

# Friday Harbor Port District

Port Commission Meeting Minutes  
San Juan Island Yacht Club  
Wednesday July 12, 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  
Steven Carleton

**Port Staff Present:** Todd Nicolson, Executive Director  
Phyllis Johnson, Auditor  
Amber Garcia, Executive Assistant  
Mike Roling, IT System Administrator

**Public Present:** Jill Belcovson, LWVSJ  
Andrew Fleming, Saltwater Farm  
Rich Goodhart, Citizen  
Greg Hertel, Citizen

**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: June 28, 2023 Meeting Minutes
- B. Approval of Vouchers: Payroll and Vouchers

Commissioner Carleton made a motion to approve all items in the Consent Agenda. Commissioner Marrett seconded, all in favor, all items approved unanimously.

## **Action Items:**

- A. Review Land Lease Concepts

The Executive Director presented the land lease concept from Fly Guys Construction for the Argyle/Mullis parcel. They would still like to construct a building to store their construction supplies. The Commission authorized the concept, the Executive Director will bring a lease back to the Commission for review.

Andrew Fleming with Saltwater Farm asked the Commission if they would consider adding one and/or the two parcels to the north of his existing leased property, south of

the Skagit Valley College to be added to the next review of land concepts. He is interested in using one of the parcels for parking/access area with minimal disruption to nature and the second parcel for additional yurts/canvas cabins.

The Executive Director announced that Tarragon has chosen to wait on leasing the Spring Street parcels, but if that property was going to be leased to another party, they would like to jump back in. The Commission will discuss this parcel more in depth at a future meeting in August.

He also added, due to building costs and the inability to have workforce transient lodging, Brian Goodremont has decided to pass on the Weber Way parcel. The Commission will discuss the uses for this parcel more in depth at a future meeting in August.

**Discussion Items:**

**A. Parcels Available for Lease**

The Commission discussed which parcels should be available for lease for proposal reviews in January. The parcel near the greenhouse will not be available, it will be held in reserve for Port operating purposes. The majority of the Commission would like the Spring Street/Franklin parcel to be available for lease. The South Storage parcel could be available to lease if the right proposal comes along. The two parcels north of Saltwater Farm's existing leased property, south of the Skagit Valley College would be available to hear potential proposals. No action was taken, this item will be brought back to the August Commission Meeting for further discussion and to finalize.

**B. Solar and Energy Efficiency Requirements**

The Commission continued the discussion from the previous meeting about solar and energy efficiency requirements for renewing hangar land leases. They are in consensus, having the option to pay into the Port Energy Efficiency Fund is beneficial. The Executive Director will contact a local solar installation company to get an estimate on how much it would cost on average for one of the hangars to retrofit for solar. He will bring the information back to the Commission in which they will decide what the appropriate dollar amount will be for the paying into the Port Energy Efficiency Fund.

**Staff Reports:**

*Executive Director, Todd Nicholson*

The Executive Director shared with the Commission the Jackson Beach boat trailer parking area is complete, as well as the new solar powered restroom with ADA access. Work has begun on the base for the for the whale totem and the IT Department has a solar powered surveillance camera system ready to install for it. The fabrication components for the Orcas County dock are complete. Port staff have been working hard at getting projects wrapped up.

Two Commissioners will be attending WPPA Commissioner Seminar and therefore will be absent for the next Bill Pay Meeting. Commissioner Marrett made a motion to authorize the Executive Director to do the bill pay on July 26th in lieu of having two Commissioners present. Commissioner Carleton seconded, all in favor, approved unanimously.

**Port Commissioner and Committee Reports:**

Commissioner Black inquired about the drainage issue at the Jackson Beach Net Shed. The Executive Director responded that the issue is currently being worked on and it should be completed soon.

Commissioner Marrett mentioned, at the previous Commission meeting it was discussed to perform water and soil testing at the retention pond, and it was not captured in the meeting minutes that were just approved in the consent agenda. She would like it to be captured, water testing and soil testing of the retention pond will be performed to make sure those areas are free of PFAS.

The League of Women Voters Candidates Forum will be held tomorrow night, 6:00 at the Grange.

**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. **None**

**Adjourn:** 1:41 PM



Graham Black, Commissioner



Barbara Marrett, Commissioner



Steven Carleton, Commissioner