

Friday Harbor Port District

Port Commission Meeting Minutes

San Juan Island Yacht Club

Wednesday December 14, 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 (via Zoom)

Port Staff Present: Todd Nicolson, Executive Director
Phyllis Johnson, Auditor
Tami Hayes, Harbormaster
Amber Garcia, Executive Assistant
Mike Roling, IT System Administrator
Erik Edshammar, Maintenance Supervisor

Public Present: Roger Ellison, SJI Grange #966
Erin Graham, A1 Marine
Marcy Montgomery, SJI Makers Guild
Necia Quast, LWVSJ
Stephen Shrader, SJI Makers Guild
Bill Severson, Transition San Juan Island

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.

Stephen Shrader and Marcy Montgomery from SJI Makers Guild addressed the Commission regarding the recent letter they had sent which included a concept for Weber Way Economic Trade Center. The Guild would like to request that the Port allow them time to prepare a feasibility study over the coming year for a multi-purpose use of the property adjacent to the Community College, the four acres on Weber Way. They also invited the Commission to take a field trip to Skagit to see what they have accomplished with a similar project on a much bigger scale.

The Commission suggested the group bring back their concept to the second meeting in January when the concept proposals for land leases will be reviewed.

Staff Introduction:
Justin Roberts, Dock Manufacturing
Austin Sparks, Marina Operations & Security

Alex Lynch, Temporary Position Capital Projects

The Staff introduction will take place at a future meeting.

Consent Agenda:

- A. Approval of Vouchers: Payroll and Bills Vouchers #03291-03343 for \$117,228.53.

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

Action Items:

- A. Reid Middleton Contract # 22-026 Profession Service for Shipyard Cove Marina Expansion, not to exceed \$175,000.

Commissioner Compton moved to approve Reid Middleton Contract # 22-026 Profession Service for Shipyard Cove Marina Expansion, not to exceed \$175,000. Commissioner Black seconded; contract approved unanimously.

- B. San Juan County Inter-Local Agreement 21RD.001 Request # 3 for Dock Manufacturing Service for Orcas Landing Facility consisting of (4) 42' x 10' floats.

Commissioner Compton moved to approve San Juan County Inter-Local Agreement 21RD.001 Request # 3 for Dock Manufacturing Service for Orcas Landing Facility consisting of (4) 42' x 10' floats. Commissioner Black seconded; Inter-Local Agreement approved unanimously.

Discussion Items:

- A. Welcome Pole Location

The Commission discussed two possible locations for a Native American Welcome Pole to be installed on Port Property.

The Executive Director will let the Arts Commission know that the approved location is on the Clock Dock.

- B. Schedule End of December Bill Pay Meeting: *Friday December 30th at Noon*

Commissioner Marrett and Commissioner Compton will be available for the Bill Pay Meeting Friday December 30th.

- C. Update to Shipyard Cove expansion design

The Executive Director shared with the Commission an updated Shipyard Cove expansion design. This configuration supports a \$6.5M investment at financial

break even during the 20-year payoff period. If the Port can build the facility for under \$6.5M or acquire grant support, we will be able to pay the facility off sooner or create new revenue to rebuild the existing Shipyard Cove Marina.

The following are the benefits of the updated design:

- Adds significant amounts of new moorage at a similar cost to the original design.
- Introduces the possibility of RCO/MRC grant funding for the breakwater further reducing Port costs.
- Adds additional breakwater protection for Jensen Marina.
- Allow overflow transient moorage and winter safe harbor space for boats on the hook.
- Supports seasonal work force moorage.
- Allows all moorage slips to be constructed by Port staff.

The Commission would like to move forward with the update to the Shipyard Cove expansion design.

D. Method and Schedule for Jensen and Shipyard Cove Masterplan Update

The Executive Director shared with the Commission a Jensen Marina/Shipyard Cove draft area use map and shared that the Port needs to decide what infrastructure and uses are appropriate at these locations.

The Commission discussed whether they should reconvene the Citizens Advisory Committee that helped the Port decide on purchasing Jensen's to help with the planning process.

The Executive Director will schedule an initial kickoff meeting with Leon Environmental and will bring questions from the Commission as well as questions the community might want to identify. This first meeting will be for information gathering and answering questions and then there would be a follow up at a regular Port Commissioner meeting.

New Business: Commissioners May Share Information or Introduce Topics for Discussion at a Future Meeting. **None**

Staff Reports:

Maintenance Supervisor Report-

Erik Edshammar announced that the electrical at Jensen Marina just passed the electrical inspection and there is power on the docks now! He also shared that the Maintenance Department is working diligently on repairing trip hazards within the marinas.

Executive Director-

The Executive Director announced that Mark McCutcheon is going to pass on the lease where he was going to rebuild the D2 Hangar and expand into the unoccupied space. He does not feel comfortable having to work on a building schedule with the possibility of going into default if it wasn't done by the schedule time. The Commission would like to bring this back as an Action Item at a future meeting.

In addition, the final settlement for the Jensen insurance policy has been offered at 683,000 and will move forward with finalizing that settlement for Commission approval.

He also stated that when we went out to bid for the shower remodel, we got one bid in for just shy of \$1,500,000, which is an absurd number. His recommendation is that our internal crews continue with refurbishing the existing showers as they are and then change the scope to replace the portable restroom with a new one. The Commission really likes the idea of the portable restroom going away and the possibility of more parking in its place. They would like to reach out to a few more contractors and readvertise the project. The Executive Director will readvertise and contact the grant representative to see if we can extend and increase the grant on the original project.

Lastly, he informed the Commission that we're postponing the evaluation of the five-year marina engineer. We're currently working with Reed Middleton on our big project in the foreseeable future and would like to work with them for a month or two and see how that goes. In a month or two we'll sit down and do the evaluations.

Port Commissioner and Committee Reports: WPPA Small Ports and Annual Meeting Review

Commissioner Marrett attended the WPPA Annual Meeting and there was a lot of great information on ports having the infrastructure for electric boats and aircraft. She also reported that her and the Executive Director met with Transition San Juan, Denise Kulseth from the Town, and Katie Fleming from the County about the feasibility of glass crusher and recycling glass. They made some headway but need to focus on what can the recycled glass be used for.

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.

Necia Quast with the League of Woman Voter San Juan shared that she will be handing over the coverage of the Port Commission Meetings to another member.

Adjourn: 1:52 PM

Graham, Black, Commissioner



Victoria Compton, Commissioner



Barbara Marrett, Commissioner