

Friday Harbor Port District

Port Commission Meeting Minutes

San Juan Island Yacht Club

Wednesday September 22, 2021 at 12:00 PM

With Covid-19 restrictions lifted, the public is now able to attend the meeting in person. You may also dial into the meeting via Zoom. Please note that if you are attending via Zoom, it will be in listen only mode, and comments will not be able to be made. Comments can be e-mailed to the Port to be addressed to the commission during the public comment section.

Commissioners Present: Graham Black
Greg Hertel
Barbara Marrett

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

Public Present: Citizens Observed on Zoom
Victoria Compton, EDC
Kevin Elmer
Jenny Fouquette
Jim Goetz
Chip Kochel
Robert Penwell

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.

Jenny Fouquette addressed the Commission regarding the Mandatory Covid-19 Vaccination for Port Employees.

The Commission appreciates the work and contributions Jenny has done for the Port but are going to enforce the Mandatory Covid-19 Vaccination for Port Employees.

Discussion Items:

- A. The Port Auditor and Harbormaster presented 2022 Tariff Considerations to the Commission. The Tariffs are based on CPI, August 2021 CPI is 4.94%.

The Main Marina rates will increase by CPI, including guest rates which would be rounded to the nearest five cents. It is suggested to raise end tie and single berth rates by a 20% premium phased in over 3 years. It is also suggested that upon completion of the rebuild, Jensen Marina rates to be set the same as the Main Marina. If the county approves the moorage to be covered, there would be a 40% premium.

Shipyards Cove rates will continue with adopted phased step increase of 12.5% that was decided on last year, to reach 85% of main marina rates (except 20 feet and 24 feet slips). Consider 20% premium on end ties and single berths after adopted phased increase is completed.

The Harbormaster announced that in the last 90 days an additional 100 people have been added to the Port's wait lists.

The Executive Director presented the proposed Airport tariffs. Hangar rates will increase by CPI. It is suggested the rates on the new A & B Hangars (currently under construction) be increase to be consistent with the rates for similar port owned hangars.

Aircraft tiedown fees will increase by CPI. Previously some of the rates were by wingspan. Consider new monthly rates to be organized by plane type: single/double piston engine, turboprop engines, and jet aircraft. Transient tiedowns would also be organized by plane type.

With the Commissions feedback, the Port Auditor will build the recommended rates into the 2022 Port budget for the upcoming public hearing.

B. Per the Commission's previous request, the Executive Director presented an example of a guideline for potential land lease considerations. The guidelines were presented in a Resolution format prepared by the Port's attorney with the following list of factors:

- Consistency with Commission-adopted long-range plans
- Significant job creation
- Creation of higher wage non-seasonal jobs,
- Compatibility with adjacent, or planned adjacent, uses
- Community support or opposition
- Aesthetic considerations

The Commission would also like to add; looking at the best use of that particular parcel and safety.

The Executive Director will put together an informal checklist with the above list of factors for the Commission's use at its own discretion.

- C. The Executive Director presented the Marine Technical Center (MTC) schedule relative to Town sewer availability. There was an expectation that the MTC property would not be eligible for Town sanitary sewer service and would have to be served by a community septic system. During the facility design, County Staff working on the comprehensive plan update recommended that this property come into the urban growth area. This change makes near term availability of Town sewer services likely.

The Executive suggested that the further work on the MTC be paused while we work to bring in town sewer service. Work could be resumed if we can identify a permanent, self-contained option that would not have to be removed upon availability of Town sewer services.

The Commission concluded that the MTC building will be on hold pending Town sewer availability unless a permanent, green wastewater alternative can be developed.

- D. The Executive Director discussed the Shipyard Cove upland parcel acquisition with the Commission. The Sol property would be a great addition to Shipyard Cove, but associated developer agreement creates too much risk for the Port to continue considering the acquisition.

The developer agreement requires many entities to accomplish tasks and make payments prior to any uses on the Sol property. These entities may, or may not, meet these requirements. The Port's risk of not being able to use the parcel indefinitely is too high within the context of the current developer agreement. If the Town were to modify the agreement in the future, it may make sense to bring the opportunity back for a further conversation.

- E. The Executive Director presented that it would be beneficial to schedule a Capital Projects Strategic Planning Retreat.

The Commission agreed schedule the meeting for September 30, 2021 9:00 am to 12:00 pm.

Action Items:

- A. The Executive Director addressed the Commission and stated that annually, under the Delegated Authority, he and the Port Auditor review medical coverages. Coverages generally don't trigger a review and get adopted as part of the annual budget process. The medical benefits coverage proposed for 2022 require a presentation to the Commission.

He added that several Port Employees currently cannot afford to have their dependents on the Port sponsored health insurance and currently have state sponsored insurance.

In separate investigations, the Executive Director and Port Auditor determined that the Port of Friday Harbor (POFH) wages are consistent with area Ports, but that the benefits package, specifically medical, is below that of area Ports. POFH benefits to wages is approximately 26% while area Ports average around 40%.

In addition, Area ports cover 100% of dependent medical, the County covers 80%, and the fire station covers 100%. The staff proposes that the POFH cover 100% of dependent medical insurance instead of the current 50%.

The Port typically cannot compete with the mainland or private sector on wages, but we believe that we offer an advantage on quality of life, and defined benefits over most other employers. This action would be a significant step-in long-term retention of highly skilled employees. It is essential to retain the crew that has been assembled to drive our revenue expansion activities and allow us to reduce our capital project costs.

The Commission would like to revisit this item in a future October meeting.

- B. The Executive Director presented Resolution #21-011 FAA CARES Grant to the Commission; this is a COVID-19 related grant from the FAA that provides the Port up to \$1,000,000 in grant funds.

Resolution #21-011 FAA CARES Grant. Commissioner Black moved to approve, Commissioner Hertel seconded, approved unanimously with 3-0 vote.

- C. The Executive Director informed the Commission the Harbormaster includes the sponsoring of a film for the Friday Harbor Film Festival in her annual advertising budget and has already taken care of this agenda item.

Regular Business:

- A. The Commission approved the minutes from the September 08, 2021 meeting. Commissioner Hertel moved to approve, Commissioner Marrett seconded, and Commissioner Black abstained approved unanimously with 3-0 vote.
- B. The Commission approved payroll and vouchers #02132-02171 for \$200,253.19. Commissioner Hertel moved to approve, Commissioner Marrett seconded, approved unanimously with a 3-0 vote.

Staff Reports:

The Harbormaster presented an updated Boat Night Report. January thru August of this year the Port has had over 12,000 boat nights. The last time this happened was in 2005 when we were in one of the biggest housing booms in history.

It's important to point out that this year it was done with several less summer staff than a typical season. In addition, this number was achieved without any rafting for the last two years.

We are projecting just under 100,000 passengers will come through the facility this year on passenger vessels. This strong passenger count is projected despite several passenger companies not operating or operating on a reduced schedule.

The Executive Director gave a project update. The A & B Hangars are down and being removed, the new foundation was sent out to bid to member of the Port's Small Works Roster. The generator is going to be replaced at the Airport Terminal. The Marina Shower Redesign is currently being wrapped up. Staff is waiting on supplies for the Jensen's Marina rebuild. The storm water system for Jensen's was replaced. The design for the EcoBarge is getting completed and there will be a stationary pump out added to Breakwater A.

Port Commissioner and Committee Reports:

Commissioner Hertel recommends that in the future the Port use wood instead of concrete for walkways, just like what was used for the new Boardwalk in Fairweather Park.

Commissioner Marrett would like the next edition to Waves to be put out as a "Press Release" to the public.

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.

Adjourn: 2:17 PM



Graham, Black, Commissioner



Barbara Marrett, Commissioner

Absent

Greg Hertel, Commissioner