



Port of Skagit

Regular Meeting of the Port Commission

Tuesday, August 8, 2017 – 3:00 PM

Port of Skagit Hearing Room – 15400 Airport Drive, Burlington, WA 98233

MINUTES

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

Staff - Patsy Martin, Scott Peterson, Sara Young, Greg Thramer, Andrew Entrikin, Brady Rowe, Heather Rogerson, Jodee Peace, Keith Love, Kody Skvaril, Keith Love and Debbie Hamilton

Legal Counsel – Brad Furlong

Others - See Sign-in Sheet

CALL TO ORDER

Steve Omdal called to order the August 8, 2017 regular meeting of the port commission.

The commission moved to amend the agenda as follows:

Amend the Agenda to include an executive session to discuss the hiring of a public employee and to discuss the possible purchase, sale or lease of property the public discussion of which could affect the price.

COMMISSION ACTION: The commission unanimously approved amending the August 8, 2017 Agenda.

CONSENT AGENDA

Public Communications

July 11, 2017 Regular Meeting Minutes

Fiscal Report

The following voucher/warrants/electronic payments are approved for payment:

Payroll Warrants

Warrant #048487 through #048497 in the amount of \$13,145.46 for a pay date of July 6, 2017.

Warrant #048498 through #048508 in the amount of \$14,061.47 for a pay date of July 21, 2017.

Payroll direct deposit D7061701 through D7061728 in the amount of \$55,582.03 dated July 6, 2017.

Payroll direct deposit D7141701 through D7211725 in the amount of \$56,065.37 dated July 21, 2017.

General Fund Accounts Payable Warrants

Warrant #079363 through #079379 in the amount of \$38,652.33 for a pay date of July 7, 2017.

Warrant #079384 through #079456 in the amount of \$335,291.97 for a pay date of July 18, 2017.

Warrant #079457 through #079532 in the amount of \$167,196.15 for a pay date of July 27, 2017.

Wire Transfer Payments - None

Grand total of approved warrants issued through July 31, 2017 is in the amount of \$679,994.78.

ADMIN: 2ND Quarter 2017 Financial Report

MARINA: Occupancy Report; Month Ending July 31, 2017

TENANT: BBP; Salish Coast Enterprises, Inc. (Lot 23 – 11749 Westar Lane, Burlington) – Approve Building Purchase

The commission reviewed the consent agenda items.

COMMISSION ACTION: The commission unanimously approved the August 8, 2017 consent agenda.

OPEN FORUM

Commissioner Omdal opened the floor for public comment.

Former port commissioner, Jerry Kaufman, was present to discuss the Port of Skagit commission's consideration of future funding support for the Concrete Fly-In.

Washington State Auditor was present and reported they are approximately halfway through the audit areas of focus.

COMMISSION

COMM: Board Self-Evaluation 2017

Patsy Martin provided a Board Self Evaluation form to each of the commissioners to evaluate how the Port of Skagit Board functions.

COMM: Washington State Letter of Support RE: Climate Change and Washington State Green Economy

Commissioner Steve Omdal invited the commissioners to join him in adding their name to a letter from local elected officials in Washington State regarding the urgent threat of climate change. The letter will be provided to Governor Inslee by the Washington Environmental Council.

Staff provided each of the commissioners with a copy of the letter.

STAFF REPORTS

ADMIN: NWIRC Mid-Year Report 2017; Diane Kamionca (Oral)

Diane Kamionca was present and provided a mid-year progress report on the NW Innovation Resource Center. She thanked the commission for their continued support of their program.

Discussion.

ADMIN: Bill Gates Notes (2017); “The Bread Lab in My Backyard” – View Video Clip

Staff showed a video clip of Bill Gates Notes – “The Bread Lab in My Backyard” from his post of July 25, 2017. Bill Gates visited The Bread Lab.

NEW BUSINESS

ADMIN: Northern State; EPA Brownfields Assessment Grant (2017) – Accept Grant and Contract with Selected Qualified Consultant

Patsy Martin reported that the Environmental Protection Agency has selected the Port of Skagit to receive fiscal year 2017 funding from the EPA Brownfields Program in the amount of \$195,000 for continued assessment of potential environmental contamination and options for cleanup at the SWIFT Center.

Discussion.

COMMISSION ACTION: Commissioner Shuler moved that the commission authorize:

- (1) Acceptance of Environmental Protection Agency Brownfield Assessment Grant of \$195,000 for continued assessment of potential environmental contamination at the SWIFT Center formerly known as the Northern State Property; and**
- (2) Executive Director to enter into contract with selected, qualified consultant for assessment work; and**
- (3) Staff to take any and all steps necessary to carry out the intent of this action.**

Commissioner Ware seconded. The motion carried unanimously.

PUB AGEN: Skagit County .09 Economic Development Grant Acceptance (2017) – Approve Interlocal Agreement

Sara Young reported that Skagit County has awarded \$1.2 million to the Port in 0.09 grant funding for fiber optics. The funds would be used to build Segments 2 & 3 of the Skagit Community Fiber Strategic Plan backbone. In addition, funds would be used to fund a fiber project in the City of Anacortes, a portion of Segment 2 completed by the City of Mount Vernon, and additional fiber last mile connections in the City of Burlington.

Skagit County committed \$201,167.00 in 2016 to the City of Anacortes for their project to be funded out of the 2017 grant awards and an additional \$50,000 to the City of Mount Vernon for the Segment 2 portion. The County has stated their intention to fund these commitments out of the \$1.2 million total award.

COMMISSION ACTION: Commissioner Ware moved to approve Interlocal Agreement with Skagit County for receipt of 0.09 grant funds in the amount of \$1.2 million for fiber optic installation. Commissioner Shuler seconded. Motion carried unanimously.

TENANT: Airport; Alyeska Skagit Hangars, LLC – Approve Lease

Scott Peterson reported that Alyeska Skagit Hangars, LLC entered into an intent to lease proposal with the Port of Skagit on April 14, 2016. Subsequently, the project design of a proposed hangar expansion project located adjacent to and adjoining the existing Corporate Air Center hangar was completed. The project required a boundary line adjustment to accommodate the project and has been completed. Alyeska Skagit Hangars, LLC wishes to enter into a thirty (30) year land lease agreement with two (2) consecutive ten (10) year option periods with the port.

COMMISSION ACTION: Commissioner Ware moved that the commission approve a thirty (30) year lease with two (2) consecutive ten (10) year option periods for a portion of Lot 74 with Alyeska Skagit Hangars, LLC, and authorize the president and secretary and other appropriate officials to take such action as is necessary to carry out the intent of this action.

GOOD OF THE ORDER

Commissioner Omdal opened the floor for comment.

Hearing none, floor was closed.

EXECUTIVE SESSION

The commission entered executive session at 3:35 to discuss the possible purchase, sale or lease of property the public discussion of which could affect the price and the hiring of a public employee. Executive Session should last approximately 1 hour.

The executive session was extended at 4:35 p.m.

The executive session was extended at 5:00 p.m.

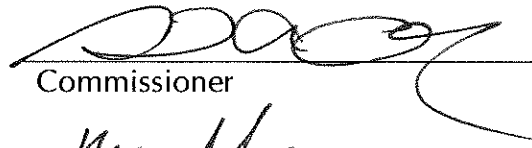
The commission entered back into regular session at 5:13 p.m.

ADJOURNMENT

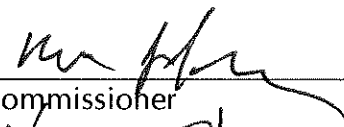
The regular commission meeting ended at 5:14 p.m.

ADOPTED IN OPEN SESSION this 12th day of September, 2017 and duly authenticated by the signatures affixed hereto.


PORT OF SKAGIT COUNTY



Commissioner

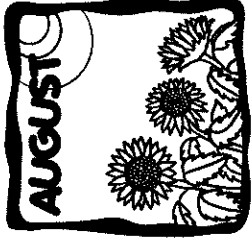


Commissioner



Commissioner

Welcome! Please sign in. If you would like to speak for a moment, please indicate on the far right -- including the topic you wish to talk about.



Port of Skagit County
 Regular Meeting of Port Commission
Date: August 8, 2017, 3:00 PM

Name/Organization/Company	Address	Phone Number	Do you wish to speak? Topic?	
Jerry Kuyfman	Berkeley	757-0900	Y/N	
			Y/N	
			Y/N	
			Y/N	
			Y/N	
			Y/N	
			Y/N	
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