

## Friday Harbor Port District

Port Commission Meeting

San Juan Island Yacht Club

Friday May 24, 2024 at 10:00 AM

Regular Meeting Minutes

*Members of the public unable to attend the meeting may email comments for presentation to the Commission during the public comment period. Please email to [ToddN@PortFH.org](mailto:ToddN@PortFH.org) with the subject line "Public Comment". Comments must be received 24 hours prior to the meeting.*

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

**Port Staff Present:** Todd Nicholson, Executive Director  
Phyllis Johnson, Port Auditor  
Mike Roling, IT Administrator  
Amanda O'Brien, Executive Assistant

**Public Present:** Jill Belcovson, LWVSY  
Randy Everett, Citizen

**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.

### **Consent Agenda:**

- A. Approval of Minutes: May 10, 2024, Meeting Minutes
- B. Approval of Minutes: May 22, 2024, Meeting Minutes
- C. Payroll & Vouchers #04778-04811 in the amount of \$114,094.00

Commissioner Marrett moved to approve the Consent Agenda as a whole; Commissioner Goodhart seconded. The motion was approved unanimously.

### **Action Items:**

- A. Interlocal Agreement between Port of Friday Harbor and the Town of Friday Harbor

Executive Director Nicholson explained to the commission the current agreement expired and the wish is to reinstate the agreement as it allows for mutual personnel support and mutual aid for areas of expertise at cost.

Commissioner Marrett made a motion to approve the Interlocal Agreement between Port of Friday Harbor and the Town of Friday Harbor. Commissioner Goodhart Seconded that

motion. The motion passed unanimously.

**B. Resolution 24-008, Cash Receipting Policy**

Commissioner Marrett made a motion to approve Resolution 24-008. Commissioner Black seconded that motion. The motion passed unanimously.

**C. Consider Switching the July Bill Pay and Regular Meeting Dates**

The Commission made the decision to switch the July Commission Meetings so that July 12<sup>th</sup> is a Bill Pay only meeting and July 25<sup>th</sup> is a Regular Commission meeting.

Commissioner Black made a motion to switch the bill pay and regular meeting dates in July. Commissioner Marrett seconded the motion. The motion passed unanimously.

**Discussion Items:**

**A. Port Admin Building Plans**

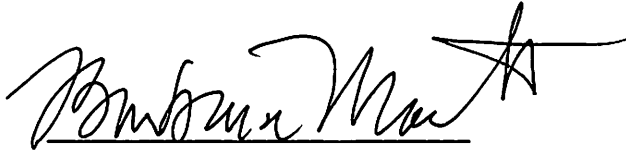
Executive Director Nicholson further discussed floor plans for the new headquarters building, which will include a conference room, storage office, and several offices with a communal lunchroom and small meeting room for board staff. The exterior design aims to match the existing airport terminal, with similar columns and a simple hip roof. A suggestion was made for a circular removable raised seating area for the commission located inside the meeting room. Using durable polymer shakes instead of cedar for the siding was purposed, due to their better weather and fire resistance. The team agreed to order a small batch of polymer shakes for testing and to further refine the plans based on the results.

**Staff Reports:**

Executive Director Nicholson informed the Commission that he is working on applying for a major 11-million-dollar grant for the electrification of the Shipyard Cove and Jensen's Marina, which would include upgrading power capacity, electric boat charging stations, and installing a large solar panel canopy. The project is a cooperative effort with various companies and aims to make the Port a hub for electric boats and charging networks. The Port sees this as a significant opportunity for long-term identity and revenue growth, despite the grant being a long shot. Commissioner Marrett also mentioned considering informing Representative Rick Larson about the grant, given his role in the transportation department.

**New Business:** Commissioners May Share Information or Introduce Topics for Discussion at a Future Meeting. **None.**

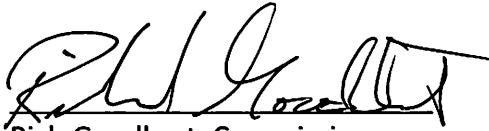
**Adjourn: 11:18 AM**

Handwritten signature of Barbara Marrett in black ink, featuring a stylized 'B' and 'M' with a star-like flourish at the end.

Barbara Marrett, Commissioner

Handwritten signature of Graham Black in black ink, consisting of a simple, flowing cursive line.

Graham Black, Commissioner

Handwritten signature of Rich Goodhart in black ink, with a stylized 'R' and 'G' and a horizontal line at the end.

Rich Goodhart, Commissioner