

Friday Harbor Port District

Port Commission Meeting

San Juan Island Yacht Club

Friday November 8th 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 (via Zoom)
Mike Roling, IT Administrator

Public Present: Jill Belcovson, LWVSJ

2025 Budget Public Hearing

Public Comment Period: 2025 Budget

Commissioner Goodhart opened the Public Hearing to comments from the public. No comments were made. Commissioner Goodhart closed the public hearing portion of the meeting.

Budget Adoption:

A. Action Item: Resolution #24-013, Department of Revenue Ordinance / Resolution for Property Tax Levy.

Commissioner Marrett moved to adopt Resolution #24-013, Commissioner Black seconded. Resolution adopted unanimously.

B. Action Item: Resolution #24-014, Adoption of the Port of Friday Harbor's 2025 Budget and Scheme of Harbor Improvements

Commissioner Black moved to adopt Resolution #24-014, Commissioner Marrett seconded the motion.

Commissioner Marrett had a question regarding some of the dates referenced for the master plans. Executive director Nicholson explained those were the dates of the original document adoption. The scheme of harbor improvements included any additional changes and amendments since then. In the case of the Airport master plan the date is the FAA approval of the plan which happened after the Commission approval.

Resolution adopted 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.

None

Consent Agenda:

- A. Approval of Payroll & Vouchers
- B. Approval of Minutes: October 25, 2024 Meetings

Commissioner Black moved to approve the consent agenda as a whole. Commissioner Marrett seconded. Commissioner Marrett asked about a finance charge. Port Auditor clarified that it was due to staffing and mailing issues. She is working to remove the finance charge. The motion was approved unanimously.

Action Items:

- A. Approve Change Order 7 for AIP 3-53-0152-038-2021, Northwest Taxilane Construction.

Commissioner Marrett moved to approve the change order; Commissioner Black seconded. This change order primarily deals with moving money between project accounts. There is likely to be at least one more change order to close out this project. The motion was approved unanimously.

- B. Approve Assignment of Sublease for S-3 from Golf Sierra, LLC

Commissioner Black moved to approve the assignment of the sublease, Commissioner Marrett seconded. Commissioner Marrett asked why this was a sublease rather than a normal lease. Executive Director Nicholson explained that in this case the land lease is with the condo association, and the underlying lease is unchanged. When ownership of a condo unit changes the Port consents to the new owner. The motion was approved unanimously.

Staff Reports:

Executive Director Nicholson mentioned that the \$7 Million electrification grant the Port received will not be affected by changes in the federal administration. It was also noted that the Department of Ecology grant falls under RCW rules for environmental remediation and improvements. This will streamline the process of executing the grant contracts. The final budget and scope has been submitted to the State for approval.

Port Commissioner and Committee Reports:

Commissioner Marrett mentioned she was thinking of going to the WPPA meeting in December, Commissioner Black also is planning to go also since he will be in the area.

Commissioner Marrett also noted that she saw staff had gone to training and wondered what it was for. Executive Director Nicholson explained that this was the security officer training that is required by the Coast Guard for handling international ships. It was mentioned that additional staff will be sent to the next training session.

Commissioner Goodhart asked about the status of the covered moorage. Executive Director Nicholson said he thinks the project should be completed before the end of the year still. Commissioner Marrett noted that they look nice.

Commissioner Goodhart volunteered to join MRC (Marine Resources Committee) as a Port representative.

Commissioner Marrett will reach out to the Town's Art Committee to see if they'd be interested in serving a similar role for the Port.

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: 10:30a



Barbara Marrett, Commissioner



Graham Black, Commissioner



Rich Goodhart, Commissioner