

Friday Harbor Port District

Port Commission Meeting Minutes
San Juan Island Yacht Club
Wednesday May 11, 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
Victoria Compton

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

Public Present: Austin Reese, Fly Guys Construction
Erin Graham, A1 Marine
Jim Crossley, Golden Era Aviation
Julie Greene, Citizen

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.

Citizen Julie Greene addressed the Commission regarding the lot on Argyle and Mullis that is being leased and potentially will become a commercial development. She would like for the decision to not be taken lightly and ideally a company that's going to provide jobs to Islanders, would be more ideal for a property that the Port owns.

She added that if the Commission decides that it's in the best interests of the Community, then please require for there be screening require screening to protect the view coming into town.

Austin Reese with Fly Guys Construction addressed the Commission and stated that he does employ a couple of island workers at the moment. He's stated that he does not discriminate against mainland employees to hire specifically Islanders, and hires who's best qualified to do the work.

The Commission responded that the Mullis and Argyle lease proposal will be discussed as part of the Airport Lands Master Plan process.

Consent Agenda:

A. Approval of Vouchers: Payroll and Bills Vouchers #02727-02764 for \$78,270.40

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

Discussion Items:

A. Short term policy on land leases prior to completion of a strategic plan

The Executive Director brought forth to the Commission that since they are coming to the end of the Strategic Plan, the next activity should be an airport master plan addendum discussing the non-aviation lands available for leases or projects. He's inquiring if the Commission would like to see private hangars or hangars with commercial space in front of them on the Spring Street parcel. In addition, would the Commission want him to bring forth proposals or hold off on bringing them forward pending the airport master plan addendum.

The Commission would like the Executive Director to inform people who would like to bring forth new land lease proposals that they will be on hold until the Strategic Plan is complete.

B. Mullis and Argyle lease proposal

The Executive Director stated the Commission has a proposal that has been brought forth to them for the property on Mullis and Argyle. Fly Guys Construction addressed the Commission in a previous meeting about building a commercial structure to store construction supplies.

The Commission discussed the proposal and would like to have more public input and hold off on this proposal until the airport master plan addendum is complete.

C. Hangar land lease renewal policy

The Executive Director informed the Commission that several of the original forty-year hangar leases are coming due. In addition, there are leases that have more time left on their term, but the Lessee wants to rebuild or sell and it would give them more financial security and peace of mind if they had a longer lease. The Executive Director would like to know how the Commission would like to proceed with hangar land lease renewals in regard to the following:

- a.* How far in advance of lease expirations is the Port willing to renegotiate a new, longer lease
- b.* What duration of new lease is acceptable for older existing hangars

- c. What duration is acceptable for remodeled, rebuilt, or replaced hangars
- d. Is the Port willing to execute a new lease to facilitate a the sale of an older hangar with limited term remaining
- e. Will the Port require hangar work or inspections prior to executing a new lease with an older hangar on it

The Commission would like the Executive Director to send them the current leases that are coming due, as well as gather information from other airports to see how they handle their leases. In addition, the Commission would like to ask the Port's attorney if the Port can charge a fee for an early renewal legally and bring this item back to a future meeting.

D. Final edits on the General Strategic Plan prior to publicizing for the Public Hearing

The Executive Director notified the Commission that if they got through the edits, then it can be advertised for the Public Hearing. This information will go out to the Port's mailing list, be posted on the website, and published in the local paper.

The document will be updated based on the comments and edits from this meeting. This will all be put into a drafted document that can be sent to as many people as possible to inform them about the Public Hearing on June 8, 2022. In addition, there will be a request for written comments from the public due to the Executive Director a couple of days preceding the Public Hearing.

The Commission then discussed their summer schedules, and it was brought forth that there might not be a quorum for June and July meetings.

Commissioner Black made a motion to allow the Executive Director delegated authority to sign payroll and vouchers for the months of June and July if there is not a quorum of the Commission to meet. Commissioner Marrett seconded, voted unanimously.

Action Items:

- A.** Ratify the construction contract for the A/B hangar foundation (replacing the defaulted OPCI contract).

Commissioner Black moved to approve the contract, Commissioner Marrett seconded, approved unanimously.

- B.** Consider authorizing a six-month extension on the construction abatement period for the Island Air hangar.

The Executive Director informed the Commission that due to town permitting being held up, Island Air has yet to begin the construction of the new hangar. He asks the Commission to authorize a six-month extension on the construction abatement

period due to this being out of Island Air's control.

Commissioner Compton moved to approve the extension, Commissioner Marrett seconded, approved unanimously.

Staff Reports:

- A. The Harbormaster introduced new staff member, Molly Finch who is a part of the Marina Operations team.
- B. The Executive Director introduced new staff member, Sherri Johnson who is transitioning to the Maintenance Department's Custodian team.
- C. Capital Projects Supervisor, Kyle Gropp gave the Commission a general scope of his duties as well as a progress report on the following projects:
 - The foundation for the T Hanger has been awarded.
 - At the airport, preparing to place the new emergency generator at the terminal.
 - Completed the build of the dose tank and are waiting on drop lines to tie into the sewer system
 - In the design phase for replacement of the float plane docks
 - Completed the design phase and are well into the parts manufacturing for the Spike Africa dock.
 - Completed the three kiosks relocation and electrification for Jensen Boatyard, Included two metered power posts for boatyard work.
 - Continue to make progress on the Jensen Marina. The docks are afloat and clipped together. The final placement of sacrificial whalers and dock cleats is well underway. The plumbing has been placed and is being tied into water service. Many thousands of pounds of electrical wire have been run through chases in the docks and is being stripped and attached to the distribution cabinet and the power posts.
- D. The Executive Director gave an additional project update:
 - The boats that were originally in the Jensen Marina will repopulate that Marina on June 1st.
 - In the process of preliminary engineering design and analysis for the Shipyard Cove Marine expansion.
 - IOSSA headquarters at 532 Shelter Road permits have been turned in. We hope that contractors will be able get the pad in, and potentially the water and septic in this fall.
 - The new upgraded website is now live.

Port Commissioner and Committee Reports:

Commissioner Marrett announced that the Pilots Association will be honoring pilot Jim Crossley on May 28th. She also reported that the Opening Day Parade went great, and the Port's Pumpety Dumpty followed the Back to the Future theme.

Commissioner Compton met with Congressman Larsen and had a great conversation about the barge landing at Shipyard Cove. The Executive Director and a member of Mr. Larsen's staff put together great talking points. The meeting was very promising.

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.

Erin Graham with A1 Marine addressed the Commission to let them know working down at Shipyard Cove that the Port is doing great work and the staff are fantastic.

Adjourn: 1:48



Graham, Black, Commissioner

Via Zoom

Barbara Marrett, Commissioner



Victoria Compton, Commissioner