

Friday Harbor Port District

Port Commission Meeting Minutes
Port Conference Room
Wednesday April 12, 2023 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
Winter Zigzagger, Maintenance Landscaper

Public Present: Ricarda Burnett, Liveaboard Teri Byrne, Customer
Bill Cumming, Customer Shyrl Eaton, Customer
Sandy Goddard, Liveaboard Bob Meinel, Liveaboard
Chris Reed, Customer Alan Waters, Customer
Walker Randonski, Liveaboard Jonet Sudduth, Liveaboard
Dale Balmer, Griffin Bay Adventures
Jayson Schmidt, Tiny Suites

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**

Presentation:

A. Jayson Schmidt, Tiny Suites Update

Jayson Schmidt with Tiny Suites shared photos with the Commission that displayed the interior and exterior of the units. The site work on Weber Way is nearing completion, the units will be moved on to the property shortly after. They will be up and running in time for the busy summer season.

Consent Agenda:

- A. Approval of Minutes: March 22, 2023 Meeting Minutes**
- B. Approval of Vouchers: Payroll and Vouchers #03611-03664 for \$376,112.36**

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

Action Items:

A. Determine the Future of the Aquarium

The Commission discussed new ideas for the aquarium, one being a virtual aquarium that would have screens displaying live feeds of larger aquariums and/or in the local harbor. The next idea was to have a wall of smaller aquariums that would house local seaweed and sea anemone.

The Commission would like to pivot towards a virtual aquarium and continue the conversation on what the uses will be for that area. Staff will come up with a plan regarding the virtual aquarium and will bring back information to the Commission.

B. Citizens Advisory Committee (CAC), Membership, and Initial Task

The Executive Director went over the draft CAC By-laws with the Commission. The Commission would like to add a Nepotism Clause to the by-laws to read, only one member of an immediate family/household can serve on the committee.

Commissioner Compton moved to approve the Citizens Advisory Committee By-laws with the addition of a Nepotism Clause, Commissioner Black seconded, all-in favor, approved unanimously.

The Initial Task for CAC is to investigate and advise on the best layout and uses of the combined Jensen/Shipyard Cove facilities in support of an update the combined facilities Master Plan update. To look at environmental, economic, and land use considerations.

Commissioner Marrett moved to approve the Citizens Advisory Committee Initial Task, Commissioner Compton seconded, all-in favor, approved unanimously.

C. Approve Executive Directors signature on the following contract:

- 22-003 Precision Approach Engineering Design of Runway 16/34 Drainage Improvement in the amount of \$159,000. This amount has been approved by FAA with 90% eligible for reimbursement.

Commissioner Compton moved to approve contract 22-003 Precision Approach Engineering Design of Runway 16/34 Drainage Improvement in the amount of \$159,000, Commissioner Black seconded, all-in favor, approved unanimously.

- 22-004 Precision Approach Engineering Services During Construction of Runway 16/34 Drainage Improvements in the amount of \$273,700. This amount has been approved by FAA with 90% eligible for reimbursement.

Commissioner Compton moved to approve contract 22-004 Precision Approach

Engineering Services During Construction of Runway 16/34 Drainage Improvements in the amount of \$273,700, Commissioner Black seconded, all-in favor, approved unanimously.

- 23-010 PNW Civil, Inc for the Island Oil Spill Association (IOSA) foundation and additive bid of construction in the amount of \$242,375. This amount is funded with 100% reimbursement by National Fish and Wildlife Foundation (NFWF).

Commissioner Compton moved to approve contract 23-010 PNW Civil, Inc for the Island Oil Spill Association (IOSA) foundation and additive bid of construction in the amount of \$242,375, Commissioner Black seconded, all-in favor, approved unanimously.

Discussion Items:

A. Transfers of Moorage with Vessel Sales at Jensen Marina

The Commission discussed different options for the language in the Jensen Marina Rules and Regulations regarding transfers of moorage with vessel sales.

Customer Bill Cumming shared, the original customers of Jensen Marina prior to the Port owning it understood that transfers of berth went with the sale of a boat. He encourages the Commission to respect that.

Customer Shyrl Eaton added, it took up to a year and a half for the Jensen Marina Community to come back together after the collapse and it seems reasonable to allow more time.

The Commission did not reach a consensus, this will come back as an action item at the next meeting.

B. Jensen Marina and Shipyard Cove Rules and Regulations

The Harbormaster presented the Commission with the changes that were made after the initial review of the Jensen Marina and Shipyard Cove Rules and Regulations. The Commission will give additional edits for the documents.

Liveaboards shared that it would be helpful to let transient guests know about harmful soaps and to avoid using them in the marina.

C. Main Marina Liveaboard Agreement and Rules and Regulations

This discussion item will be brought back to the next meeting.

D. Pilot certification for key airport personnel

The Executive Director stated if the Port is going to run the 7th busiest airport in the state, we should have pilots on staff. It's important from a credibility standpoint and

connectedness to the pilot community to have two pilots amongst the Staff. He would like himself and Kyle Gropp to go through the process of getting certified and be part of the Pilot Association. Both he and Kyle deal with the planning side and the execution side of most things' pilots and FAA.

The Commission agreed it's a good idea and asked if they do the certification at different times.

Staff Reports:

Maintenance Landscaper, Winter Zigzagger

Mr. Zigzagger reported that the greenhouse is fully functional. Hanging flower baskets are in the process, he will be creating 60 this year with the plants he's grown from seed. In the future, the Port will be able to make flower baskets for the Town of Friday Harbor. He also shared that he only uses non-harmful gentle organic flower fertilizer.

Executive Director, Todd Nicholson

The Executive Director shared that they had the Energy Assessment Kickoff Meeting.

Port Commissioner and Committee Reports: None

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

Commissioner Marrett would like to discuss the possibility of working with the County Tribal Liaison.

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.

Customer Alan Waters inquired what happens if a boat owner passes away. The Harbormaster responded; an immediate family member could take over the slip. He also asked if there could be better signage for no wake zones going into the dinghy dock.

Liveaboard Jonet Sudduth asked the Commission if there is anything that can be done about the ferry wake. The Port Commission will work on putting a letter together to send to WSDOT.

Adjourn: 2:16 PM



Graham, Black, Commissioner



Barbara Marrett, Commissioner

Victoria Compton, Commissioner