

Friday Harbor Port District

Port Commission Meeting
San Juan Island Yacht Club
Friday April 10th at 10:00 AM
Regular Meeting Minutes

Commissioners Present: Barbara Marrett
Richard Goodhart
Gib Black

Port Staff Present: Todd Nicholson, Executive Director (Zoom)
Kyle Gropp, Deputy Director
Phyllis Johnson, Port Auditor
Mike Roling, IT Administrator
Megan Workman, Staff Accountant

Public Present: Bob Papadakis, Port of Anacortes (Zoom)

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 and Vouchers
- B. Approval of Minutes: March 27, 2026

Commissioner Goodhart moved to approve the consent agenda as a whole. Commissioner Marrett seconded the motion. Commissioner Marrett asked where the epoxy was being used, Deputy Director Gropp explained that it will be used to resurface the showers in the marina. Commissioner Marrett then asked about the large fan, Deputy Director Gropp said it was for Hangar 80. Motion approved unanimously.

Action Items:

- A. Sauna RFP

Deputy Director Gropp highlighted some of the updates to the RFP pointing out the requirements for a vessel or a trailer. Commissioner Black asked about the size restrictions, Executive Director Nicholson said that the trailer size restriction is to keep the trailer where it will fit on the main pier if that is desired as well as 8.5' being the legal limit for highways without oversized signage. The vessel sizing is mostly about being able to fit in the marina but noted that larger sizes could possibly be accommodated.

Commissioner Marrett affirmed that she would like to make sure any activities are permitted before allowing one to operate. Executive Director Nicholson pointed out the

RFP requirement noting that the proponent must make sure that their proposal would meet any regulatory requirements. He also noted that before any contract would be put in place evidence of approval from the county and town would have to be provided.

The RFP was approved to be published with some clarifying edits regarding the vessel and trailer sizes, allowability of propane in the marina and updating the exhibit to only allow a trailer vessel on the County end of Jackson Beach. Responses should be submitted no later than June 1, 2026

B. Request Annexation of remaining County Airport Properties to the Town of Friday Harbor

Executive Director Nicholson explained that the Port is already planning to be annexed into the Town. This letter is to reaffirm the Port's approval to be annexed so that town water and sewer can be extended to the Port's new headquarters building before annexation takes place.

Commissioner Marrett moved to approve the Executive Director's letter requesting annexation. Commissioner Goodhart seconded the motion. Commissioner Marrett asked about any unintended consequences with annexation. Executive Director Nicholson explained that there would be a requirement to hook-up to city water and sewer, there would also be an additional sales tax for any business operating on the parcels.

Commissioner Marrett asked if the existing well could still be used for the greenhouse. Executive Director Nicholson indicated that the well could still be used for irrigation, but not for potable water.

Motion approved unanimously.

C. PAE Contract 26-006 – Airfield Lighting and Signage Replacement Engineering Design and Bidding Services – in the amount of \$179,000.

Commissioner Goodhart moved to approve PAE Contract 26-006. Commissioner Black seconded the motion. Approved unanimously.

D. PAE Contract 26-007 – Airfield Lighting and Signage Replacement Engineering Services During Construction – in the amount not to exceed \$232,000.

Commissioner Black moved to approve PAE Contract 26-007, Commissioner Goodhart seconded. Approved unanimously.

E. Resolution 26-003 – Safe Deposit Box Access Changes

Commissioner Marrett moved to approve resolution 26-003, Commissioner Goodhart seconded. Approved unanimously.

Discussion Items:**A. Revised Portal Putt Plan**

Deputy Director Gropp explained that he has been talking to Jeff from Portal Putt regarding a revised plan due to the requirement for a hook-up to town sewer and water. The new plan is on the parcel the old office supply store was on. He would like to make the site level for building. Ideas for that include using the existing asphalt to fill the hole where the building used to stand. None of the commissioners were in favor of that idea but did suggest that the Port might have some fill material available on the Airport that could be used.

Other suggested terms were discussed including a possible buyout clause. It was suggested that maybe a 2-year lease with year-to-year extensions would be preferred. The commission is in favor of continuing discussions to try developing a possible lease.

Executive Director Report:

Executive Director Nicholson updated the commission on the status of the Jensen clean-up plan. He expressed frustration with the in-water clean-up plan with a new round of testing required by ecology. He noted that we are on the fourth set of site managers with each one changing the requirements to proceed.

Deputy Director Report:

Deputy Director Gropp noted that the Jackson Beach Easter Egg Hunt took place at Jackson Beach the past weekend, the event was well received.

He pointed out that construction of the solar canopy has been going well and is optimistic about reaching the June benchmark.

Port Commissioner Reports and New Business: Commissioners may share information or introduce topics for discussion at future meetings.

Commissioner Marrett noted that she has several newsletter questions for Todd and Kyle but she will ask them after the meeting.

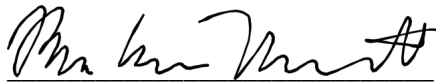
Commissioner Black noted that he noticed the landscaping taking place on the beach. He asked about the possibility of an earthen berm to help screen the beach. Deputy Director Gropp noted that Winter has been helping the native plants to reestablish.

Commissioner Black then asked about the Cannery planning process. Commissioner Marrett read her draft of the article she has regarding the topic for the newsletter. It was noted that staff should check with Boyd Pratt regarding his availability for the June 4th meeting so he can give the history presentation.

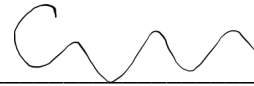
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Bob Papadakis, a new commissioner at the Port of Anacortes, introduced himself noting that he was just observing.

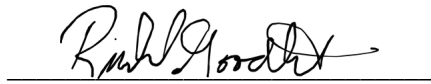
Adjourn: 11:19a



Barbara Marrett, Commissioner



Graham Black, Commissioner



Rich Goodhart, Commissioner