



# Port of Skagit

Regular Meeting of the Port Commission  
Tuesday, November 4, 2014 – 3:00 PM

## MINUTES

PRESENT: Commission - Steve Omdal, Bill Shuler and Kevin Ware

Staff - Patsy Martin, Scott Peterson, Sara Young, Kristin Garcia, Heather Haslip, Brady Rowe, Sadie Shope, Karmen Hardy, Debbie Hamilton, Bob Nord and Lucas Villard

Others - Legal counsel Brad Furlong. See sign in sheet for others present.

## CALL TO ORDER

Steve Omdal called to order the November 4, 2014 regular meeting of the port commission.

## Changes or additions to the agenda as follows:

### STAFF REPORTS

1. AIRPORT: CIP Plan Update (2015) – Status Update
2. TENANT: Marina; Advanced Resorts of America, Inc.; Lease dated 2/1/85

## CONSENT AGENDA

Public Communications  
October 14, 2014 Regular Meeting Minutes  
Fiscal Report  
ADMIN: Cash Flow/Budget to Actual Report; Ending September 30, 2014

The commission reviewed the consent agenda items.

**COMMISSION ACTION: The commission unanimously approved the November 4, 2014 consent agenda.**

## OPEN FORUM

Commissioner Omdal opened the floor for public comment.

Hearing none, the floor was closed.

## **STAFF REPORTS**

### **TENANT: Marina; Advanced Resorts of America, Inc.; Lease dated 2/1/85**

Patsy Martin introduced Darcy Williams and her son Knut, who were present to discuss the termination of their lease. She reported that Potlatch Resort has been a port tenant for the past 25 years. In 2008 they were notified by the port that the lease will not be renewed in 2015 as the port plans to use the property to further economic development.

Discussion

The commission will conduct an analysis of the property and continue discussion at December meeting.

## **STAFF REPORTS**

Scott Peterson provided a PowerPoint presentation reviewing 2014 projects and the 2015 preliminary budget.

## **PUBLIC HEARING**

Steve Omdal opened the public hearing at 4:00 p.m.

Commissioner Omdal explained the purpose of the public hearing is to provide the opportunity for the public's input as to the matter of the 2015 Budget and 2015 Comprehensive Scheme of Harbor Improvements.

Patsy Martin provided background information.

Commissioner Omdal opened the floor to the public for comment and questions.

Hearing none, he closed the public hearing at 4:04 p.m.

## **RESUME REGULAR MEETING**

The commission resumed the regular meeting at 4:05 p.m.

## **STAFF REPORTS**

### **ADMIN: Northern State Adaptive Reuse Study (2013) – Status Update (Oral)**

Heather Haslip provided a status update on the Northern State Adaptive Reuse Study. Staff has been working with the State of Washington Department of Enterprise Services on a path forward for additional due diligence and future transfer of the property to local control.

Skagit County has issued a letter re: reopening the RSN building for use as a mental health facility.

Discussion

The commission directed staff to prepare and send a letter to the Skagit County Commissioners clarifying the port's role for this project is economic development.

**AIRPORT: Capital Improvement Plan Update 2016-2020 – Status Report**

Heather Haslip reported that the port submits an updated 5-year Capital Improvement Plan (CIP) to WSDOT Aviation Division and FAA annually. The purpose of the CIP update is to provide our primary funding agencies with a current assessment of projects and projected funding needs in the next five years.

The commission reviewed the 5-year CIP update.

**GOOD OF THE ORDER**

**ADJOURNMENT**

The regular commission meeting ended at 4:17 p.m.

ADOPTED IN OPEN SESSION this 9<sup>th</sup> day of December, 2014 and duly authenticated by the signatures affixed hereto.

PORT OF SKAGIT COUNTY

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Commissioner

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Commissioner

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Commissioner