

Friday Harbor Port District

Port Commission Meeting Minutes

San Juan Island Yacht Club

Wednesday September 27, 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 with the subject line "Public Comment". Comments must be received 24 hours prior to the meeting.

Commissioners Present: Graham Black (Via Zoom)
Steven Carleton
Barbra Marrett

Port Staff Present: Todd Nicholson, Executive Director
Tami Hayes, Harbormaster
Amanda O'Brien, Executive Assistant
Mike Roling, IT System Administrator

Public Present: Jill Belcovson, LWVSJ
Rich Goodhart, Citizen
Linda Hume, EDC
Marli McConnel, EDC
Chris Reed, EDC
Michelle Herko, FHL SOP

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. K12 Water Quality Program Budget Request

Michelle Herko with Friday Harbor Labs shared with the Commission how much the K12 Water Quality Program means to the kids and the community. She added, the data the kids collect has previously helped alert the Port of critical issues. They are requesting \$3,500 for 2024, \$200 more than 2022.

The Commission will consider this when putting together the 2024 Budget.

B. EDC Budget Request

Chris Reed, Linda Hume, and Marti McConnel with the Economic Development Council (EDC) presented to the Commission highlighting the resources they offer to the community. They are requesting a contribution from the Port of \$19,000 for the upcoming year 2024, the same as 2023.

Commissioner Marrett requested further details regarding return on investment, as well as statistics on the number of students that have taken courses and remain on island. Commissioner Marrett also requested information on the number of students that are employed full-time in the industry they studied. The Commission will consider this when putting together the 2024 Budget.

Consent Agenda:

A. Approval of Payroll and Vouchers: Bills #0412-04155 for \$177,132.07

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

Action Items:

A. Approval of Hangar F-7 from Sound Maintenance to Sound Hangar LLC.

Commissioner Carleton made a motion to approve Hangar F-7 lease. Commissioner Marrett seconded the motion, all-in favor, approved unanimously.

B. Resolution# 23-006

Resolution to Amend the Comprehensive Contracting Policy to increase the Dollar Value Requiring Formal Competition from \$300,000 to \$350,000 in line with updated Washington State guidelines.

Commissioner Black made a motion to approve. Commissioner Carleton seconded the motion, all-in favor, approved unanimously.

Discussion Items:

A. 2024 Tariffs

The Executive Director discussed with the Commission the tariffs for 2024 budget. It was discussed to increase the tariffs by CPI (5.4%) with the intent to further discuss tariffs at upcoming meetings.

Staff Reports:

Executive Director, Todd Nicholson

Executive Director Nicholson requested future discussions regarding passenger landing fees for seaplanes to recover expenses.

Port Commissioner and Committee Reports:

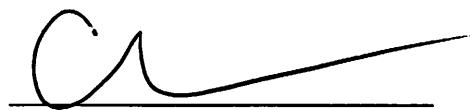
OPMA / Public Records Request

Commissioner Marrett shared information she learned at the WPPA Conference regarding Open Public Meetings Act (OPMA) and Public Records Requests.

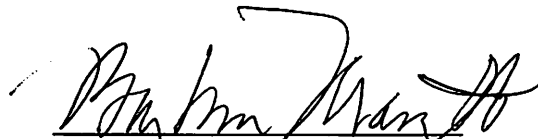
New Business: Commissioners May Share Information or Introduce Topics for Discussion at a Future Meeting. **None.**

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.**

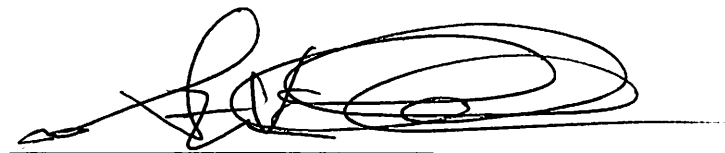
Adjourn: 1:25 PM



Graham Black, Commissioner



Barbara Marrett, Commissioner



Steven Carleton, Commissioner