



# Port of Skagit

**Regular Meeting of the Port Commission  
Tuesday, April 10, 2012 3:00 PM**

## MINUTES

PRESENT: Commission - Steve Omdal and Bill Shuler  
Staff - Patsy Martin, Scott Peterson, Kristin Garcia, Sara Young, Heather Haslip, Bob Nord, Paul Mattos, Karmen Hardy, Debbie Hamilton and legal counsel, Brad Furlong  
Others - See Sign in Sheet

## CALL TO ORDER

Bill Shuler called to order the April 10, 2012 regular meeting of the port commission.

## Changes or additions to the agenda as follows:

- 1. ASSOC: PNWA; Kristin Meira; Status Update (2012)**
- 2. Remove from Agenda: ADMIN: Service Award; Employees (2003-Current) Dorothy Walker – 10 Years**
- 3. ADMIN: Use Permits; Skagit Runners Annual Tulip Festival and Slug Run (4/17/93-current)**

## PUBLIC HEARING – HOPPER RD: Drainage; LID (1996) – Surplus Hearing

The public hearing opened at 3:03 p.m.

The purpose of the hearing is to hear comments and determine whether the Hopper Road Local Improvement District (LID) No. 97-1 improvements located within portions of Sections 7 and 8, Township 34 North, Range 4 East of the Willamette Meridian, situated within the Port of Skagit County Industrial Development District No. 1, is surplus and no longer needed for port district purposes.

Hearing no public comment, the Public Hearing was closed at 3:04 p.m.

## **CONSENT AGENDA**

Public Communications

March 13, 2012 Regular Meeting Minutes

Fiscal Report

EDASC; 1<sup>st</sup> Quarter Billings and Reports (2012)

PUB AGEN: Skagit County Easement; Farm-To-Market Road – Approve Easement

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

## **STAFF REPORTS**

### **ADMIN: Cash Flow/Budget to Actual Report; Ending February 29, 2012 - Update**

Kristin Garcia reported on the Budget to Actual report ending February 29, 2012.

### **ADMIN: Commission Coffee Session – March 23, 2012 – Event Report (Oral)**

Steve Omdal reported on the first coffee with commissioner session held at the Copia Coffee Lounge and Art Gallery on March 23, 2012 at 9:00 a.m. He suggested an evening session in the future to accommodate the working public.

### **ADMIN: Strategic Planning (2012) – PowerPoint Presentation**

Patsy Martin reported that staff has prepared a PowerPoint presentation in preparation for the commission June retreats on June 12 and June 19, 2012.

### **ADMIN: Swinomish Channel Dredging (2012) – Status Update (Oral)**

Patsy Martin provided a status update on the Swinomish Channel dredging project. Patsy Martin introduced Kristin Meira of Pacific Northwest Waterways Association (PNWA) who was present and explained that both Kristin Meira and the PNWA were instrumental in securing \$2.227 million for the dredging of the channel this year.

### **ADMIN: Use Permits; Skagit Runners Annual Tulip Festival and Slug Run (4/17/93-current)**

Sara Young reported that Skagit Runners hosted their annual Tulip Festival and Slug Run Saturday, April 7, 2012 on port trails. The event was well attended and Skagit Runners appreciated the port's work on the condition of the trails prior to the event.

**ADMIN: Use Permits; Pregnancy Choices; Run for Your Mum Fundraiser, 5K Run or Walk Fundraiser**

Sara Young reported that Pregnancy Choices plans to use the port trails to hold a 5K Run for Your Mum fundraiser. The event will be held Saturday, May 12, 2012. They anticipate 100 individuals and will start/finish on Crosswinds Drive.

**ASSOC: EDASC Schmooze Fair; April 12, 2012 Vanzyverden Building, Burlington – Review Event**

Debbie Hamilton reported that the annual Economic Development Association's Schmooze Fair will be held Thursday, April 12, 2012, at the VanZyverden warehouse beginning at 4:00 p.m. Staff will host the port booth and maintenance staff will provide shuttle transportation for participants needing transport from parking to the event.

**ASSOC: Tulip Festival Kick-Off dinner; March 29, 2012; Skagit Valley Casino – Event Report**

Kristin Garcia reported that the Tulip Festival Kick-Off dinner was well supported with approximately 250 in attendance.

**MARINA: Occupancy Report; Month Ending March 2012**

Paul Mattos reported that the Marina is at 88% occupancy.

Discussion.

**MARINA: Use Permits; La Conner Chamber of Commerce; La Conner Classic Yacht and Car Show (2012)**

Patsy Martin reported that Marci Plank was present to provide details of the La Conner Classic Yacht and Car Show. The La Conner Chamber has requested use of the south basin parking lots together with the use of F dock, at no charge, to stage the 12th annual show on Saturday, August 11, 2012. The use of the grass area located to the south and west of the south basin restroom and laundry facility is included in the request.

**COMMISSION ACTION: Commissioner Omdal moved to approve the use of the South Basin parking lot and F-Dock at no charge to stage the 12<sup>th</sup> Annual Classic Yacht and Car Show. Commissioner Shuler seconded the motion. Motion carried unanimously.**

## **MARINA: Use Permits; La Conner Yacht Sales, Boat Show and Public Yard Sale (2000-Current)**

Patsy Martin reported that Art Kaplan of La Conner Yacht Sales was present to request use of the south basin pay parking lot, grass area located to the south and west of the south basin laundry room, and F-Dock to conduct their annual Boat Show and Public Yard Sale at the La Conner Marina at no charge. The event will be held on Father's Day weekend (June 16 & 17, 2012). The port has hosted this event since 1997.

**COMMISSION ACTION: Commissioner Omdal moved to approve the use of the South Basin parking lot and F-Dock at no charge to stage the La Conner Yacht Sales Boat Show and Public Yard Sale. Commissioner Shuler seconded the motion. Motion carried unanimously.**

## **NEW BUSINESS**

### **PUB AGEN: Burlington; Interlocal Agreement; Drainage LID (1997) – Adopt Resolution**

Patsy Martin reported in 1997 the Port developed a Local Improvement District (LID) to construct drainage improvements within the City of Burlington. The stormwater pump station improvements were paid for using Local Improvement District bonds.

Those bonds have now been paid off. It is now time to transfer those improvements to the City of Burlington as was originally contemplated in the Interlocal Agreement signed between the Port of Skagit and the City of Burlington dated March 13, 1997.

**COMMISSION ACTION: Commissioner Omdal moved to adopt Resolution No. 12-08 which will surplus and authorize the transfer of stormwater improvements pursuant to the Port of Skagit County Local Improvement district No. 97-1. Commissioner Shuler seconded the motion. Motion carried unanimously.**

## **ADJOURNMENT**

With no other business to consider, Commissioner Shuler adjourned at 3:44 p.m.

ADOPTED IN OPEN SESSION this 8th day of May, 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