on a future Agenda regarding the subject of the letter.

Victoria Compton from the EDC spoke and wanted to let everyone know that she's here with her EDC hat on.

Bob Brunkow had a voting question regarding the June 9th meeting. It was unclear which site plan of the Schmidt Lease was approved. The Executive Director will relook at the minutes and stated that the Schmidt Lease was approved for 4 rental units and the full build out will come back for approval at a later date.

Jayson Schmidt clarified that the Tiny Homes Project will be for transient rentals and will not be for long term rental or employee housing.

Discussion Items:

A. Airport Land Use Strategy

1. Parcel A

The Commission recommended that this parcel not be allowed for lodging. They would like to leave it as everyday commercial use and review lease proposals as they come in.

2. Parcel B

The Commission agreed that the Port should pursue discussing a land swap with San Juan County for the lower half of the Public Works Parcel near Boothman's. If the County decides to not swap than Parcel B would be left for Commercial Use.

3. Parcel C

The Executive Director informed the Commission that the development of this parcel would be significantly expensive. The Commission would like to leave this parcel un-developed.

4. Weber Way

a) Parcel 1

Currently this parcel is leased to Tiny Homes, LLC. The phase 1 site plan has been approved for the first 4 homes. The Lessee's proposal for full build out would be for 13 tiny homes. The final build out proposal has not been reviewed or approved by the Commission.

The Executive Director informed everyone that FAA only allows hotel/motel type rental, 30 days or less.

b) Parcel 2

The Executive Director presented that there is an industrial warehouse proposal, but a site plan has not been received yet.

The Commissioners would like to avoid transient lodging. They are open to seeing other proposals that includes tree buffers for aesthetic purposes.

c) Parcel 3

Aeronautical Services is interested in expanding to Parcel 3 and Parcel 4 and having that location be their new fulfillment center.

d) Parcel 4

The Commission would like to see a more detailed site plan from Aeronautical that includes tree buffers along each property line, building color scheme, as well as a draft of the potential land lease.

5. Parcel D

This parcel is located south of college.

The Commission would like the lease sign will be taken down for now. The Port will not going actively market this parcel. If someone comes in with a compelling proposal, then the Executive Director will bring it to the Commissioners for review. The Commission will entertain proposals for short term leases on this parcel.

6. Parcel F

This parcel is currently leased to Jolley Trolley, and they have begun site prep.

7. Parcel G & H

There are no city services, such as sewer and water. This property will remain vacant and undeveloped for now. These parcels will be held in reserve for a planned development once services are available.

8. Southwest Hangar Group

The Executive Director would like to postpone the discussion on the Southwest Hangar Area until we have better engineering and site plans.

Action Items:

- A.** The Executive Director presented Resolution 21-008 for the FAA American Rescue Plan Act (ARPA) Grant with a revision of 90-100% allowance cost. Commissioner Hertel moved to approve, and Commissioner Black seconded. The Commission unanimously approved the Resolution 3-0.

Regular Business:

- A.** The Commission approved the minutes from the June 23, 2021 meeting. Commissioner Hertel moved to approve, and Commissioner Marrett seconded, approved unanimously with 3-0 vote.
- B.** The Commission approved payroll and vouchers #01931-01984 for \$349,232.93 Commissioner Marrett moved to approve, Commissioner Hertel seconded, approved unanimously with a 3-0 vote.

Staff Reports:

- A. Equipment purchases; used boom truck and dozer at approximately \$75,000 for in house construction (dock construction, MTC parking, airport properties & buildings).

The Executive Director indicated that they have found a less expensive boom truck, the total cost for both pieces of equipment will be approximately \$65,000.

- B. The Port Auditor informed the Commission that the State Audit will begin July 26th and it will be remote. The audit typically lasts about three weeks.

Port Commissioner and Committee Reports:

Commissioner Marrett met with Colin with the County regarding adding speed bumps at Jackson's Beach. The County wants proof that people are speeding. The Commissioners would like Port Staff to put together a draft letter to send to the County regarding the lack of speed bumps at Jackson's Beach being a safety hazard.

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.

Kevin Peterson did the advanced planning for Boeing Field for 20 years. He has suggested that the Port and Commission should discuss the vision of the airport. Maybe have a group of volunteers that are a part of the aviation community work with the Port to how the airport can serve the community.

Suzanne Bryner with Lucky Fido Dog Training introduced herself to the Commission, she is looking for land to lease for her growing business. She would like to provide a membership dog adventure park for both visitors and residents and to continue to run her business. She needs an area that will not be affected by dog sounds. Suzanne is possibly interested in the Skagit Valley College property along Weber Way.

Adjourn: 12:09 PM



Graham, Black, Commissioner

Absent

Barbara Marrett, Commissioner



Greg Hertel, Commissioner