

**PORT OF ORCAS
Minutes of the Regular Meeting
October 10th, 2019**

Call to order and confirmation of a quorum

The meeting was called to order by Commission Chair Sawyer at 4:31pm in the Airport Conference Room. A quorum was present with Commissioners Hopkins and vonTobel present. Members of the public were present.

Approval of Minutes

von Tobel moved, Hopkins seconded approval of the *Minutes of the Regular Meeting of September 12th, 2019*, and the motion was carried unanimously.

Approval of Vouchers

Hopkins moved, vonTobel seconded approval of the September 2019-A General Fund Voucher in the amount of \$61,004.14, the October 2019-A General EFT Fund Voucher in the amount of \$238.98, the October 2019-B General Fund Voucher in the amount of \$4,813.20, the October-C General EFT Fund Voucher in the amount of \$4,006.20, the October-D General EFT Fund Voucher in the amount of \$547.20 and the September 2019 Payroll in the amount of \$8,224.67 for a total of \$78,834.39. The question was called and was carried unanimously.

Public Access Time

The Chair opened public access time at 4:32 P.M. Members of the public addressed the commission and public access was closed at 4:36 P.M.

Staff Report

The Airport Manager verbally discussed various issues with the commissioners.

Treasurer's Report

The Airport Manager presented and discussed the October Treasurer's Report.

Old Business

1. The commissioners discussed the 2020 Budget. No action was taken.
2. Hopkins moved, Sawyer seconded to direct the Airport Manager to draft a Request for Qualifications from interested parties to accomplish The Environmental Assessment for elements of the Master Plan Update and submit to the FAA for comments.

Next Meeting and Adjournment

The Chair set the next Regular Meeting for November 14th, 2019 at 4:30pm. The meeting was adjourned at 5:12 pm.



Steve Hopkins, Commissioner and Secretary

Prepared by



Dwight Guss, Interim Airport Manager