

## Friday Harbor Port District

Port Commission Meeting

San Juan Island Yacht Club

Friday April 11<sup>th</sup> at 10:00 AM

Regular Meeting Minutes

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

**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  
Mike Byrne

### **Public Comment Period:**

Commissioner Black opened the meeting to comments from the public.

During public comments, Mike Byrne discussed wanting bird boxes for purple martin. He also noted that float planes landing in the inner harbor may be hazardous if they aren't following Federal Aviation Regulation (FAR) 91.115.

Commissioner Black closed the public comment portion of the meeting.

### **Consent Agenda:**

#### **A. Approval of Payroll & Vouchers**

Commissioner Black moved to approve the consent agenda.

Commissioner Marrett seconded.

The motion was approved unanimously.

#### **B. Approval of Minutes from March 14, 2025**

Commissioner Goodhart moved to approve the consent agenda.

Commissioner Marrett seconded.

The motion was approved unanimously.

**Actions Items:**

- A.** Award MEM Enterprises contract for South Apron Expansion and Aircraft Fueling System Site Development in the amount of \$1,904,969.98 contingent on FAA approval.  
Commissioner Black moved to approve the award.  
Commissioner Goodhart seconded.  
The motion was approved unanimously.
- B.** Approve Leon Environmental contract change order #20-002-07 to meet updated Ecology Guidelines adding \$784,600 increasing total contract to \$1,822,221.  
Commissioner Goodhart moved to approve change order #20-002-07.  
Commissioner Marrett seconded.  
The motion was approved unanimously.
- C.** Award MEM Enterprises contract 25-001 for Lift Station Pump Replacement at 204 and 271 Front St in the amount of \$50,804.04.  
Commissioner Marrett moved to approve the award.  
Commissioner Black seconded.  
The motion was approved unanimously.
- D.** Accept WSDOT Grant FRI-01-04 for the South Apron Expansion, 5% match to FAA grant, in the amount of \$95,922.61.  
Commissioner Marrett moved to approve the WSDOT Grant FRI-01-04.  
Commissioner Goodhart seconded.  
The motion was approved unanimously.

**Discussion Items:**

- A.** Town / Port joint meeting – schedule a Thursday before September.  
The 10<sup>th</sup> of July is the Port's proposed day for the joint meeting.
- B.** Lease Policy – revise application schedule.  
Todd discussed changing the lease policy to be more responsive to potential Lessees. The current policy, created post-COVID to manage high demand, now imposes unnecessary delays. Todd suggested allowing immediate action on lease requests while maintaining public notice and application procedures. New properties would be advertised for three months before accepting proposals.  
The Commission supports this approach and recommends bringing the proposed changes as an action item in the next meeting.

**Executive Director Report:**

- Todd reported on the ongoing litigation between the Port, Friday Harbor House and the Legion.

A meeting has been scheduled with Enduris to discuss coverage and policy exclusions.

Regardless of whether Enduris elects to defend, CSD will remain involved to monitor protection of Port interests.

- Todd discussed with the Commission what colors should be selected for Hanger 80. It was decided to use off-white for building and trim, and a gray modeled roof, consistent with other hangars.

**New Business:**

Todd asked the Commissioners if they would like to review the \$14,000 annual expenditure on "Music in the Park," discuss its benefits and alternatives, and consider integrating it into a broader "Fun Money Fund" initiative for more deliberate allocation.

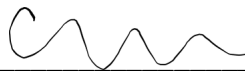
This will be added to the April 25<sup>th</sup> meeting.

**Adjourn:** 11:09 am



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Barbara Marrett, Commissioner



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Graham Black, Commissioner



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Rich Goodhart, Commissioner