

Friday Harbor Port District

Port Commission Meeting

San Juan Island Yacht Club

Friday September 13, 2024 at 10:00

AM Regular Meeting Minutes

Commissioners Present: Graham Black
Barbara Marrett
Richard Goodhart

Port Staff Present: Todd Nicholson, Executive Director
Phyllis Johnson, Port Auditor
Mike Roling, IT Administrator

Public Present: Jill Belcovson, LWVSY
Jonet Sudduth, Customer
Victoria Compton, EDC
Lara Braithwaite, EDC
Gail Schnee, EDC

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: San Juan EDC

EDC staff made a presentation of their efforts in helping support businesses with counseling, connections to resources and training. They highlighted successes with their Home Care Aide Training program. They also talked about trades training and the technology courses they provide. They thanked the Port for their contributions and support. They requested the same level of support this year as they asked for last year.

Consent Agenda:

A. Payroll & Vouchers 05251-05295 in the amount of \$304,509.04

B. Approval of Minutes: July 26, 2024, and August 23, 2024

Commissioner Marrett motioned to approve the consent agenda as a whole and Commissioner Black seconded. Motion approved unanimously.

Action Items:

- A.** Award Contract for Airport Infrastructure Grant Number 3-5-0152-045-2024, Aircraft Fueling System Equipment, to Mascott Equipment Company for \$699,160.49

Commissioner Marrett motioned to approve awarding this contract, Commissioner Black seconded. Motion approved unanimously.

- B.** Accept Washington State Commerce Grant for EV Charging in the amount of \$343,000, with a \$114,333 match.

Commissioner Marrett motioned to approve accepting the grant for EV charging. Commissioner Black seconded. Commissioner Marrett asked about the proposed location of the chargers, the current plan is the DCFC chargers to occupy some of the spaces by the office. Commissioner Black expressed a desire to keep the rates as low as possible to help adoption. Motion approved unanimously.

Discussion Items:

- A.** Schedule tour of IOSA Headquarters for 10/25/2024

IOSA has requested to give the commissioners a tour and express their thanks. A tour has been scheduled for 10/25 at noon. It was mentioned that IOSA will also benefit from the upcoming electric boat.

- B.** Blake Marine LLC Chandlery Lease Review

Commissioner Marrett noted that a section of the lease was duplicated and questioned what the 'Additional Rent' section was. It was mentioned that the Additional Rent section was part of the template but not applicable to this lease which is why it was set at \$0. It was mentioned that their water will not be metered but their power will be.

The lease is for both upstairs and downstairs sections, the lease is scheduled to start November 1, 2024. Additionally, Blake Marine has plans to lease 120 ft+ of breakwater space.

- C.** Preliminary discussion of 2025 tariffs

Port staff recommended that tariffs follow the 3.1% rate of CPI. It was also proposed that covered moorage be included in premium moorage that has a 20% upcharge over a non-premium rate. Additionally, C Hangar will be a new rate at the airport, the recommendation is to set the rate at \$5500/month with up to a 35% discount for commercial use depending on economic impact.

Staff Reports:

Jan Gresseth – Marinas Update

Jan Gresseth was introduced as the Marina Manager. Jan talked about the just

completed summer season, the first season using the new software. The software helped reduce the number of phone calls and let customers make reservations online any time. The summer staff picked up the new software easily. Three of the summer staff members qualified for the scholarship.

Boat nights through July were almost identical to 2023, however August saw a significant drop of 22%. This was likely due to a general tourism drop statewide as well as unfavorable weather conditions during the month.

The winter moorage list is full, 10 of them are going to be liveaboard.

Airport parking is up 18%, which is almost \$8000. Overall, it has been a successful year, the downward trend in August won't significantly impact projections.

Commissioner Marrett thanked Todd for the press release regarding the Electrification Grant and thinks we should do one regarding the scholarship to help recruit summer staff for next season.

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

Commissioner Marrett would like to start collecting items for the next newsletter.

Executive Director Nicholson would like to have the advertising policy brought up for discussion at a future meeting.

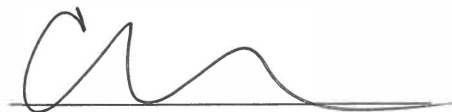
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Jonet Sudduth asked to confirm that the team model for operating the marina was the plan rather than replacing Tami. It was confirmed.

Adjourn: 11:06 AM



Barbara Marrett, Commissioner



Graham Black, Commissioner



Rich Goodhart, Commissioner