

PORT OF SKAGIT COUNTY

Work Session of the Port Commission
Tour of Port Facilities
Tuesday, May 06, 2008 9:00 a.m.

PRESENT: Commission - Jerry Kaufman, Glenn Allen, and Kevin Ware

Staff - Patsy Martin, Scott Peterson, Kristin Garcia, Sara Young,
Karmen Hardy, Bob Nord, Paul Stannert, Janel Saulsbury,
Brad Furlong, Walt Meagher, Debbie Hamilton

Others -

APPROVAL OF MINUTES

COMMISSION ACTION: The commission unanimously approved the minutes of the April 1, 2008 work session.

Changes or additions to the agenda as follows:

No changes or additions to the agenda.

Issue 1: ADMIN: 2008 Budget; Budget to Actual Comparison, First Quarter Report

To be discussed during the tour of port facilities.

Issue 2: ADMIN: Walt Meagher; Retainer Agreement – Approve Agreement

Patsy Martin reported that the port has a number of retainer agreements with Walt Meagher to assist the port with lease/real estate needs. In order for Walt Meagher to assist the port in possibly purchasing property it is necessary to have commission authorization allowing Walt Meagher the authority to represent the port in the possible purchase of property.

COMMISSION ACTION: The commission unanimously approved a retainer agreement with Walt Meagher giving him authority to represent the port in the possible purchase of property. The retainer agreement amount authorized is 6%.

Issue 3: TENANT: Airport; Concorde Group Aviation, Inc. – Approve Restated Lease Agreement

Patsy Martin reported that staff recently concluded a restated lease agreement for Concorde Group Aviation. The restated lease agreement has been signed by Gilbert Villarreal. The new deadline for submission of plans is June 1, 2008. Improvements to the facility are scheduled to take place this summer. The former lease will be terminated and the restated lease for Lot 53 will go into effect.

COMMISSION ACTION: The commission unanimously approved the Restated Lease Agreement with Concorde Group Aviation for Lot 53.

Patsy Martin gave a status report regarding the FedEx building and lease agreement. Two representatives of FedEx met with staff to discuss No Exposure criteria by the Washington State Department of Ecology. FedEx is interested in moving to the new facility as it will give them the ability to safely accomplish their washdown of vehicles and achieve a No Exposure exemption. FedEx representatives, Barbara Howdick, Dave Black and Ron Edwards attended the port's stormwater conference.

Tour of Port Facilities

Patsy Martin reviewed the Tour of Port Facilities Agenda. The goal of the tour is to review the state of the Port of Skagit County. The commission and staff will review where the port is and future goals, based on this tour, during the June retreat.

Commission and staff then proceeded to the tour of leased facilities:

9:30 a.m.	Corporate Air Center
10:00 a.m.	Hexcel
10:30 a.m.	Nordic Tugs
11:00 a.m.	International Aero
11:30 a.m.	Team Corporation
Lunch	La Conner Seafood and Prime Rib House

ADMIN: 2008 Budget; Budget to Actual Comparison; First Quarter Report

Kristin Garcia reported that in preparation for our strategic planning process, staff has prepared a cash flow analysis and a summary operating and capital budget report which shows how the Port is performing, as of March 31, 2008, against fiscal projections which were approved November 2007.

Commission and staff continued with the tour of facilities:

1:30 p.m. Pacific Mariner


2:00 p.m. Tomco

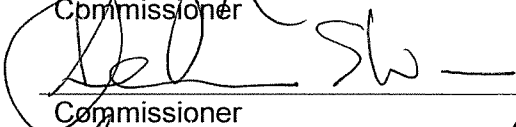
The tour concluded at 3:00 p.m.

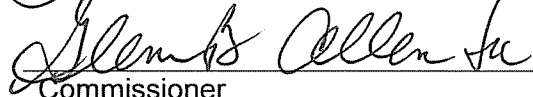
ADJOURNMENT

The commission adjourned the work session meeting and tour at 3:00 p.m.

ADOPTED IN OPEN SESSION this 3rd day of June 2008 and duly authenticated by the signatures affixed hereto.

PORT OF SKAGIT COUNTY


Commissioner


Commissioner


Commissioner

