

Friday Harbor Port District

Port Commission Meeting Minutes
San Juan Island Yacht Club
Wednesday December 08, 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: Matt Aretta, A1 Marine
Victoria Compton
Tina Fisher
Jason Knott, Essential Sailing
Steve Olvey

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.

Steve Olvey and Tina Fisher are members of a Waste Retention Team introduced themselves. They are interested in possibly collaborating with the Port on a future glass crushing site and or an indoor high tech composting site.

Public Hearing: The Commission will hold a public hearing regarding the Jensen Boatyard Rules and Regulations, Better Management Practices (BMPs), and Rates.

The Harbormaster presented the BMPs and reviewed highlighted parts that had edit issues or specific topics that the Commission wanted to revisit.

BMP number 10 stated there was no wet sanding or bottom scrubbing of hulls and now it's been edited that you could have that pre-arranged with the boatyard supervisor and do that type of stuff on a pad.

BMP number 22 wording was changed to say all hazardous materials, instead of paints

and thinners. All hazardous materials not to be recycled in the center, must be disposed of properly through the San Juan County transfer station.

The Commission would like to add more information regarding the Port's recycle center.

BMP number 25 was edited adding more clarification to the ecology wording. Owners may undertake boat projects above the water line as needed to maintain the vessels safety, appearance, and utility. Substantial exterior work encompassing more than 25% of the hull's deck and superstructure area is not allowed. Substantial work includes sanding, scraping, or any work where material can be lost from the boat.

The last section in the BMPs, that states; \$100.00 fee will be applied to yard bill for any violation of the above BMPs. Secondary violation may result in fine. Third violation will result in customer being banned from the Jensen Boatyard.

The Commission would like to add a \$500 fee for the second violation.

The Harbormaster presented the Jensen Boatyard Rules and Regulations and pointed out the edits that have been made.

The hours of operation and more information on the Travel Lift has been added. The Port of Friday Harbor operates an 18 Ton Travel Lift that can accommodate vessels up to 43' x 14' x 6'6", 36,000lbs. The Boatyard is operated Monday through Friday 8am to 5pm. Vendors and self-work customers are allowed in the yard 7 days/week, from 7am to 9pm, May 1 through September 30 and 8am to 6pm, October 1 through April 30.

Item number 7 the hold harmless portion has been edited. The owner will hold the Port harmless for any damage that may occur due to the lifting or blocking of the vessel in owner or representative designated locations.

The Commission requests the wording being changed to, the owner will hold the Port harmless for any damage that may occur due to the lifting or blocking of the vessel an owner or presentative previously designated locations on the vessel. Item number 9 will precede number 7.

The Appendix of the regulation will be removed and turned in to an internal employee document.

The Harbormaster briefly reviewed the rates with Commission. The Commission would like there to be a Winter Rate for the boathouse, a 20% reduction on the rate for November 01 thru March 31.

Action Items:

- A. Consider adoption of the presented Jensen Boatyard Rules and Regulations, BMPs, and Rates.

Commissioner Hertel moved to adopt the Jensen Boatyard Rules and Regulations, BMP's, and Rates with incorporating the edits addressed in this meeting. Commissioner Marrett seconded, approved unanimously with 3-0 vote.

Discussion Items:

- A. Scheduling of a Shipyard Cove/Jensen's Master Plan review and planning session.

The Executive Director addressed the Commission and brought up that since the Port is now running Jensen's Boatyard it would be a good time to reevaluate Shipyard Cove/Jensen's Master Plan.

The Commission will meet with the Executive Director individually, so he can get an idea of what direction the Commission is headed and from there he will have exhibits to bring to the upcoming January meeting to further the discussion.

- B. Discuss a lease proposal by Fly Guys Construction for Parcel E (corner of Argyle and Mullis).

The Executive Director stated that the current monthly tenant, Fly Guys Construction is interested in a long-term lease. In addition, the tenant would also like to construct a metal building along with a parking area on Parcel E.

The Commission asked that the tenant bring forth a proposal for review.

- C. Port representative to the San Juan County Marine Resources Committee (MRC).

The Harbormaster shared with the Commission that the Port's Assistant Harbormaster was asked join MRC as a port representative.

The Commission agreed that Adam Parrott, the Assistant Harbormaster would be a great representative for the Port to be a part of the MRC.

Action Items:

- A. Approve Resolution #21-014, Rescind COVID-19 Related Resolutions: Resolution #20-006 Declaring Local Emergency and Delegation of Authority and Resolution #20-011 In Person Meetings/Providing Remote Meetings.

Commissioner Hertel moved to approve Resolution #21-014, Commissioner Black seconded, approved unanimously with 3-0 vote.

Regular Business:

- A. The Commission approved the minutes from the November 10, 2021 Commission Meeting. Commissioner Hertel moved to approve, Commissioner Marrett seconded, and approved with 3-0 vote.
- B. The Commission approved the minutes from the November 17, 2021 Special Commission Meeting. Commissioner Hertel moved to approve, Commissioner Marrett seconded, and approved with 3-0 vote.
- C. The Commission approved the minutes from the November 24, 2021 Commission Meeting. Commissioner Hertel moved to approve, Commissioner Marrett seconded, and approved with 3-0 vote.
- D. The Commission approved payroll and vouchers #02232-02368 for \$100,368.30 Commissioner Black moved to approve, Commissioner Hertel seconded, approved unanimously with a 3-0 vote.

Staff Reports:

The Port Auditor announced that the final payment of the PERS Buy-in was paid this month. Fifteen years ago, the Port went into the state retirement system and bought everybody back to their hire date. This took 15 years to pay off and the Port will now save \$40,000 annually.

Passenger Facility Charges (PFC) that are paid by the airlines for infrastructure of the airport are 56% greater than the previous year, the Port collected \$40,000.

The Port Auditor and Executive Director requested that the December 22, 2021, Bill Pay Meeting be changed to a Regular Meeting. The Commission agreed to the change.

1. Jensen Boatyard Update

The Executive Director provided an update on the Jensen Boatyard. For the business spaces advertising was completed, as well as personal outreach to all the marine businesses on San Juan and surrounding areas.

The Evaluation Committee for the Jensen Boatyard Business Selection consists of the Executive Director, the Harbormaster, Mike Ahrenius, and Commissioner Hertel. They met sequentially and were walked through the only proposal that had been received for the Chandlery and above office space, from Jason Knott from Essential Sailing.

There is interest in the kiosks, but not to the point where there will be competition. The Committee all agree that the received proposal was good and the Commission should move forward.

Matt Aretta with A1 Marine is interested in the office space, shop space, and/or yard space either as a separate entity or all in itself. The Executive Director is going to meet with Matt in the following week for a discussion and walk through.

The Commission would like to proceed with initial lease presentation on the December 22, 2021, with the final decision being made on January 12, 2022. Mr. Knott and possibly Mr. Aretta will be ready with a proposal at the next Commission Meeting.

2. NW Taxiway and Hangar Project Update

The Executive Director gave an update on the NW Taxiway and Hangar Project. As of now there is nothing happening up at the airport. The bonding company is responsible for wrapping up the taxiway project and hangar foundation project. They will start picking up \$1000 a day in liquidated damages until they get it done. They do plan on bringing on a contractor to finish both of those projects out.

Port Commissioner and Committee Reports:

Commissioner Marrett gave a recap of the annual Washington Public Ports Association (WPPA) meeting that her and Commissioner Black attended.

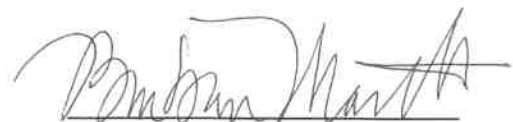
Commissioner Marrett read a resolution in honoring Commissioner Hertel's thirty years of service.

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: 2:11 PM



Graham, Black, Commissioner



Barbara Marrett, Commissioner

Approved via Zoom
Greg Hertel, Commissioner