



# Port of Skagit

Regular Meeting of the Port Commission  
Tuesday, March 13, 2012 3:00 PM

## MINUTES

PRESENT: Commission - Steve Omdal, Bill Shuler and Kevin Ware  
Staff - Patsy Martin, Kristin Garcia, Sara Young, Carl Molesworth, Heather Haslip, Bob Nord, Paul Mattos, and Debbie Hamilton  
Others - See Sign in Sheet

## CALL TO ORDER

Bill Shuler called to order the March 13, 2012 regular meeting of the port commission.

## Changes or additions to the agenda as follows:

1. MARINA: Occupancy Report; Month Ending February 2012 – Approve Rate Changes

PUBLIC HEARING – ADMIN: Westport Shipyard, Inc., CERB Application (2012)

The public hearing opened at 3:02 p.m.

The purpose of the hearing: evaluate if the Port of Skagit should apply for CERB grant funding.

Hearing no public comment, the Public Hearing was closed. 3:07 p.m.

## CONSENT AGENDA

Public Communications

February 14, 2012 Regular Meeting Minutes

Fiscal Report

MARINA: Abandoned Boats, Sale of Abandoned Vessel; 55' Johnson Sail boat (2012) – Approve Resolution 12-06

**COMMISSION ACTION: Commissioner Ware moved to adopt the consent agenda, seconded by Commissioner Omdal. Motion carried unanimously.**

## **OPEN FORUM**

Commissioner Shuler opened the floor for public comment. Hearing none, the floor was closed.

## **STAFF REPORTS**

### **ADMIN: Cash Flow/Budget to Actual Report; Ending January 1, 2012 - Update**

Kristin Garcia reported on the Budget to Actual report ending January 31, 2012.

### **ADMIN: Economic Opportunity Growth Plan (2012) – Status Update**

Patsy Martin provided the commission with an Economic Opportunity Plan White Paper, dated March 2012 and Economic Development in Skagit County document for review as the commission and staff head into the Port of Skagit annual retreat in the spring.

### **ASSOC: PNWA Mission to Washington D.C. March 4-8, 2012 – Event Report (Oral)**

Patsy Martin reported that her attendance at the PNWA Mission to Washington D.C. was to:

- 1) Thank Senators Cantwell and Murray and Congressman Larsen for their efforts in obtaining funding for the dredging of the Swinomish Channel; and
- 2) discussion regarding economic development in Skagit County.

### **AIRPORT: Northwest Aviation Conference & Trade show – Event Report (Oral)**

Sara Young reported that Heather Haslip, Commissioner Ware and she attended the February 25, 2012 aviation conference. She reported a good showing in which the Port of Skagit ~ Skagit Regional Airport was well received. Two topics discussed by the pilots attending the conference:

1. Importance of a restaurant on site at the airport
2. The need for competitive fuel distributors on the airfield

Staff plans to attend the conference in 2013.

### **MARINA: Extended Stay Policy (2012) – Status Update**

Patsy Martin reported on February 21, 2012, staff presented a draft Marina Extended Stay Policy of up to six months for those active boaters wanting to use the La Conner Marina as a home away from home destination similar to “snow birds”.

Staff was directed by the commission to perform additional due diligence on the draft policy.

Staff has since met with legal counsel. The implementation of this policy will not be considered until a complete analysis of the La Conner Marina is completed later this year. The La Conner Marina is still not equipped to support emergency infrastructure for stay aboard situations.

Discussion.

The Commission requested staff provide an estimate of cost to be able to provide the needed level of service. Staff will proceed.

### **MARINA: Occupancy Report; Month Ending February 2012**

Paul Mattos reported that the Marina is at 84% occupancy.

Discussion of 40' moorage wait list and use of 50' slips. Commission to consider a policy change which will allow smaller vessels to occupy larger slips on a temporary basis at a lower rate and consideration of a promotion for those tenants who bring a referred boating tenant to the La Conner Marina.

**COMMISSION ACTION: Commissioner Ware moved to authorize staff to allow smaller vessels to occupy larger slips at the smaller vessel rate on a temporary basis as they felt appropriate based on logistics, economics and demand.**

**COMMISSION ACTION: Existing Motion tabled until motion given to amend the agenda.**

**COMMISSION ACTION: Commissioner Omdal moved the Agenda be amended to consider a motion with respect to slip utilization at the La Conner Marina. Commissioner Ware seconded. Motion carried unanimously.**

**COMMISSION ACTION: The first motion by Commissioner Ware was seconded by Commissioner Omdal. Motion carried unanimously.**

**COMMISSION ACTION: Commissioner Omdal moved to allow the same promotional opportunity from the Seattle Boat Show to an existing tenant that brings a new tenant that enters into a moorage license and stays for at least a year to receive 3 months' free moorage. This policy is to remain in effect until the next moorage rate analysis, up to one year. Ware seconded. Motion carried unanimously.**

## NEW BUSINESS

### ADMIN: Westport Shipyard, Inc., CERB Application (2012) – Adopt Resolution

Heather Martin reported that Westport Shipyard Inc., is selling its privately owned buildings located on Port owned real property in La Conner, Washington at 918 West Pearle Jensen Way and 780 East Pearle Jensen Way. The port is considering acquisition of the above-identified buildings and has identified private businesses willing to commit to leasing the buildings upon port acquisition, which leases would allow private business development and expansion.

This acquisition will provide vital economic opportunity for four (4) local companies.

The Community Economic Development Board (CERB) provides funding to local governments for public facilities projects, including facility acquisitions, which encourage new business development and expansion. The program requires a resolution authorizing submittal of an application for CERB funding.

**COMMISSION ACTION: Commissioner Ware moved to adopt Resolution No. 12-07 which authorizes staff to apply for Community Economic Revitalization Board funding for acquisition of the Westport Shipyards, Inc., buildings located in La Conner, Washington at 918 West Pearle Jensen Way and 780 East Pearle Jensen Way. Commissioner Omdal seconded the motion. Motion carried unanimously.**

### MARINA: Use Permits; National Corvair Association (CORSA) (2012) – Approve Use

Paul Mattos reported that National Corvair Association (CORSA) has requested use of the south basin pay parking lot to conduct their car show at La Conner Marina. The event will be held on Sunday, May 6, 2012 from 10 am to 2 pm.

In accordance with port policy, La Conner Yacht Sales will provide a certificate of insurance naming the port as additionally insured and execute a Hold Harmless Agreement.

**COMMISSION ACTION: Commissioner Ware moved to approve the use of the South Basin pay lot at no charge to stage the Corvair Car Show. Commissioner Omdal seconded the motion. Motion carried unanimously.**

## GOOD OF THE ORDER

Patsy Martin recommended cancellation of the March 20 Work Session meeting, due to schedule conflicts. Commission agrees to cancel the meeting. Staff will post notice.

Bill Shuler commended staff on new Spring Newsletter.

**RECESS**

The commission recessed the regular meeting at 3:34 p.m.

**EXECUTIVE SESSION**

The commission entered into executive session at 3:45 p.m. The session is expected to last approximately 45 minutes to discuss the possible sale, purchase or lease of property the public discussion of which could affect the price. Action may or may not be taken following the executive session.

The executive session ended at 4:30 p.m.

**COMMISSION ACTION: The commission unanimously approved the following lease options for Tomco and Nordic Tugs:**

- 1. Extend lease to twenty (20) years plus a ten (10) year option at market rates and;**
- 2. Extend the Tenant Austerity Program for one (1) year at two-thirds (2/3) rent and adjust renegotiated rent for period of one (1) year.**

**ADJOURNMENT**

With no other business to consider, Commissioner Shuler adjourned at 4:34 p.m.

ADOPTED IN OPEN SESSION this 10th day of April, 2012 and duly authenticated by the signatures affixed hereto.

PORT OF SKAGIT COUNTY

*Signature on File*

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Commissioner

*Signature on File*

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Commissioner

*Signature on File*

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Commissioner