

**FRIDAY HARBOR PORT DISTRICT**  
**Port Commission Meeting at**  
**271 Front Street**  
**(Port meeting room, under San Juan Yacht Club)**  
**Wednesday, December 11, 2019 at 4pm**  
**Minutes**

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

**Staff Present:** Todd Nicholson, Executive Director  
Tami Hayes, Harbormaster  
Phyllis Johnson, Auditor  
Mike Otis, Airport Manager

**Public in Attendance:** John Geyman, Citizen  
Emily Geyman, Citizen  
Patrick Taylor, Taylor and Coffman

**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.

**1. Discussion Items:**

- A. The Airport Master Plan & Airport Layout Plan was presented by Patrick Taylor from Coffman & Associates. Mr. Taylor provided an overview of the Master Plan and explained the Aviation Demand Forecast for the next 20 years. Mr. Taylor utilized an overhead projector which depicted the overall Airport property and the effects of the Federal Aviation Administration (FAA) upgrading the airport from a B-1 small to a B-2 small airport as well as meeting more stringent (FAA) standards. Such a designation allows for the continued use of the types of aircraft utilized by the Island medical evacuation companies and future commercial air requirements.

John Geyman asked why the Port was making all of these changes when the Airport has been accommodating Caravan aircraft for the last 5 years?

The Commission and the Executive Director responded that the Federal Aviation Administration (FAA) grant funding for the future was dependent on the Airport coming up to FAA standards for that size of Aircraft.

**2. Recommended Action:**

- A. The Board voted to accept and adopt the Master Plan document and the recommendations provided by Coffman and Associates, and direct the consultant's team to submit the ALP, which reflects the recommendations for the Master Plan, to the FAA for approval. The Vote passed 3 to 0.

instructed Staff to add to the minutes that Commissioner Hertel was reaching out to the Tribes regarding the development of Shipyard Cove and Jensen's Marina. (Note Minutes are kept at the Port Office and on the Port's website: portfridayharbor.org)

B. The Commission approved vouchers 018852-01893 for \$1,473,931.86 and payroll with a 3-0 vote.

**5. Staff Reports:**

The Executive Director informed the Commission of an insurance claim for personal injury.

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

Commissioner Black informed the Commission that the Sailing Foundation was receiving a donated power boat and inquired about temporary moorage at the Port.

**7. 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.

**8. Adjourn:**



**Greg Hertel, Commissioner**



**Barbara Marrett, Commissioner**



**Gibb Black, Commissioner**