

PORT OF SKAGIT COUNTY

Regular meeting of the Port Commission

Tuesday, November 18, 2008 5:00 PM

MINUTES

PRESENT: Commission - Glenn Allen, Jerry Kaufman
Kevin Ware Absent

Staff - Patsy Martin, Scott Peterson, Kristin Garcia, Bob
Nord, Karmen Hardy, Paul Stannert, Mary Jo
Newbury and Debbie Hamilton

Others - Brad Furlong, Walt Meagher
Public: See sign-in sheet

Changes or additions to the agenda as follows:

NEW BUSINESS

1. AIRPORT: Taxiway F; Soils Investigation; Cleanup Action Plan
2. MARINA: Swinomish Channel Dredging (2008) - Update

Public Communications

Published articles noted by commission.

Approval of Minutes

COMMISSION ACTION: The commission unanimously approved the minutes of the October 21, 2008 regular meeting.

Fiscal Matters

COMMISSION ACTION: The commission unanimously approved November 2008 vouchers as presented.

Open Forum

No issues discussed during open forum.

STAFF REPORTS

ADMIN: Holiday Greeting Cards (2008)

Debbie Hamilton requested the commission review the holiday card address list and provide any suggested changes on or before December 5, 2008. Commission to let staff know number of cards they would like to have for distribution.

ADMIN: Skagit Valley Lodging and Tourism Cooperative (2008)

Debbie Hamilton reported that the Port of Skagit will contribute to the Skagit County Chamber Executive Directors Association (SCCEDA) and a newly formed Skagit Valley Lodging and Tourism Cooperative for a tourism marketing campaign to promote Skagit Valley as a destination.

The Port is participating as a Platinum Level sponsor contributing \$1,000 in keeping with our mission of economic development and support of tourism.

ADMIN: Winter Freeze Management Procedures – Update (Oral)

Scott Peterson reported that staff is prepared to handle inclement weather conditions during the winter months at both the airport and business park. Staff communicates with Corporate Air Center during bad weather conditions and is available seven (7) days a week from 8:00 a.m. to 5:00 p.m. to plow the runways. The port also handles ice conditions on Higgins Airport Way to accommodate business park employees.

Paul Stannert reported all the water pipes and valves have been replaced at the marina. Staff watches inclement weather to drain the water pipes as needed.

PUB AGEN: Skagit County; Alternative Futures Grant Proposal – Update (Oral)

Patsy Martin reported Skagit County received a \$625,000 grant to develop four initial alternative futures; conservation, agriculture, development and plan trend. The County has requested Patsy Martin and others in the community serve on a steering committee over the next year to develop the plan. The next steering committee meeting will be held in December 2008. Patsy Martin will report back to the commission on the committee's progress.

MARINA: Occupancy Reports Month Ending November 15, 2008; Comparison of Monthly & Transient Moorage

Paul Stannert reported the 3 months' free moorage promotion has attracted 18 new boaters. Two existing moorage tenants received the benefit of the promotion by referring new boaters to the La Conner Marina. Staff will continue to focus on this promotion locally and at the Seattle Boat Show.

ADMIN: Lease Policy; Criteria for Struggling Tenants – Adopt Resolution

Scott Peterson reported the commission requested time to review an amendment to the lease policy at the November 4, 2008 work session. The policy included language for struggling tenants but did not take into consideration a business recovery plan. Staff is now returning with edits and changes to the policy.

COMMISSION ACTION: The commission unanimously adopted Resolution NO. 08-27 which amends the port's leasing policy to specify the criteria for designating and helping struggling tenants.

MARINA: Roundtable Meeting (2008); Meeting Summary – Approve Summary

Patsy Martin reported that the Port of Skagit County held a Marina Roundtable meeting on October 8, 2008 to learn about marina tenant industrial needs, explain current port planning and have open dialog with port tenants and consultants regarding future planning of the La Conner Marina. Staff prepared a summary of the roundtable meeting.

COMMISSION ACTION: The commission unanimously approved the Summary of the October 8, 2008 La Conner Marina Roundtable Meeting.

TENANT: BBIP; Woodinville Lumber, Inc.; (assignment dated 5/22/01 from Tri-County Truss) lease dated 5/1/90 – Approve Lease Amendments for Struggling Tenant

Scott Peterson reported during the October 7, 2008 work session, Woodinville Lumber discussed with the commission the current economic downturn of the housing market and its impact on Woodinville's financial condition and employment levels. The commission directed staff to meet with Woodinville Lumber and review their financial records and develop an amendment to their lease meeting the criteria of the struggling tenant policy.

COMMISSION ACTION: The commission unanimously approved an amendment to the lease agreement for BBIP; Woodinville Lumber, Inc.; Lots 28 & 29; lease dated August 1, 2001.

COMMISSION ACTION: The commission unanimously approved an amendment to the lease agreement for BBIP; Woodinville Lumber, Inc. (dba Tri-County Truss); 11768 – Unit D, Westar Lane; lease dated 4/1/05.

AIRPORT: Taxiway F; Soils Investigation; Clean-Up Action Plan

Sara Young reported staff has consulted with two prospective new members of the port's legal and consultant team on the Taxiway F cleanup project. Staff recommended adding Steve Thiele, environmental attorney, and John Herzog, engineer with GeoEngineers, to the port's team to provide strategic assistance in the ecology and insurance processes.

Discussion

COMMISSION ACTION: The commission unanimously authorized the Executive Director to retain Steven Thiele of Stoel Rives, LLP, as supplemental environmental counsel to the port and John Herzog, environmental engineer on the Taxiway F cleanup project.

MARINA: Swinomish Channel Corps Maintenance Dredging – Update

Patsy Martin reported the Swinomish Channel has been regularly dredged since 1892. Colonel Wright of the U.S. Army Corps of Engineers reported that he can assist as an advocate for the continued dredging but would find it helpful for staff to obtain the following information:

1. How much cargo is transported through the channel?
2. Economic Impact Study – demonstrating both cargo and recreational statistics.

Paul Sorenson of BST Associates stated this study would take 3 months at an approximate cost not to exceed \$17,500.

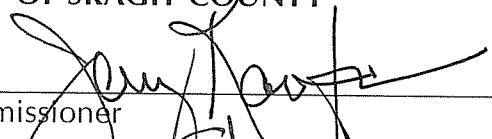
Discussion

The commission requested staff obtain cost comparison numbers to complete the economic impact study from another consulting firm.

COMMISSION ACTION: The commission unanimously authorized the Executive Director to proceed in obtaining the economic impact study.

ADOPTED IN OPEN SESSION this 16th day of December, 2008 and duly authenticated by the signatures affixed hereto.

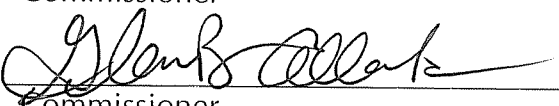
PORT OF SKAGIT COUNTY



Commissioner



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