

Friday Harbor Port District

Port Commission Meeting Minutes

San Juan Island Yacht Club

Wednesday October 26, 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
Amber Garcia, Executive Assistant
Mike Roling, IT System Administrator

Public Present: 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**

Consent Agenda:

- A. Approval of Minutes: October 11, 2022 Special Meeting Minutes
- B. Approval of Minutes: October 12, 2022 Meeting Minutes
- C. Approval of Vouchers: Payroll and Bills Vouchers #03186-03220 for \$139,289.44.
Commissioner Compton moved to approve all items in the Consent Agenda,
Commissioner Black seconded, all items approved unanimously.

Action Items:

- A. Approval of Washington State Department of Transportation (WSDOT)
 - Aeronautics Grant Application Resolution #22-011, Solar Panels

Commissioner Compton moved to approve Washington State Department of Transportation (WSDOT) Aeronautics Grant Application Resolution #22-011, Solar Panels. Commissioner Black seconded; approved unanimously.

- Aeronautics Grant Application Resolution #22-012, Electric Aircraft Charging

Commissioner Black moved to approve Washington State Department of Transportation (WSDOT) Aeronautics Grant Application Resolution #22-012, Electric Aircraft Charging. Commissioner Compton seconded; approved unanimously.

B. Approval of Greenhouse Gas Policy Resolution #22-004

Commissioner Compton moved to approve Greenhouse Gas Policy Resolution #22-004. Commissioner Black seconded; approved unanimously.

C. Consider Approval of New McCutcheon Hangar Lease (D2 rebuild & expansion)

The Executive Director presented the Commission with a lease draft of Hangar D2 which includes the hangar being rebuilt and expanded.

The Commission took no action. However, they would like to review the lease at a later time and have the lease include a clause that states the time frame for site plan submission as well as a reconstruction time frame.

Discussion Items:

A. Verify November Bill Pay Meeting Date (Friday November 18)

Port Staff confirmed with the Commission that Friday November 18th will work for a Bill Pay Meeting.

B. Preliminary Budget Review

- a. Review Quarter 3 2022 Budget to Actual
- b. Preview 2023 Budget

The Port Auditor presented to the Commission a review of 3rd Quarter 3 Budget to Actual for 2022 Capital and Operating Budget. She also provided them with a draft copy of the 2023 Capital and Operating Budget and 2023 Citizen's Budget Guide.

The Commission requested the draft 2023 Citizen's Budget Guide be posted on the website. The 2023 Budget will be brought back in a Public Hearing at the November 9, 2022 Meeting for adoption.

C. Preview Topics and Agenda of the Town of Friday Harbor and San Juan County Meeting

The Executive Director shared with the Commission the agenda of the upcoming joint Port of Friday Harbor, Town of Friday Harbor, and San Juan County Meeting. He and the Commission discussed possible topics. The Executive Director added that the Town might reschedule the October 31 meeting to the beginning of 2023.

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

Commissioner Marrett and Commissioner Black will report about the WPPA Small Ports Conference at the next meeting, November 9, 2022.

Staff Reports: None

Port Commissioner and Committee Reports:

Commissioner Marrett shared that there will be a great presentation Friday the 28th at the San Juan Islands Museum of Art with an artist who upcycles glass and brings awareness to trash and waste.

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: 2:08 PM



Graham, Black, Commissioner



Barbara Marrett, Commissioner



Victoria Compton, Commissioner