

Friday Harbor Port District

Port Commission Meeting Minutes

Port Conference Room

Wednesday April 26, 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

Port Staff Present: Todd Nicolson, Executive Director
Phyllis Johnson, Auditor
Tami Hayes, Harbormaster
Amber Garcia, Executive Assistant
Mike Roling, IT System Administrator
Kyle Gropp, Capital Projects Supervisor
Frank Finch, Maintenance

Public Present: Teri Byrne, Liveaboard
Don Eaton, Customer
Erin Graham, A1 Marine/CAC
Necia Quast, LWVSJ
Charles Richardson, Liveaboard
Jonet Sudduth, Liveaboard

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**

New Staff Introduction:

Frank Finch

Capital Projects Supervisor, Kyle Gropp introduced new staff member Frank Finch.

Consent Agenda:

- A. Approval of Minutes: April 12, 2023 Meeting Minutes
- B. Approval of Vouchers: Payroll and Vouchers #03665-03697 for \$187,296.79

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

Action Items:

- A. Approve Executive Director's signature on FAA grant application 3-53-0152-043-2023

for the Southwest Development Area Environmental Assessment. The Port is asking \$957,112 for assistance with the assessment by Environmental Sciences Association (ESA) and advertising of public meetings. This grant will be funded at 90%.

Commissioner Black moved to approve the Executive Director's signature on FAA grant application 3-53-0152-043-2023 for the Southwest Development Area Environmental Assessment. Commissioner Marrett seconded, all-in favor, approved unanimously.

- B.** Approve Executive Director's signature on contract # 23-006 with Environmental Sciences Associates (ESA) of Bend, Oregon for the Friday Harbor Airport Southwest Development Area Environmental Assessment. The contract amount is \$952,053 and will be 90% funded by FAA.

Commissioner Black moved to approve the Executive Director's signature on contract # 23-006 with Environmental Sciences Associates (ESA) of Bend, Oregon for the Friday Harbor Airport Southwest Development Area Environmental Assessment. Commissioner Marrett seconded, all-in favor, approved unanimously.

- C.** Transfers of Moorage with Vessel Sales at Jensen Marina

Commissioner Marrett moved to approve the Transfers of Moorage with Vessel Sales at Jensen Marina according to the Addendum presented and expiring on December 31, 2024. Commissioner Black seconded, all-in favor approved unanimously.

- D.** Consider Granting the Executive Director Bill Pay Authority Until District 3 Commissioner Position is Filled and Sworn In

Commissioner Black moved to approve the Executive Director bill pay authority in the absence of a quorum until District 3 Commissioner position is filled and sworn in. Commissioner Marrett seconded, all-in favor, approved unanimously.

Discussion Items:

- A.** Process and Schedule for Filling Vacant District 3 Commissioner Position

The Commission announced that sadly Commissioner Victoria Compton from District 3, has chosen to resign. The Commission has 90 days to fill the position. A press release will be sent out later this week announcing the open position.

- B.** Final Revisions to ALL Marina Rules and Regulations and Liveboard Policies

The Harbormaster went over the policy changes staff had presented for Port Commission review over the last several meetings. The Commission gave a couple of additional changes that will be included in the policies when they come back for approval during a Public Hearing.

- C.** Shipyard Cove Marina Expansion, Tribal Accommodations

The Executive Director heard back from the Suquamish Tribe, they have looked at the Shipyard Cove Expansion proposal and don't see a significant impact on them when it comes to the barge landing, travel lift pier, or phase two reorganization of Jensen Marina. They do believe that the expansion of the Shipyard Cove Marina out farther into the water is going to have an impact on their treaty fishing rights. They are asking for a use agreement for the expanded facility that involves two slips. Whether those are actual slips or breakwater space, transient, or permanent is unknown. We'll get an example of use agreements from them that they've used with other Ports to get a better idea. The next task will be to get a little more clarity from the Suquamish Tribe and seek to include other area tribes in the eventual use agreement.

D. Bike Shed

Port customers are requesting a covered bike shed for a more convenient way to access their bikes daily, instead of having to take them down to their boats every night. It doesn't have to have electricity and would be to house electric and standard bikes.

Liveaboard, Charles Richardson suggested that it could be a paid and lockable space for bike owners to use. He added that maybe it could be behind the recycle center.

The Executive Director responded that being near the water makes it difficult to build or add on to existing structures. There is a shoreline permitting process that needs to happen. He suggested the possibility of tying this into the shoreline permit that is in process for kiosks on the main pier.

Staff Reports:

Port Auditor, Phyllis Johnson

The Port Auditor gave the Commission a budget to actual report for 2022.

Executive Director, Todd Nicholson

The Executive Director shared that the Boatyard is getting derelict boats that aren't moving fast enough through the derelict vessel program and are taking up valuable space. He also shared that there are some upset Boatyard customers. Every time a contractor makes a mistake or something unfortunate happens like a supply chain issue, not only is the customer mad at the contractor, but they're mad at the Port for having to pay normal lay day rates.

In addition, he is meeting a contractor to go over the contaminants analysis of the Jensen Boatyard buildings that are getting demolished.

Port Commissioner and Committee Reports:

Commissioner Black stated he will be out of town for the May 24th Commission Meeting and will not be able to attend. He also shared that it's been great to see Jackson Beach

being more utilized. There's a group of people who cold plunge into the water on the weekends, they even bring mobile saunas.

Commissioner Marrett shared that she's been hearing wonderful things about Boatyard Lead, Garrett Smith.

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

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.

Liveaboard, Jonet Sudduth asked if there was a timeline for the whale totem to be placed. The Executive Director responded that the Port is waiting for the shoreline exemption to be finalized.

Adjourn: 1:43 PM



Graham, Black, Commissioner



Barbara Marrett, Commissioner