

Friday Harbor Port District

Port Commission Meeting Minutes

San Juan Island Yacht Club

Monday August 08, 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
Kyle Gropp, Capital Projects Supervisor
Mike Roling, IT System Administrator
Erik Edshammar, Maintenance Supervisor
Adam Bohn, Maintenance

Public Present: Steve Ulvi, Transition Waste Reduction Team
Heather Spaulding, Journal of the San Juans
Corley McFarland, Precision Approach Engineering
Steve Barrett, Baron Energy Resource Group (via zoom)

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 Ulvi with Transition Waste Reduction Team thanked the Commission for thinking about things in a comprehensive way when it comes to energy conservation.

Consent Agenda:

- A. Approval of Minutes: July 14, 2022 Special Meeting Minutes
- B. Approval of Vouchers: Payroll and Bills Vouchers #02966-02997 for \$184,413.62

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

Discussion Items:

- A. Presentation by Commissioner Compton, BIL Funding and Solar Overview

Commissioner Compton presented a BIL (Bipartisan Infrastructure Law) Funding and Solar slideshow. The slideshow highlighted the benefits of having solar at the airport, as well as legislative and FAA guidance, and airport solar investment considerations.

The FAA May require energy efficiency study prior to adding solar (also fundable through BIL).

Steve Barrett with Baron Energy Resource Group joined in via Zoom and answered a few brief questions from the Commission.

The Executive Director stated as we go on to the next agenda item for the Capital Improvement Plan (CIP) we'll see that this year's CIP has a mixture of BIL funds and regular entitlement funds. The proposed allocation intends to leave enough funds in the new building or building reconstruction amounts to cover solar projects when that process becomes clearer.

B. Five Year Airport Capital Improvement Program

The Executive Director shared that at the end of August a Five Year Capital Improvement Plan needs to be submitted . The Airport will get approximately \$5,000,000 of regular entitlement AIP funds and an additional \$5,000,000 of BIL funds.

Corley McFarland with Precision Approach Engineering presented a worksheet to the Commission which shows the upcoming five years and possible projects. The first projects would be a runway pavement underdrain system, updating the fuel system, and environmental study for the southwest hangar development.

The Commission discussed the priority of the possible projects and asked that an updated CIP be presented at our next meeting.

C. Golden Era New Hangar Land Lease Terms, Lease Policy Development Status

The Executive Director presented information that was collected from other airports regarding Hangar Land Leases. All airports appear to allow new leases on existing hangars with expiring leases, if they do not have an alternate use required for the parcel. Most require improvements to be of more value than the underlying Land and limit new leases to 10 years or less without substantial new capital investment.

The Commission would like to see an updated Lease Policy in place prior to approving an extension of a Land Lease that's in its last renewal.

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. **None**

Port Commissioner and Committee Reports:

Commissioner Black shared that it has been great to see Jackson Beach being so heavily used this, Summer.

Commissioner Marrett would like to see a more in-depth historical section on the website. She added that the Newsletter that was sent out to San Juan County residents was well received, and she would like the Commission to start thinking about what they would like to see in the next edition.

Commissioner Compton announced Jim Crossley and Bob Jamieson have a proposal to fix up the Ernie’s building. They would like to turn it into a historic terminal museum and an FBO.

Staff Reports:

A. Introduction of New Staff:

- Jeff Nelson, Marina Operations & Adam Bohn, Maintenance

Maintenance Supervisor, Erik Edshammar introduced new staff member Adam Bohn.

The Harbormaster will introduce Jeff Nelson in a future meeting.

B. Kyle Gropp:

- Boatyard and Capital Projects Update

Capital Projects Supervisor, Kyle Gropp gave the Commission an update on ongoing projects. The A/B Hangars are currently being built by Port Staff. At Jensen Marina, there are only three power posts left to install and they are still waiting on electrical components to arrive for fully connecting into the Opalco transformer. Permitting for the covered moorage is back logged with permits and it’s uncertain when they will be reviewed.

C. The Port Auditor shared June’s financials with the Commission.

Adjourn: 2:20


Graham, Black, Commissioner


Barbara Marrett, Commissioner


Victoria Compton, Commissioner