

Friday Harbor Port District

Port Commission Meeting

San Juan Island Yacht Club

Friday July 26, 2024 at 10:00 AM

Regular Meeting Minutes

Commissioners Present: Graham Black
Barbara Marrett

Port Staff Present: Todd Nicholson, Executive Director
Phyllis Johnson, Port Auditor
Mike Roling, IT Administrator

Public Present: Jill Belcovson, LWVSY
Loren DeShon
Cheryl Kringle

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.

Presentation: Loren DeShon and Cheryl Kringle asking for changes to the terms of an upcoming lease renewal.

Consent Agenda:

- A. Payroll & Vouchers 50002-5038 in the amount of \$446,547.82
- B. Approval of Minutes: June 14, 2024, Meeting Minutes
- C. Approval of Minutes: June 22, 2024, Special Meeting Minutes

Commissioner Marrett moved to approve the Consent Agenda, Commissioner Black seconded. The motion was approved unanimously.

Action Items:

- A. Approve land lease for Cannery Leasing located at 72 Airport Circle.

The Executive Director explained to the Commission that this is an updated lease with new lease language and terms. Commissioner Black moved to approve the lease Commissioner Marrett Seconded. The motion was approved unanimously.

- B. Resolution 24-010, WSDOT Aeronautics Grant Application Sustainable Aviation Grant

This grant application is for solar energy efficiency projects, the proposal is for a solar canopy with battery backup for the lighting systems.

Commissioner Black made a motion to approve Resolution 24-010. Commissioner Marrett seconded that motion. The motion passed unanimously.

C. Approve Executive Directors execution of the following Precision Approach Engineering Contracts:

- # 24-006 Aircraft Fueling System Expansion Design and Bidding Services in the amount of \$85,300.
- # 24-007 Aircraft Fueling System Expansion Services During Construction in the amount of \$150,500.
- # 24-008 South Apron Expansion Engineering Design and Bidding Services in the amount of \$205,000.
- # 24-009 South Apron Expansion Engineering Services During Construction in the amount of \$328,500.
- # 24-010 Hangar 80 Replacement Engineering Design and Bidding Services in the amount of \$160,000.
- # 24-011 Hangar 80 Replacement Engineering Services During Construction in the amount of \$323,500.

Commissioner Black made a motion to approve the contracts 24-006, 24-007, 24-008, 24-009, 24-010, 24-011. Commissioner Marrett seconded that motion. The Motion passed unanimously.

D. Award HB Hansen Construction Inc, the Hangar 80 Replacement Project in the amount of \$2,322,723.43.

This is the commercial hangar discussed in a prior meeting, FAA concurrence has been received for the plan. Commissioner Marrett moved to award the contract to HB Hansen, Commissioner Black seconded the motion. The motion was passed unanimously.

Discussion Items:

A. Lease Properties

Executive Director Nicholson told the commissioners that no concept proposals were received in this period for lease properties and that all properties would remain available for anyone to submit a proposal. Proposals that had exclusive rights to a parcel will have to be resubmitted and compete with other proposals at the next proposal window.

B. Installation of Directory Maps

This discussion will be taken up at a future meeting when Commissioner Goodhart is available to make his presentation.

C. 5-Year Airport Capital Improvement Plan Review

Corley from Precision Approach Engineering discussed the 5-Year Airport Capital Improvement Plan highlighting adjustments from last year. Majority of the plan has stayed the same with some timeline changes and updated costs. Allocation of entitlement funds from the seaplane base was discussed.

It was noted that solar projects were removed from using AIG funds instead opting to use solar grants, this frees up money for the SW development area.

D. 2025 Preliminary Budget

This will be discussed at a future meeting when Commissioner Goodhart is available.

Staff Reports:

Executive Director Nicholson discussed an agreement that the Museum of Art would like us to sign for the art they asked to display in the airport terminal. The Executive Director will continue discussions with the museum to see if we can come to an agreement on insurance and liability.

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

Commissioner Marrett discussed some changes to the aquarium she would like to see, including some signage, artwork, touching up or repainting the background of the aquarium and making it brighter. She suggested maybe a bit more attention needs to be made to it, possibly finding someone parttime to care for it.

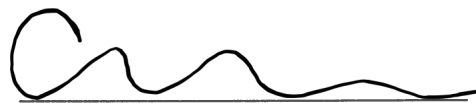
Commissioner Black talked about a meeting he had with George Mulligan and Larry Soll regarding development challenges of the parcel next to Shipyard Cove.

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.

Adjourn: 12:31 PM



Barbara Marrett, Commissioner



Graham Black, Commissioner



Rich Goodhart, Commissioner