



Port of Skagit

Special Meeting of the Port Commission
Tuesday, November 18, 2014 – 3:00 PM

MINUTES

PRESENT: Commission - Bill Shuler, Steve Omdal – Kevin Ware absent
Staff - Patsy Martin, Scott Peterson, Kristin Garcia, Sara Young, Brady Rowe, Carl Molesworth and Debbie Hamilton

CALL TO ORDER

Steve Omdal called to order the November 18, 2014 special meeting of the port commission.

NEW BUSINESS

ADMIN: 2015 Budget – Adopt Resolutions

Kristin Garcia reported that in accordance with RCW 53.35.020 the preliminary 2015 operating and capital budget was made available to the public on October 15, 2014 and a public hearing was held on November 4, 2014.

The final budget reflects changes discussed during the preliminary budget hearing and have been incorporated into the final budget document.

COMMISSION ACTION: Commissioner Shuler moved to adopt:

- **Resolution No. 14-20 which adopts the Port of Skagit 2015 Budget**
- **Resolution No. 14-21 which certifies the Port's 2014 levy for 2015 collection**
- **Resolution No. 14-22 which authorizes an increase in property tax revenue pursuant to RCW 84.55.120**
- **Resolution No. 14-23 which authorizes an increase in tax levy capacity pursuant to RCW 84.55.120 and an increase in limit factor for maximum levy capacity pursuant to RCW 84.55.0101**

Commissioner Omdal seconded. Motion carried unanimously.

ADMIN: Comprehensive Scheme of Harbor Improvements – Amend Plan

Sara Young reported that pursuant to RCW 53.20, the port commission of the Port of Skagit must adopt a Comprehensive Scheme of Harbor Improvements (CSHI) prior to commencing improvements within the port district. The CSHI must be amended annually with the adoption of the port budget and Capital Improvement Plan to incorporate capital projects for the coming year.

A public hearing took place November 4, 2014.

COMMISSION ACTION: Commissioner Shuler moved to adopt Resolution 14-24 amending the comprehensive Scheme of Harbor Improvements to incorporate the 2015 Improvement Plan as presented in the 2015 port budget. Commissioner Omdal seconded. Motion carried unanimously.

ADMIN: Municipalities Continuing Disclosure Cooperation Initiative – Approve Participation

Kristin Garcia reported on the Municipalities Continuing Disclosure Cooperation Initiative (MCDC) and a representative from K & L Gates was in attendance to clarify the initiative answer questions.

COMMISSION ACTION: Commissioner Shuler moved to approve the port's participation in the Municipalities Continuing Disclosure Cooperation Initiative. Commissioner Omdal seconded. Motion carried unanimously.

ADMIN: Rate Review; Airport (2015)

Sara Young reported that staff prepared a comparative review of airport rate schedules to prepare for establishing the 2015 Skagit Regional Airport Rate Schedule.

Staff recommended the following rate increases for 2015:

- Increase Standard T-hangar rates by 3%
- Increase Premium T-hangar rates by 5%
- Increase storage unit rates by 5%
- Increase long-term parking rates by 3%

COMMISSION ACTION: Commissioner Shuler moved to adopt Resolution 14-25 confirming a rate schedule for fees to be charged at Skagit Regional Airport. Commissioner Omdal seconded. Motion carried unanimously.

ADMIN: Rate Review; Marina (2015)

Kristin Garcia reported port policy requires moorage rates be adjusted annually by CPI and 1% for dredge fee and 1% for environmental fee. Staff conducted a survey of comparable marinas. Staff recommended an increase of moorage rates of 3% with the exception of 45' and 50' covered slips which is recommended at 2% as these slips are at or above market.

Additional recommended changes are:

- Implementation of a season rate structure for dry storage – the month-to-month contract rate will be a 15% increase from prior year rates – to be implemented on 5/1/15
- Increase of vehicle/trailer and RV daily parking by \$1.00 per day
- Implementation of an insurance non-compliance fee of \$50.00 per month

COMMISSION ACTION: Commissioner Shuler moved to adopt Resolution 14-26 which will confirm a rate schedule for fees to be charged at the La Conner Marina. Commissioner Omdal seconded. Motion carried unanimously.

Commissioner Shuler moved to adjourn.

The special commission meeting ended at 4:34 pm.

ADJOURNMENT

ADOPTED IN OPEN SESSION this 9th day of September, 2014 and duly authenticated by the signatures affixed hereto.

PORT OF SKAGIT COUNTY

Commissioner

Commissioner

Commissioner