

## FRIDAY HARBOR PORT DISTRICT

Port Commission Meeting at Skagit Valley College Community Room  
221 Weber Way, Friday Harbor WA 98250  
January 30, 2019

### Minutes

**Port Commissioners Present:** Greg Hertel  
Graham Black  
Barbara Marrett

**Port Staff Present:** Todd Nicholson, Executive Director  
Phyllis Johnson, Auditor  
Tami Hayes, Harbormaster  
Eric Thompson, Assistant Airport Manager  
Shane Krause, Executive Assistant

**Public Present:** 9 citizens (*RCW 42.30.040, A member of the public shall not be required, as a condition to attendance at a meeting of a governing body, to register his or her name and other information, to complete a questionnaire, or otherwise to fulfill any condition precedent to his or her attendance. Therefore, any individual present including speaking who has not stated their name for the record or signed in shall not be listed on the minutes.*)

Sally Hawkins	Jay Hurlburt
Willow Rose	Frank Bruch
Gary Burns	Don Nixon

Commissioner Hertel brought the meeting to order at 4:00 pm.

**1. Citizen comments/requests:** none

**2. Discussion Items:**

**A. Jensen's marina replacement and maintenance schedule**

The Executive Director, Commissioners, Staff and citizens discussed existing issues in the Jensen's marina and efforts to address them, budget for such work, and the timeline and expected costs for design and replacement of sections of the marina.

**B. Discuss revisions to Marina Rules & Regulations**

The Harbormaster, Commissioners, Staff and citizens discussed proposed changes and additions to the Marina Rules & Regulations. Wooden boats and assignment of covered moorage slips at the Jensens Marina were discussed including whether and how to categorize and prioritize certain boats when a waitlist exists. A citizen suggested using the Classic Yacht Association's criteria. The Harbormaster went on to discuss additional changes and additions with the Commissioners.

**C. Discuss revisions to Airport Rules & Regulations**

The Assistant Airport Manager discussed proposed changes and additions to the Airport Rules & Regulations with the Commissioners. The Staff and Commissioners discussed sublet of Port owned hangars and making that policy equivalent to what is used in the Marina, a proposed addition of camping for transient pilots and accompanying passengers, and an update to allowable usage of Port-owned hangars.

**D. Discuss revisions to Jackson Beach policy**

The Harbormaster discussed proposed changes and additions to the Jackson Beach use policy with the Commissioners, including proposed policies for public and private events. Don Nixon noted a scarcity of venues for locals to use for private events.

*The Executive Director, Harbormaster, and Commissioners discussed bringing the Business Moorage Policy and Marina Rules & Regulations back in a future meeting for further discussion.*

**3. Action Items:**

**A. Approve Landlord’s Release and Consent, and Modification of Deed of Trust for Golden Era Aviation**

The Executive Assistant presented a Landlord’s Release and Consent, and Modification of Deed of Trust for Golden Era Aviation for Commission Approval.

Commissioner Black moved to approve the Landlord’s Release and Consent, and Modification of Deed of Trust for Golden Era Aviation. Commissioner Marrett seconded, and the motion passed with a 3-0 vote.

*Commissioner Hertel moved to extend the meeting past 6pm. Commissioner Marrett seconded and the motion passed with a 3-0 vote.*

**4. Regular Business**

**A.** Minutes for the January 16<sup>th</sup> meeting approved with 3-0 vote.

**B.** Vouchers #018096-018112 for \$23,636.41 and payroll approved with 3-0 vote.

**5. Staff Reports**

**A.** The Executive Director noted a visit by Makers Architecture and Urban Planning LLC to begin design work on Fairweather Park improvements. Removal of the willow tree stump was discussed.

**6. Port Commissioner and Committee Reports:**

**A.** Commissioner Marrett noted a video marketing opportunity that the San Juan Island Visitors Bureau is pursuing and suggested the Port participate in the associated Port of Seattle marketing grant application. She noted it would include whale watching and kayaking businesses at the Port, the Friday Harbor airport and marina, and the Town of Friday Harbor. The Executive Director and Commissioner Marrett discussed an approach to possibly reduce staff time and expense. Commissioners Marrett and Black voted in support of participating.

**7. Citizen comments/requests: None**

Commissioner Hertel adjourned the Regular meeting at 6:31 pm.



Barbara Marrett, Commissioner



Greg Hertel, Commissioner



Graham Black, Commissioner