

## Friday Harbor Port District

Port Commission Meeting

Port Conference Room

Friday September 26<sup>th</sup> at 10:00 AM

Regular Meeting Agenda

**Commissioners Present:** Graham Black  
Barbara Marrett  
Richard Goodhart

**Port Staff Present:** Todd Nicholson, Executive Director  
Kyle Gropp, Deputy Director  
Phyllis Johnson, Port Auditor  
Mike Roling, IT Administrator  
Jan Gresseth, Marina Manager

**Public Present:** Jill Belcovson, LWVSJ  
Victoria Compton, EDC  
Lara Braithwaite, EDC  
Liam Griskey-Watson, EDC  
Greg Hertel, Public  
Chance Strickland, Public  
Ryan Burke, Public  
Joe Mattson, Public

**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.

**Presentations:** Community Funding Request: San Juan EDC  
*San Juan EDC staff presented information about their past and future endeavors and asked for \$19,000 in funding from the Port.*

### **Consent Agenda:**

- A.** Approval of Payroll & Vouchers
- B.** Approval of Minutes: September 12, 2025, Meeting.  
*Commissioner Marrett moved to approve the consent agenda, Commissioner Black seconded. Motion approved unanimously.*

### **Action Items:**

- A.** Executive Director Compensation  
*Commissioner Goodhart mentioned that the Commission had completed their review of Executive Director Nicholson previously under Executive Session and per RCW is taking action in a public meeting. Commissioner Goodhart moved to offer a 3% merit raise in*

*addition to any previous standard policy decisions. Commissioner Marrett seconded the motion. Commissioner Black noted that he thinks the Port is headed in a good direction under the current leadership. Approved unanimously.*

#### **Discussion Items:**

##### **A. Cannery History Report**

*Executive Director Nicholson explained that he will be commissioning Boyd Pratt, a local historian, to create a history report for the Cannery facility.*

*Greg Hertel asked if there will be a discussion on the potential uses of the Cannery facility. Commissioner Goodhart explained that there will be future meetings specifically to gather input from the public, but offered to allow comments now on the topic as well.*

*Greg Hertel commented that many people will come with all kinds of ideas, but the facility should prefer uses that allow it to pay for itself first before entertaining other ideas. Additionally, he expressed some concern about costs related to potential environmental clean-up due to the site's past industrial use.*

*Chance Strickland offered that he thinks the Cannery would stay part of a working waterfront and wanted to express interest in operating a small boat storage facility.*

##### **B. Personnel Policy Review**

*Deputy Director Gropp reviewed the changes to the Personnel Policy, pointing out what was changed, including changes by the attorneys to align with updated legislation, changes to PTO & Sick leave as well as employee review criteria. Commission Marrett asked if there was a rule against carrying a firearm while working. Executive Director Nicholson indicated that we could ask the attorneys to make sure it stays within legal bounds.*

##### **C. Commissioner Discretionary Funding**

*The commission discussed how to allocate discretionary funding. The newsletter would be changed to once a year. It was also discussed that advertising would be focused on social media engagement. Commissioner Marrett recommended reaching out to Mark Kyle or someone else to help develop a social media strategy.*

*Commissioner Black inquired about the funding of EDC, he expressed his interest in working more towards a cooperative relationship rather than direct funding.*

*Commissioner Marrett noted that the Port has set up a scholarship program that is directly helping to fund training and education. Executive Director Nicholson indicated that the Port could look at setting up a training program for dock manufacturing as part of a cooperative program.*

*The Commission finished reviewing the discretionary spending.*

**D. 2026 Tariffs CPI Only; simplify plans for 2027**

*Executive Director Nicholson indicated that after looking at the current rate structure it would be better to stick to the current rate structure with CPI changes for 2026 while doing a revamp for 2027 to give the most possible notice for any significant changes.*

**Executive Director Report:**

*Executive Director Nicholson noted that we've had significant feedback already on the Cannery purchase with most of it being positive. An article will be in the paper letting the public know some of the timeline for gathering additional public input on the facility.*

*Additionally, he stated that several groups have come with business ideas. He said he would like to see the facility be cash positive. He mentioned that it will likely be 2-3 years to get the zoning issues resolved before it can be opened to the public or businesses. There are options that multiple businesses could be hosted at the facility.*

*He indicated that grant funding would likely be able to cover most of any clean-up costs that might need to be done.*

*Commissioner Black asked about what zoning the Port should look at converting the parcel over to. Executive Director Nicholson suggested that Rural Commercial or Rural General Use zoning appear to be the most compatible with possible uses of the parcel. However there might still be some conflicts with the PMT waterfront designation.*

*In addition to zoning issues, utilities and parking may also limit some of the uses available to the facility. He reiterated that it will be 2-3 years at the quickest before the facility will be able to be used and the Port will be seeking public input along the way.*

*It was discussed that a comment box would be created for people to send messages to through January. After review by the Commission, public workshop could be scheduled some months later to discuss future uses.*

**Port Commissioner and Committee Reports:**

*Commissioner Marrett discussed her progress in doing the layout for the Port's October insert for the Journal of the San Juans and indicated that she may not be able to finish until the end of October.*

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

*None*

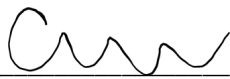
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*None*

**Adjourn: 12:12p**



Barbara Marrett, Commissioner



Graham Black, Commissioner



Rich Goodhart, Commissioner