

## Friday Harbor Port District

Port Commission Meeting Minutes  
San Juan Island Yacht Club  
Wednesday June 14, 2023 at 12:00 pm

*Members of the public unable to attend the meeting may email comments for presentation to the Commission during the public comment period. Please email to [ToddN@PortFH.org](mailto:ToddN@PortFH.org) with the subject line "Public Comment". Comments must be received 24 hours prior the meeting.*

**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

**Public Present:** Jill Belcovson, LWVSJ  
Bill Cumming, Customer  
Don Eaton, Customer  
Rich Goodhart, Citizen  
Les Kempton, Citizen  
Jason Knott, ESI

**Public Hearing:** The Commission will hold a public hearing regarding the Rules and Regulations, as well as the Liveaboard Agreements for all three Marinas.

The Commission asked for public comment. No public comments were shared.

**Action Item:**

- A. Consider adoption of the presented Rules and Regulations, as well as the Liveaboard Agreements for all three Marinas.

Commissioner Marrett made a motion to adopt the Rules and Regulations, as well as the Liveaboard Agreements for all three Marinas. Commissioner Black seconded the motion, all-in favor, approved unanimously.

**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.

- A. Susan Toch PhD, 501c3 Moorage

nonprofit she works with. The Commission advised her that she could be added to a future agenda.

**Consent Agenda:**

- A. Approval of Minutes: May 10, 2023 Meeting Minutes
- B. Approval of Minutes: June 2, 2023 Special Meeting Minutes
- C. Approval of Minutes: June 6, 2023 Special Meeting Minutes
- D. Approval of Vouchers: Payroll and Vouchers

Commissioner Black made a motion to approve all items in the Consent Agenda with the edits provided by Commissioner Marrett. Commissioner Marrett seconded, all in favor, all items approved unanimously.

**Action Items:**

- A. Consider Appointing the Interim Commissioner for District 3

The Commission previously interviewed candidates Steven Carleton and Norris Palmer, both candidates had great qualifications.

Commissioner Marrett made a motion to appoint Steven Carleton as the Interim Commissioner for District 3, Commissioner Black seconded the motion, all-in favor, approved unanimously.

- B. Consider Approval of Amendment No. 2, Northwest Hangar Taxi Lane and Hangar Demolition, Additional Engineering Work Associated with Contractor Default, Friday Harbor Airport Agreement# 22-008. Amendment increases Contract from \$100,000 to \$250,000.

Commissioner Black made a motion to approve Amendment No. 2, Northwest Hangar Taxi Lane and Hangar Demolition, Additional Engineering Work Associated with Contractor Default, Friday Harbor Airport Agreement# 22-008. Amendment increases Contract from \$100,000 to \$250,000. Commissioner Marrett seconded, all-in favor, approved unanimously.

**Discussion Items:**

- A. Anchors Down Venture, add on 18' x 20' to Ernie's Café Building

The Executive Director presented the Commission with a map indicating the area in which Anchors Down would like to add an additional 18' x 20' for cold storage. The FAA does not have a problem with it since it's shielded by the existing building. The Commission is okay with the concept, actual plans and an updated lease will be brought back to a future meeting.

- B. Fire Training Update and Review

The Executive Director shared that last Sunday the Fire Department performed

their wildfire training successfully without the use of foam. Prior to the training, the Port spoke with legal counsel and was instructed to have the Fire Department increase their insurance coverage to 10 million dollars for the training event and listed the Port as Additionally Insured.

**Staff Reports:**

*Harbormaster, Tami Hayes- Marina Update*

The Harbormaster gave the Commission a Marina Update.

*Executive Director, Todd Nicholson*

The Executive Director shared that there are a lot of exciting projects going on. Jackson Beach parking lot is getting paved next week, and the vault toilet has been replaced. At the Airport, the taxiway project will begin soon. The IOSA headquarters at the south end of the airport has its shell almost complete and then they'll move into framing. Shipyard Cove got new chip seal on the entrance road and the parking area; it turned out great.

**Port Commissioner and Committee Reports:**

Commissioner Black shared that he's been getting great feedback about the operations at the airport running smoothly. He also inquired if the Executive Director has received any proposals from the folks who have exclusive rights to rent the designated Port parcels?

He responded that the absence of seasonal workforce housing on Weber Way seems unlikely they would want to move forward with that parcel. He has not received a response from the other party for the Spring Street parcel.

Commissioner Marrett inquired about the dead tree next to the House Post in Fairweather Park, the Executive Director will follow up with the Town of Friday Harbor regarding this tree.

**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.

Jason Knott with ESI shared they are trying to not be a primary polluter and are going to be offering non-toxic bottom paint.

Jill Belcovson with LWVSJ announced that the League of Women Voters is hosting a forum to get to know the candidates running for Port Commissioner. The forum will be held on July the 13<sup>th</sup>, 6:00 pm at the Grange.

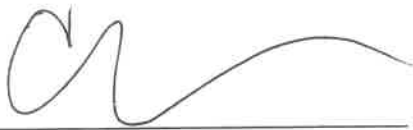
**Discussion Item:**

**A. Walk the SSL Plaza, Discuss Uses (will adjourn remotely)**

The Commission walked over to the Spring Street Landing (SSL) Plaza to discuss the use of the deck and how it relates to the shoreline permit. The permit allows for restaurant or other services, but some modifications were made for additional space.

The Commission discussed some complaints and potential solutions such as designated signage for the staircase. They also decided that Downriggers needs to move all items including umbrella stands back to their designated space and not cross over the barriers. The Executive Director will let the tenant know.

**Adjourn: 1:30 PM**



Graham, Black, Commissioner



Barbara Marrett, Commissioner