

Friday Harbor Port District

Port Commission Meeting Minutes

San Juan Island Yacht Club

Wednesday October 12, 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

Public Present: Grant Carlton, San Juan County
Mike Thomas, San Juan County
Necia Quast, LWVSJ

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**

Discussion Items:

- A.** Presentation by Mike Thomas and Grant Carlton from the County regarding the Road Levy

Mike Thomas with San Juan County handed out a 2022 Road Levy fact sheet to the Commission and Port Staff. Mr. Thomas shared that the County is responsible for over 270 miles of public roads, thousands of culverts, numerous marine facilities, bridges, trails, and other transportation-related facilities located on seven different islands. He stated that the Road Levy has never been increased, this would be the first time. The proposed levy raises the current rate of \$0.56 to \$1.00 per \$1,000 of assessed value. This levy will be on the November 8th ballot.

Consent Agenda:

- A.** Approval of Minutes: September 28, 2022 Meeting Minutes
B. Approval of Vouchers: Payroll and Bills Vouchers #03148-03185 for \$222,264.12.
Commissioner Compton moved to approve all items in the Consent Agenda,

Commissioner Black seconded, all items approved unanimously.

Action Items:

- A. Approve transfer of land lease for hangar J-4 from Harrington to Hangar Hangar LLC

Sharon Harrington is requesting assignment of the land lease associated to Hanger J-4 to Hangar Hangar LLC in connection with sale of the hangar to Hangar Hangar LLC

Commissioner Black moved to transfer of land lease for hangar J-4 from Harrington to Hangar Hangar LLC. Commissioner Compton seconded; transfer approved unanimously.

- B. Authorize the Executive Director to purchase a Boom Lift not to exceed \$80,000.

The Executive Director shared with the Commission the significant amount of rental fees the Port has been incurring for the use of a Boom Lift to help with Hangar Construction.

Commissioner Compton moved to authorize the Executive Director to purchase a Boom Lift not to exceed \$80,000. Commissioner Black seconded; authorization approved unanimously.

Discussion Items:

- B. SYC Expansion

The Executive Director addressed the Commission, the Shipyard Cove expansion is getting ready to go out for final engineering permitting. After having engineering work done to determine whether the breakwater would need to be anchored or could be pile secured, it is going to be the most cost-effective for it to be pile secured. It will also be more cost-effective to outsource the building of a concrete breakwater instead of having Port staff construct it.

A request for qualifications is out as a single project engineering design for this expansion.

He asked if one of the Commissioners would sit in with staff when we do the future analysis for choosing our on-call engineering firm for the next five years. Commissioner Black will assist.

New Business: Commissioners May Share Information or Introduce Topics for Discussion at a Future Meeting.

Commissioner Black asked about the issue that was previously brought up by a citizen regarding having to pay for parking while charging electric vehicle. The Commission discussed their thoughts on the matter.

The Executive Director suggested that if the Port is going to offer a free charging station that it be in a free parking lot, not in a paid lot. The space where the portable restroom is currently would be a good location.

Staff Reports:

The Executive Director gave a project update to the Commission. The permanent repair to the winter damage to the electrical system at Shipyard Cove Marina has been completed. The final electrical part for restoring Jensen Marina has shipped and hopefully power will be working by the end of this month. The hangar construction at the Airport is underway. The taxiway construction is still waiting on FAA to approve the required update to our disadvantaged business enterprise goals, after which we will be able to go back out to solicitation for this project.

He also shared two employees recently left the Port and the Staff is definitely feeling the pinch of having less help.

Port Commissioner and Committee Reports:

Commissioner Black inquired if there are any updates on the Switch it Up program with Opalco for solar. The Executive Director responded that he would like to work through the FAA energy audit and grant process before considering loan programs.

Commissioner Black also asked if there has been any feedback on the Recycle Center? The Executive Director responded that there's been generally good feedback. There are a couple of things that need to be adjusted; better signage is in process, the container openings are going to be changed, and still working out the best way for collecting cardboard.

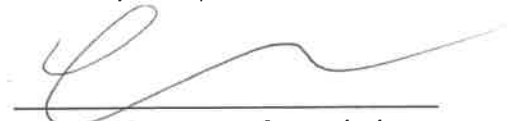
Commissioner Marrett announced that she's been spending a lot of time putting together a tourism PowerPoint for a Small Ports panel.

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**

Adjourn: 1:00 PM



Graham, Black, Commissioner



Victoria Compton, Commissioner



Barbara Marrett, Commissioner