



Port of Skagit

Regular Meeting of the Port Commission
Chuckanut Manor – 30569 Chuckanut Dr., Bow, WA
Tuesday, April 22, 2014 – 3:00 PM

MINUTES

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

Staff - Patsy Martin, Scott Peterson, Sara Young, Kristin Garcia, Carl Molesworth, Heather Haslip, Debbie Hamilton, Walt Meagher and legal counsel Brad Furlong.

Others - Trevor & Teresa Smith

CALL TO ORDER

Steve Omdal called to order the April 22, 2014 regular meeting of the port commission.

EXECUTIVE SESSION

The commission entered into executive session at 9:10 a.m. The session is expected to last approximately 30 minutes to review the performance of a public employee (RCW 42.30.110). Action may or may not be taken.

Debbie Hamilton informed the public at 9:45 a.m. that the executive session will last another 15 minutes.

The executive session ended at 10:06 a.m.

RESUME MEETING

The commission resumed the meeting at 10:07 a.m.

The commission completed the performance evaluation of the executive director. Brad Furlong will review the recommendations and will bring action items to the May 20, 2014 commission meeting.

Changes or additions to the agenda as follows:

NEW BUSINESS

MARINA: Washington State Parks and Recreation Commission, Clean Vessel Sewage Disposal Facility Grant – Approve Grant

CONSENT AGENDA

Public Communications

Fiscal Report

ADMIN: Cash Flow/Budget to Actual Report; Ending February 28, 2014

The commission reviewed the consent agenda items.

COMMISSION ACTION: The commission unanimously approved the April 22, 2014 consent agenda.

OPEN FORUM

Commissioner Omdal opened the floor for public comment.

Trevor & Teresa Smith introduced themselves and stated they wanted to attend a commission meeting to see what the port was working on.

STAFF REPORTS

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

Sara Young reported that the Tulip Festival Run was a successful event with over 3,000 in attendance. Port maintenance staff manicured the trails in preparation for the event.

ASSOC: EDASC Schmooze Fair (2014) – Event Report (Oral)

Debbie Hamilton reported that port staff worked the trade show booth at the annual Schmooze Fair. The commission is in support of encouraging all staff to participate. Carl Molesworth worked with port maintenance to secure fiber to the VanZyverden building in time for the event.

NEW BUSINESS

PUB AGEN: City of Mount Vernon, Interlocal Agreement, Fiber Optic Management, Maintenance & Operation (2008-Current) – Approved Restated Interlocal

Patsy Martin reported that the Port of Skagit and the City of Mount Vernon entered into a five-year Interlocal agreement which has now expired. The port does not have staff or experience to perform these functions in-house. Port Counsel and staff have negotiated with the City of Mount Vernon and provided a Restated Interlocal Agreement for the commission to review.

COMMISSION ACTION: Commissioner Shuler moved that the commission:

- 1) Execute a five-year renewable Restated Interlocal Agreement with the City of Mount Vernon to manage and maintain the port's fiber system; and
- 2) Authorize staff to take necessary steps to carry out the intent of this action.

Commissioner Ware seconded. Motion carried unanimously.

MARINA: Washington State Parks and Recreation Commission, Clean Vessel Sewage Disposal Facility Grant

Patsy Martin reported that the port applied for and received a grant with 75% funding from the Clean Vessel Act program with Washington State Parks and Recreation Commission for the replacement of the two sewage pumpouts and plumbing located on F and G visitor docks. The total construction cost estimate for this project is \$210,894 (grant funded 75% - \$158,171, port match 25% - \$52,723).

COMMISSION ACTION: Commissioner Shuler moved that the commission:

- 1) Approve a grant with Washington State Parks and Recreation Commission requiring a 25% match;
- 2) Approve a budget in the amount of \$210,894 for the replacement of two pumpouts and plumbing located on F and G visitor docks.

Commissioner Omdal seconded. Motion carried unanimously.

GOOD OF THE ORDER

The regular commission meeting ended at 10:26 a.m.

Break 10:27 a.m.

The commission entered into Strategic Planning at 10:35 a.m.

ADJOURNMENT

ADOPTED IN OPEN SESSION this 20th day of May, 2014 and duly authenticated by the signatures affixed hereto.

PORT OF SKAGIT COUNTY

Commissioner

Commissioner

Commissioner