

Friday Harbor Port District

Port Commission Meeting Minutes
San Juan Island Yacht Club
Wednesday April 27, 2022 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: Barbara Marrett
Graham Black via Zoom
Victoria Compton

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

Public Present: Alison Caruso, Jolly Trolley
Austin Reese, Fly Guys Construction

Citizen comments/requests

Consent Agenda:

- A. Approval of Minutes: March 17, 2022 Special Commission Meeting.
- B. Approval of Minutes: March 23, 2022 Commission Meeting.
- C. Approval of Minutes: March 30, 2022 Special Commission Meeting.
- D. Approval of Vouchers: Payroll and Bills Vouchers #02704-02726 for \$140,539.03

Commissioner Black moved to approve all items in the Consent Agenda,
Commissioner Compton seconded, all items approved unanimously.

Discussion Items:

- A. Fly Guys proposal for the Mullis & Argyle parcel lease.

Austin Reese with Fly Guys Construction who's currently leasing the empty parcel on Mullis & Argyle presented a proposal for constructing a commercial building on the parcel. He shared a rendering of the proposed commercial building which includes parking and plantings. They would be using the building for storing construction material. Lessee would like to set up a rainwater catchment through the roof if they are unable to hook up to town water.

Lessee isn't planning on putting a bathroom into this building therefore there's

no need for sewer hookup. He's also opened to adding taller plantings to form more of a privacy screen of the parking area.

The Commission would like to discuss this further and bring it back to the next meeting.

B. D2 hangar lease modification and transfer.

The Executive Director addressed the Commission regarding the D2 hangar lease that has been recently purchased by Mark E McCutcheon. The lessee is interested in expanding into the west of where the current hangar is located. They would like to change the way the hangar loads, and the expansion would be out of the way of other tenants. The Executive Director checked with Port's Engineers, and the expansion would be okay for FAA.

The Commission would like for the lease to be brought back to the next meeting.

C. Fleet maintenance interlocal with County.

The Executive Director informed the Commission that since the Port has taken over the boatyard, they currently don't have the staff to maintain all the vehicles. The County currently has the staff and an incredible facility along with all the tools to be able to maintain the Port's fleet of vehicles. The Executive Director would like to have an interlocal agreement with the County for fleet maintenance.

The Commission agrees that this agreement would be very beneficial and would like to move forward.

D. Commissioners point of contact and coordinator for potential art projects.

The Executive Director spoke to the Commission regarding having one of them be a point of contact for potential art projects. They would be in on it early in the discussions. For example, Friday Harbor Art Commission is interested in placing a sculpture on Port Property. The Executive Director would like to be able to direct them to someone who could assist them.

Commissioner Marrett will be the point of contact and coordinator for potential art projects.

E. Final review of General Plan prior to publishing for a future public hearing:

The Executive Director went over the changes of the Strategic Planning which are as follows.

a. New Format

The Commission looked over the new format and layout, they are happy with it.

b. Mod to Standard at airport

In this section it's talking about the modification to standard for maintaining the status quo at the airport. Next time they would like to specifically look at the verbiage or the way that it's written and how they're going to handle the modification of standard.

c. P. 22 Budget Info

The budget information was removed from the document, it was out of place for what the purpose of the Strategic Plan is for.

There will be one more workshop going over the plan and then a public hearing will be scheduled.

Action Items:

- A. Approve Resolution # 22-002, Federal Aviation Administration (FAA) Washington State Department of Transportation (WSDOT) Aeronautics Grant Application for Snow Removal Equipment Building.

Commissioner Compton moved to approve Agreement #22-002, Commissioner Black seconded, approved unanimously.

- B. Approve Resolution # 22-003, Washington State Department of Transportation (WSDOT) Aeronautics Grant Application for Solar Projects.

Commissioner Compton moved to approve Agreement #22-003, Commissioner Black seconded, approved unanimously.

Executive Session pursuant to RCW 42.30.110 § 1(i):

Commissioner Marrett brought the Special Meeting to order at 1:07 pm.

"To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency."

Expected duration: 30 minutes

Commissioner Marrett came out of the Executive Session at 1:37 pm to extend the

Executive Session for an additional 20 minutes.

Close Executive Session and adjourn Special Port Commission Meeting

Commissioner Marrett closed the Executive Session at 2:00 pm, no action was taken. Public was let back into the meeting.

Staff Reports:

A. Executive Director

The Executive Director gave a staff report. Jensen Marina, everything will be complete my Memorial Day weekend except breakers and power posts. Main Marina is in the middle of preseason prep. The design for Jensen travel lift pier, barge landing, and Jackson Beach restroom are on track.

Port Commissioner and Committee Reports:

Commissioner Black announced that there will be an architectural intern that will be designing a trail at Jackson Beach.

Commissioner Black would like to visit the possibility of changing the day of the commission meetings.

Commissioner Compton shared that one of Congressman Larsen’s representatives met with her and the Executive Director at the barge landing and the discussed a potential congressional earmark for the project.

Commissioner Marrett stated that she added a part to the Strategic Plan regarding making it a long-term goal to be a part of environmental stewardship with the county.

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.

Alison Caruso with the Jolly Trolley addressed the Commission regarding her leased property.

Adjourn: 2:14



Graham, Black, Commissioner



Barbara Marrett, Commissioner



Victoria Compton, Commissioner