

## Friday Harbor Port District

Port Commission Meeting Minutes  
San Juan Island Yacht Club  
Wednesday May 25, 2022 at 11:30 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 (*via Zoom*)  
Amber Garcia, Executive Assistant  
Mike Roling, IT System Administrator

**Public Present:** Stephanie Buffum, Canoe Journey  
Jim Crossley, Golden Era Aviation  
Jose Domenech, Canoe Club  
David Halpern, Canoe Club  
Jay Julius, Salish Journey Seafoods  
Sequoia Julius, Salish Journey Seafoods

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

Commissioner Marrett brought the Meeting to order at 11:30 am and entered the Executive Session at 11:31 am.

*“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

### **Closed Executive Session and adjourned Port Commission Meeting**

Commissioner Marrett closed the Executive Session at 12:00 pm, no action was taken. Public was let into the meeting.

**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.

Stephanie Buffum, participant of the Canoe Journey addressed the Commission. The Canoe Journey stopped over in San Juan Island and had 64 Inter-tribal canoe members and they could not land at the Port of Friday Harbor property at Shipyard Cove because there's not enough space for to accommodate canoes. She asked the Commission that while they're working on the Port's Strategic Plan to think about how the Port can accommodate non-motorized vessels such as canoes and kayaks.

The Commission let her know about the Public Hearing on June 08, 2022 and added that in addition she can send an email in with her suggestions.

**Consent Agenda:**

- A. Approval of Minutes: April 27, 2022 Commission Meeting
- B. Approval of Vouchers: Payroll and Bills Vouchers #02765-02794 for \$27,850.78

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

**Action Items:**

- A. Consider approval of the Jolly Trolley Lease Modification and Settlement Agreement

Commissioner Compton moved to approve the lease amendment with the understanding that there would need to be a review of future third party agreements of the lessor. Commissioner Black seconded, approved unanimously.

- B. Friday Harbor Seafoods Business Transfer

The Executive Director explained to the Commission the current location of Friday Harbor Seafood is a private mortgage slip. Normally if a private vessel were to sell the slip wouldn't go with it, in this case an exception to policy is warranted. This has been a great business for numerous years, it's incredibly popular with the public, and it's financially beneficial to the Port versus any other use. In addition, it is a tribal business and brings a lot of people down to the Port.

Commissioner moved to approve the transfer the location of Friday Harbor Seafoods to Salish Journey Seafoods, Commissioner Black seconded, approved unanimously.

**Discussion Items:**

**A. Canoe Club**

David Halpern with the Canoe Club addressed the Commission. The club would like to be able to stay at Shipyard Cove and have a clear accessible club or activity center to allow the canoe community to have continued access in an affordable way. In addition, they are working with Island Rec to allow classes for the youth and teach them water safety.

The Commission is glad that they're part of the discussion on the upcoming plan and encourages them to also discuss further with the Harbormaster.

The Executive Director added, in the short term is it feasible to continue using Shipyard Cove provided that we are able to coordinate mitigation of parking impacts. A different solution will be needed when the new travel-lift pier makes the site unusable for small boat access. A long-term solution can be incorporated into the update of the waterfront master plans.

**B. RV Dump**

A member of the public had previously contacted the Commission inquiring why the Port cannot take the sewage from RVs since the town is no longer offering the service.

The Commission responded, the Port does not have the facilities to have someone pump out into our system. In addition, our system goes into the town and the reason the town stopped is due to capacity issues; dumping it here and having it go to the town will not solve the problem.

**C. Legion Tree Trimming**

The Executive Director presented two photos to the Commission of the trees that the Legion would like to have trimmed.

The Commission agrees with Port staff's recommendation to allow the Legion to trim the tree in an aesthetically pleasing way.

**D. Ecology Holding Tank Program**

The Ecology Holding Tank Program with the Department of Ecology has requested the Port participate in a valve education pilot program.

Port staff recommends coordinating with ecology to gauge their interest in the Port participating in a portion of the pilot activities. Part of the program is education,

putting up flyers, signs, and public notices, which are currently feasible. The part that is troublesome is where the Port would be doing personal outreach to all transients and all liveaboards, going onto boats and tying off the Y-valves, putting in dye packets, and monitoring. This level of involvement is beyond what the Port is capable of in the middle of the summer with current staffing levels.

**E. Revisit lease renewal discussion**

The Executive Director recommends incorporating the discussion of this topic into the Airport Properties Master Plan Addendum process. The items that need to be addressed include existing or to-be-constructed Port owned buildings, existing and new hangar land leases, and bare land business leases. In addition, the length of initial terms, lease extensions for various scenarios and whether terms and extensions will be policy driven, based on guidelines with a case-by-case discussion, or done on a strictly case-by-case basis needs to be discussed.

The Commission would like more information and data from other airports and plans to continue the discussion as a part of the Airport Properties Master Plan Addendum. The commission will consider land lease proposals on selected properties prior to the adoption of the related master plans.

Jim Crossley with Golden Era Aviation spoke to the Commission and requested to have a case-by- case exception and move his lease renewal forward. He is well into the last extension period of his lease.

Mr. Crossley will work with the Executive Director and Commission regarding his upcoming renewal.

**F. Begin 163 Lands Master Plan Addendum**

The Executive Director recommends scheduling a Special Meeting Workshop date to establish a scope and process for developing the plan. The workshop would include identifying initial high-level goals and projects valued by the Commission and the community, as well as possibly designating a Commission representative to work with staff on draft products in-between commission workshops

The Commission will revisit this plan in August.

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**Port Commissioner and Committee Reports:**

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Commissioner Compton met with Congressman Larson and is cautiously optimistic about the Barge Landing being earmarked for funding.

Commissioner Black would like better signage at the top of Jackson Beach where the kayak companies have moved to. The intent is to leave a vehicle width open in front of the gate and have parking be okay on the sides.

Commissioner Marrett reminded that the art mural that is peeling on Island Air's Hangar needs to come down. She also gave an update on the Climate and Sustainability meeting she participated in. She reported on her meeting as the Port's art point on contact about the possibility of installing a Welcoming Post on Port property. Finally, informed the commission that the Port will be represented at the Pilot Honoring Ceremony by Kyle Gropp and Mike Otis.

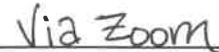
**Staff Reports:**

The Port Auditor announced that she has filed her Annual Report with the state of Washington.

**Adjourn: 1:05**



Graham, Black, Commissioner



Barbara Marrett, Commissioner



Victoria Compton, Commissioner