

Friday Harbor Port District

Port Commission Meeting

San Juan Island Yacht Club

Friday, February 28, 2025 at 10:00 AM

Regular Meeting Minutes

Commissioners Present: Graham Black (via ZOOM)
Barbara Marret
Richard Goodhart

Port Staff Present: Todd Nicholson, Executive Director
Phyllis Johnson, Port Auditor
Kyle Gropp, Deputy Director (via ZOOM)
Mike Roling, IT Administrator

Public Present: Jill Belcovson, LWVSJ

Public Comment Period:

Commissioner Goodhart opened the meeting to comments from the public.

There were no public comments.

Becky Day from the Chamber of Commerce gave a brief presentation regarding donations for the 4th of July fireworks and parade. She also discussed the need for a new town Christmas tree and whether the Port had a good tree or location.

Commissioner Goodhart closed the public comment portion of the meeting.

Presentation:

A. Approval of Payroll & Vouchers

Commissioner Marrett moved to approve the consent agenda.

Commissioner Black seconded.

The motion was approved unanimously.

B. Approval of Minutes from February 14th, 2025

Commissioner Black moved to approve the minutes from February 14th, 2025

Commissioner Marrett seconded.

The motion was approved unanimously.

Action Items:

A. Approve Assignment of Sublease for S-10 to Kevin and Ann Peterson.

Commissioner Marrett moved to approve the assignment *of the sublease for S-10*.

Commissioner Black seconded.

The motion was approved unanimously.

B. Approve 2024 Accounts Receivable Write-offs.

Commissioner Marrett moved to approve the accounts receivable write-offs.

Commissioner Black seconded.

The motion was approved unanimously.

Discussion Items:

Continued Art Policy Discussion

Commissioner Goodhart put together a list of items to discuss. The purpose of this list was to clarify the direction of the commission for the staff as they draft the policy.

Todd and Commissioner Marrett also discussed the policy with the Arts Council, who want to discuss it further. The outcome of discussion will be relayed to the Arts Council's next meeting.

1. Because of the limited available installation sites for art and lack of secure storage for a piece that's not fastened to the earth. Will we only accept art via a request for proposal?

2 YES – 1 NO

2. *Will the final art acquisition decision always rest with the Port Commission?*

2 YES – 1 NO

3. Will we seek any outside advice from anyone when we're acquiring art?

3 YES

4. If yes (and assuming the Town of Friday Harbor Arts Commission agrees to participate), will we seek advice from that group?

2 YES -1 NO

5. If yes, will we utilize the entire Arts Commission's set of procedures (as written for the Town)?

1 YES – 2 NO

6. If no to question 5, will we ask the Arts Commission to exercise their procedures for recommendations in certain areas, as follows:
 - a. Site selection? **3 NO**
 - b. Artist selection? **2 YES -1 NO**
 - c. Artwork selection? **2 YES -1 NO**
 - d. Art Commission's selection panel makeup? **2 YES-1 NO**
 - e. Does a Port Comm. need to sit on panel? **3 YES**
 - f. Deaccession of art? **3 NO**
 - g. Other management of selected art? (maintenance, rights, insurance, etc.) **3 NO**

Staff's question amplifications:

7. If an unsolicited offer of art happens, what should the policy's response be? **Yes**
8. Depending on question 6. response to site selection, does the Commission want to designate locations available for art?
YES but open to offers.
9. Does the Commission want to provide guidance on the type of art desired?
YES
10. Does the Commission want to assign an art budget amount?
NO
11. Does the Commission want to establish a discretionary fund in the budget? The commission would balance support for art, community organizations (EDC, Labs K-12, fireworks, club events/support with economic development connection, pilot's honor wall, etc.), music in the park, art maintenance, advertising, scholarships, and other topics against an established annual budget.
YES with some guardrails in a discretionary fund.
12. In addition to knowing there may be future Commission edits to the staff draft policy, are there other issues that need clarification before they can begin
No additional input.

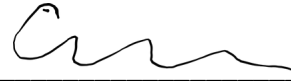
Director Report:

- Todd reported that the Barge Landing Road project is significantly behind schedule, with the county struggling to manage the work and deciding not to serve as the contract administrator. He may need to write the specifications and hire someone else to complete the project, which could incur additional costs. The project is at least six months behind, and the budget hit so far is around \$30,000 to \$35,000.

Adjourn: 12:03 pm



Barbara Marrett, Commissioner



Graham Black, Commissioner



Rich Goodhart, Commissioner