



Port of Skagit

Regular Meeting of the Port Commission
Tuesday, July 10, 2012 9:00 AM

MINUTES

PRESENT: Commission - Steve Omdal and Kevin Ware.
Bill Shuler Absent

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

Others - See Sign in Sheet

CALL TO ORDER

Kevin Ware called to order the July 10, 2012 regular meeting of the port commission.

Changes or additions to the agenda as follows:

1. ASSOC: Pacific Northwest Waterways Association Meeting
2. COMM: Scheduled Commission Meetings (2012); Possible One Meeting each Month - Discussion

CONSENT AGENDA

Public Communications
April 17, 2012 Work Session Meeting Minutes
June 12, 2012 Regular Meeting Minutes
June 19, 2012 Work Session 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 Ware opened the floor for public comment.

Hearing none, the floor was closed.

STAFF REPORTS

PUB AGEN: Fire District 6; Interlocal Cooperation Agreement; Fire Protection Services – Status Update

Sara Young provided a status update regarding work with Fire District 6. Port staff and Fire District 6 staff have completed:

1. Pre-fire plans with all Port tenants
2. Aircraft Emergency Response Plan

She also reported that an annual update of the Port of Skagit Emergency Plan is in process.

MARINA: Use Permits; La Conner Marina boneshaker Bicycle Festival (2012) – Review Use

Carl Molesworth introduced Corey Stout, owner and operator of Sprocket Science, who was in attendance to share information with the commission regarding an upcoming event. The Boneshaker Bicycle Festival will be staged at the south basin parking lots of the La Conner Marina on October 26 and October 27, 2012. The event will also include use of the grass area located to the south and west of the south basin restroom and laundry facility.

In accordance with port policy, the Boneshaker Bicycle Festival Committee has provided a hold harmless agreement and certificate of insurance naming the port as an additional insured.

PUB AGEN: WSU; Sponsored Project Agreement; Intern (2012) - Presentation

Patsy Martin provided background information regarding a WSU Intern project and introduced intern Brook Brouwer, graduate research assistant from WSU Mount Vernon Research Center, who presented a report on his value added barley research project. Brooke thanked the commission for their support of this project and shared a PowerPoint presentation outlining the project and outcomes.

ADMIN: Aerospace Roundtable – City of Mount Vernon & Edmonds Community College; July 17, 2012 (Oral)

Patsy Martin reported that the Port of Skagit, City of Mount Vernon and Edmonds Community College will be hosting an Aerospace Roundtable meeting on July 17, 2012. The commission was invited to attend.

ADMIN: Cash Flow/Budget to Actual Report; Ending May 31, 2012 - Update

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

MARINA: Occupancy Report; Month Ending May 31, 2012

Scott Peterson reported that the Marina occupancy is at 93%.

ASSOC: Pacific Northwest Waterways Association Meeting – Meeting Report

Patsy Martin reported that Steve Omdal and she attended the Pacific Northwest Waterways Association Meeting, held June 27-29, 2012 at the Seattle Marriott Waterfront. Items discussed included the Swinomish Channel dredging, exporting, ship emissions, fuel expenses and pile dikes. Commissioner Steve Omdal would like Patsy Martin to attend a summit in Columbia to learn further about the pile dike method.

ADMIN: Commission Meetings (2012) - Discussion

Patsy Martin discussed with the commission the possibility of holding one commission meeting per month. Staff will bring a memo discussing this issue to the next commission meeting in August.

NEW BUSINESS

ADMIN: Strategic Planning Summary (2012) – Approve Summary

Patsy Martin reported that the commission and staff recently held 3 strategic planning retreats at the Padilla Bay Interpretive Center. The commission reviewed and confirmed the 2012 Strategic Planning Summary.

COMMISSION ACTION: Commissioner Omdal moved to adopt the Strategic Planning Summary, seconded by Commissioner Ware. Motion carried unanimously.

ADJOURNMENT

With no other business to consider, Commissioner Ware adjourned at 4:00 p.m.

ADOPTED IN OPEN SESSION this 14th day of August, 2012 and duly authenticated by the signatures affixed hereto.

PORT OF SKAGIT COUNTY

Signature on File

Commissioner

Signature on File

Commissioner

Signature on File

Commissioner