



# Port of Skagit

Work Session of the Port Commission

Tuesday, June 21, 2011 9:00 AM

## MINUTES

PRESENT: Commission - Jerry Kaufman, Bill Shuler and Kevin Ware

Staff - Patsy Martin, Scott Peterson, Kristin Garcia, Sara Young, Carl Molesworth, Heather Moses, Karmen Hardy, Paul Mattos and Debbie Hamilton

Others - See Sign-in Sheet

## APPROVAL OF MINUTES

**COMMISSION ACTION: The commission unanimously approved the Tuesday, May 17, 2011 Work Session Minutes of the Port Commission.**

## Changes or additions to the agenda as follows:

1. TENANT: BBP; Impressions World Wide, Inc. 3/01/09 – Approve Improvements
2. TENANT: BBP; US Mower, Inc.; lease dated 10/21/98 – Approve Improvements
3. Executive session to discuss the possible sale, purchase or lease of property the public discussion of which could affect the price. The session is expected to last 30 minutes. Action may or may not be taken following the executive session.

## Issue 1: PUB AGEN: Skagit County; Interlocal Agreement; Bayview Ridge Subarea Land Use and Development Standards – Approve Interlocal Agreement

Patsy Martin reported that the Port, Skagit County and private landowners have been working to develop a scope of work whereby the parties will work collaboratively with consultants to create development standards for the Bayview Ridge subarea. The Port, Skagit County and landowners desire to move forward with the project.

With the assistance of Port counsel, staff has drafted the necessary interlocal agreement between the Port and Skagit County. Because Skagit County has not yet had an opportunity to review the interlocal agreement, the agreement was presented for commission approval of the substantive terms of the agreement.

Discussion

**COMMISSION ACTION: The commission unanimously approved substantive portions of an interlocal agreement with Skagit County for the creation of Bayview Ridge Subarea Development Standards.**

**Issue 2: ADMIN: Gateway Pacific Terminal Project - Discussion**

Patsy Martin provided information to the commission on the Gateway Pacific Terminal Project as she would like the commission to be aware of local public discussions on this issue. The project is proposed for Cherry Point and would add another 8 or 9 trains per day. The trains would transport coal and grain.

Discussion regarding impact to county traffic, environment and emergency services.

It is the consensus of the commission to stay on message with our mission of Good Jobs for Our Community.

**Issue 3: TENANT: BBP; Impressions World Wide, Inc. 3/01/09**

Scott Peterson reported that Impressions World Wide is requesting approval to move forward with a building improvement. They propose to add a temporary wall through the middle of their facility to divide it into 2 parts. The improvements will be funded by the tenant.

Discussion.

**COMMISSION ACTION: The commission unanimously approved the addition of a temporary wall to the Impressions World Wide facility.**

**Issue 4: TENANT: BBP; US Mower, Inc.; lease dated 10/21/98**

Scott Peterson reported that US Mower is requesting approval for improvements to their facility. It is their desire to add a lean-to, 20 sq. ft. by 15 sq. ft. and a new concrete pad in which to store barrels of petroleum cleaner. The tenant will provide the improvement and will assure containment for environmental concerns.

**COMMISSION ACTION: The commission unanimously approved the facility improvements to the US Mower facility with the understanding that the tenant will comply with containment regulations.**

**WORK SESSION RECESSED TO STRATEGIC PLANNING WORK SESSION at 9:47 A.M.**

The commission and staff entered into a strategic planning work session and discussed the following:

1. Purpose
2. Vision- The commission requested draft Vision Statements at the July 19 Strategic Planning Session
3. Mission

**COMMISSION ACTION: The commission unanimously approved adding the word “Good” Jobs for Our Community to the Port of Skagit’s mission statement.**

4. Promise
5. Values
6. Problem
7. 2012 Goals and Action Plans:
  - Maintain and/or enhance public support by communicating the mission, vision, purpose, values and actions of the Port to enhance citizen’s participation and understanding of the Port’s value to the community.
  - Develop, communicate and implement economic development initiatives that increase sustainable community wage jobs, commerce and trade in the Skagit Valley.

**STRATEGIC PLANNING WORK SESSION CONCLUDED at 12:38 p.m.**

Lunch 12:39 p.m.

WORK SESSION RESUMED 1:00 p.m.

**COMMISSION ENTERED INTO EXECUTIVE SESSION at 1:01 p.m.**

Executive session to discuss the possible sale, purchase or lease of property the public discussion of which could affect the price. The session is expected to last 30 minutes. Action may or may not be taken following the executive session.

The commission exited the executive session at 1:29 p.m.

No action taken.

**ADJOURNMENT**

Commissioner Kaufman called for a motion to adjourn.

**ADJOURNMENT**

The commission adjourned the work session meeting at 1:30 p.m.

ADOPTED IN OPEN SESSION this 19th day of July, 2011 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