



# Port of Skagit

**Regular Meeting of the Port Commission  
Tuesday, June 12, 2012 10:00 AM**

## MINUTES

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

## CALL TO ORDER

Bill Shuler called to order the June 12, 2012 regular meeting of the port commission.

## EXECUTIVE SESSION

The commission entered into executive session at 10:01 a.m. The session is expected to last approximately 30 minutes to discuss the evaluation of a public official. Action may or may not be taken following the executive session.

Commissioner Bill Shuler stepped outside at 10:30 a.m. to state the executive session would last approximately 30 additional minutes.

The executive session ended at 11:00 a.m.

## Changes or additions to the agenda as follows:

1. Remove MARINA: Abandoned Boats, Sale of Abandoned Vessel – Adopt Resolution from the agenda.
2. ASSOC: WPPA; Commissioner's Seminar; July 22-24, 2012 – Cle Elum, WA

## **CONSENT AGENDA**

Public Communications  
April 17, 2012 Work Session Meeting Minutes  
May 8, 2012 Regular Meeting Minutes  
June 1, 2012 Special Meeting Minutes  
Fiscal Report

The commission reviewed the consent agenda items. Discussion.

**COMMISSION ACTION: Commissioner Omdal moved to adopt the consent agenda, seconded by Commissioner Ware. 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 March 31, 2012 - Update**

Kristin Garcia reported on the Budget to Actual report ending April 30, 2012.

### **ADMIN: Service Award; (Employees 2003 – Current); Sara Young – 5 Years**

Patsy Martin reported the employee Service Award program was created to reward employees for years of service to the Port of Skagit. Sara Young was hired on May 14, 2004. She has earned a five (5) year service award.

### **BBP: Use Permits; Ragnar Events, LLC (2007 – Current) – Review Use**

Sara Young reported that the 2012 Ragnar Relay NW Passage Event will be passing through the Bayview Business Park from 4:30 p.m. Friday, July 20 until 2:30 a.m. Saturday, July 21, 2012.

### **MARINA: Occupancy Report; Month Ending May 31, 2012**

Paul Mattos reported that the Marina is at 89% occupancy.

**ASSOC: WPPA Commissioner Seminar**

Patsy Martin discussed the upcoming WPPA Commissioner Seminar which will be held July 22-24, 2012 in Cle Elum, Washington. Bill Shuler reported that he plans to attend.

**NEW BUSINESS**

No new business on agenda or discussed.

**ADJOURNMENT**

With no other business to consider, Commissioner Shuler adjourned at 11:16 a.m.

ADOPTED IN OPEN SESSION this 10th day of July, 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