



PORT COMMISSION OF THE PORT OF EDMONDS
MINUTES OF REGULAR MEETING

April 30, 2018

COMMISSIONERS PRESENT

David Preston, President
Jim Orvis, Secretary
Bruce Faires
Angela Harris

STAFF PRESENT

Bob McChesney, Executive Director
Tina Drennan, Finance Manager
Brittany Williams, Manager of Properties and Marketing

COMMISSIONERS ABSENT

Steve Johnston, Vice President

OTHERS PRESENT

Karin Noyes, Recorder

CALL TO ORDER

Commissioner Preston called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

All those in attendance participated in the Pledge of Allegiance to the American Flag.

CONSENT AGENDA

COMMISSIONER FAIRES MOVED THAT THE CONSENT AGENDA BE APPROVED TO INCLUDE THE FOLLOWING ITEMS:

- A. APPROVAL OF AGENDA**
- B. APPROVAL OF APRIL 16, 2018 MEETING MINUTES**
- C. APPROVAL OF PAYMENTS IN THE AMOUNT OF \$174,974.50**
- D. AUTHORIZATION FOR EXECUTIVE DIRECTOR TO WRITE OFF \$9,095.44**
- E. APPROVAL OF RESOLUTION NO. 18-03 – AUTHORIZING SALE OF TWO ABANDONED BOATS**
- F. APPROVAL OF RESOLUTION NO. 18-04 – AUTHORIZING SALE OF SURPLUS PROPERTY**

COMMISSIONER HARRIS SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

PUBLIC COMMENTS

No one in the audience indicated a desire to comment during this portion of the meeting.

UPCOMING EVENTS

Ms. Williams thanked all those who attended the Puget Sound Express (PSE) M.V. Saratoga christening on April 25th. The weather was beautiful and the event provided an opportunity to commemorate the Port's partnership with PSE. She noted that Mayor Earling and Council Member Tibbott were present, and the Port presented a plaque to Pete Hanke, PSE owner, to recognize the vessel's inaugural sail.

Ms. Williams also provided a brief overview of the following upcoming Port events:

- On Saturday, May 5th, Annie Crawley, a local dive instructor, environmentalist and underwater photographer, will conduct another Marina Clean Up Dive. The event will take place on the north side of H Dock from 9 a.m. to 1 p.m. Mr. McChesney recalled that the last clean up drive took place four years ago on V Dock, and it was really quite interesting to watch. He cautioned that the event is not intended to suggest that there is a lot of bad stuff in the marina, but they do need to clean up the stuff that comes off of the boats. Commissioner Orvis noted that Bud's Bait was previously located on the north side of H Dock, so this new dive could find some interesting materials. Ms. Williams advised that the public is welcome to attend and even participate in sorting the debris that is pulled out of the water. The event has been advertised on social media and publicized elsewhere, and she intends to issue a press release, as well. The purpose of the event is to raise awareness and emphasize the Port's goal of boaters becoming leaders in reducing the use of one-use plastics.
- The Edmonds Waterfront Festival, sponsored by the Edmonds Rotary Clubs, is scheduled for June 1st through 3rd. Marla is working closely with Valerie Claypool, the festival contact, to confirm the details, and a pre-event meeting will take place on May 15th. To accommodate the event, the travelift and public launch will close at 12:00 p.m. on Friday, June 1st. The travelift will reopen at 7 a.m. on June 4th and the public launch will re-open at 9 a.m. on June 4th. Staff will advertise the closures in the newsletter and post signs at the entrances to the docks. A 5-K event on Saturday will raise funding for Washington Kids in Transition, an organization that supports local homeless youth. Sea Jazz will kick off the 2018 season as the opening act at the Waterfront Festival. They will play at 3 p.m. on Friday afternoon. Opening ceremonies for the festival will follow at 5:30 p.m., and Mr. McChesney will participate in the event, along with the Edmonds Yacht Club Commodore. Sea Jazz will also perform in the public plaza on June 2nd and 3rd.
- Following the two events that are part of the Waterfront Festival, Sea Jazz will begin the summer season by playing at the public plaza on Wednesdays from 5 to 7 p.m. and Sundays from 1 to 3 p.m. The events will feature local jazz musicians from the Edmonds School District, as well as some guest performances by musicians from the School of Rock.
- The Edmonds Arts Festival will be June 15th through 17th. In exchange for the Port's sponsorship, the Edmonds Arts Festival Foundation has offered the Port a booth at the event. Ms. Williams and Mr. McChesney will be staffing the booth, but Commissioners are invited to participate, as well. Mr. McChesney reviewed, that in the past, the Commission has authorized the Port to sponsor the youth art program with a \$1,000 donation. In exchange, the Edmonds Arts Festival Foundation organized the Artists in Action Program that took place along the waterfront on Sunday afternoons during the summer. This program seemed to fizzle out in 2017. Rather than reenergize it, the Edmonds Arts Festival Foundation has offered the Port a booth at the festival in exchange for its \$2,000 contribution. He said he sees this exchange as a type of public outreach.

Commissioner Faires said he sees having a booth at the festival as an opportunity for Port staff and Commissioners to interact with Port District residents who attend the event. He said he looks forward to participating along with staff. Ms. Williams advised that, in addition to having a booth, the Port is listed in the foundation's website and in the event brochure as a sponsor.

Commissioner Orvis commented that, for those who have not attended the Edmonds Arts Festival, the art displays inside the Frances Anderson Center are amazing. The artwork on display is professional and beautiful. The judged art is as good as you will find in any art gallery. It was noted that the Edmonds Arts Festival is the 2nd most popular arts festival in the state, 2nd only to Bellevue. The Edmonds festival has been a community event for the past 60 years.

- The Port will celebrate its 70th anniversary with a special community event on August 4th from 11 a.m. to 3 p.m. The intent is to celebrate this important milestone with the community. Tenants and residents of the Port District will be invited to attend. The event will feature free hotdogs, live music, Classic Cars, and free t-shirts. In addition, Annie Crawley will do another marina clean up dive, and organizations will be in attendance to provide boating and diving education to participants. As currently planned, staff will handle the logistics during the event, and the Commissioners will mingle amongst the guests.

COMPLETED PROJECTS

Mr. McChesney explained that, during the winter months, maintenance and operation staff spends a significant amount of time performing maintenance projects throughout the marina. He reviewed the projects that were completed over the past winter as follows:

- All of the roofs and gutters on the marina sheds were cleaned. The project required 201 man hours to complete and was necessary to prolong the life of the roofs. In addition, all of the through rods on I, J and K Docks were examined and tightened as needed. These through rods are an integral part of the structures. If they become too loose, the structures start to rack, causing deterioration that requires additional maintenance.
- There is a utility line chase-way that runs along I Dock to the fuel dock, and the utility lines were covered with concrete panels that had chipped and sprawled. These concrete panels were heavy and difficult to maintain. Over the winter, the cement panels were replaced with fiberglass panels. He commended staff for finding a better long-term solution for this problem. The total cost of the project was \$10,309.15.
- Staff spent about two months grading and reconfiguring the north gravel lot. Wheel stops and signage were installed to make better use of the space, which generates a significant amount of revenue from the commuter and Arnies Restaurant parking. He said he considers the work to be a high value project.

Commissioner Orvis reported that he recently read an article in THE SEATTLE TIMES where Edmonds is specifically mentioned as a location where Sound Transit plans to start charging for parking. It was noted that parking is very limited for the station in Edmonds. He suggested that now might be a good time for the Port to reach out to Sound Transit and the City of Edmonds to work together to come up with a solution. If Sound Transit starts charging for parking, it will place an additional load on the available parking in the downtown and waterfront as commuters try to avoid the parking fee.

Mr. McChesney reported that, just last week, he had a conversation with a Sound Transit consultant. As part of the conversation, he mentioned that the Port's work plan includes a feasibility study for a potential structured parking facility. The consultant indicated that Sound Transit may be interested in partnering with the Port in this effort. He advised that the parking demand will be driven by Sound Transit, commuters from Kingston and visitors to the new Community Center that will replace the existing Senior Center. The feasibility study will study existing inventory, permit requirements, and the economic viability of a structured parking facility. He summarized that Sound Transit may be willing to construct the parking structure, but they do not want to operate it.

Mr. McChesney recalled that, several years ago, the Port leased a lot to Sound Transit for parking while the platform was being constructed. There was some discussion about extending the lease long term. However, due to Americans with Disabilities Act (ADA) requirements, Sound Transit opted to enter into a contract with Salish Crossing instead. It now appears that the demand drivers have exceeded expectations, and it could be a good time to have discussion with Sound Transit about the idea of creating a modest parking structure for paid parking.

Commissioner Faires asked when the Port's feasibility study would get started. Mr. McChesney responded that the Port is ready to kick off the study at any time, but they have not issued a request for proposals yet. Sound Transit may be interested in partnering with the Port to complete the study, which is identified in the Port's 2018 work plan.

Commissioner Orvis commented that there are a lot of players and much thought needs to go into identifying the appropriate location for a parking structure. It would be nice if it was located in the Port's northeast lot, but it may be better located somewhere else. However, the Port could still be involved in the solution. Commissioner Faires reminded staff that about 18 years ago, a previous Executive Director put together a parking structure plan for the northeast lot, and this plan might be a good place for the feasibility study to start.

- Improvements on A Dock are underway at this time. Port staff has been in conversations with Dry Storage customers regarding the revised operations scheme, which has gone over quite well with the exception of just a few customers. As part of these conversations, the Port promised to provide a new security gate, new overhead lighting and new water spigots. This work is currently being accomplished by the Port's maintenance staff. He said he is proud of the staff's ability to figure out new and better ways to serve customers and maintain the facilities.

Mr. McChesney reported that, in addition to maintenance work and projects completed by staff, two projects were contracted out over the winter months:

- The Port invested approximately \$180,000 to remodel the public restroom, and the project was completed in March. In addition to improving the restroom facilities, a laundry facility was also added. This was a timely and high-value project, particularly as they were able to solve the water intrusion problem from above.
- The fuel dispenser replacement project was completed last week and was the last part of a chain of projects at the fuel dock. Commissioner Faires asked how the fuel system software interfaces with the Port's accounting software. Ms. Drennan answered that Port staff has to enter accounting information manually. So far, they haven't been able to find a way to pull the information out from the fuel system.

Commissioner Orvis asked how the new pumps are working. Mr. McChesney reviewed that the previous pumps dispensed fuel at a top rate of about 15 to 20 gallons per minute. While this worked okay for the Chilkat Express, PSE's new boat has a much larger tank and the Port made a commitment to upgrade the pumps to deliver at a faster rate. The new pumps were designed to deliver fuel at a rate of 35 gallons per minute, but there was some concern that would be too fast for smaller boats. The Port decided to upgrade only one of the pumps to the faster rate. However, after the pump was installed, it wasn't able to achieve the designed flow rate because the turbine inside the tank was insufficient. The Commission authorized a turbine upgrade to enable the pump to reach its maximum potential, but it was determined that a turbine of this size would require a new transformer and additional wiring. Port staff recommended against this additional cost and suggested a 2-horsepower diesel turbine replacement at a cost of \$10,000. The Commission authorized the purchase, and the equipment was installed. While testing is still being done, it is anticipated that the flow rate will be between 25 and 30 gallons per minute. PSE has been apprised of the situation, and the new equipment is fully operational at this time.

EXECUTIVE DIRECTOR'S REPORT

Mr. McChesney announced that Kevin Danberg, a 28-year employee of the Port, has tendered his resignation effective May 1st. He explained that Mr. Danberg's personal circumstances were no longer compatible with the Port's needs (weekend supervision), and he was able to find a new work opportunity elsewhere. This gives the Port the opportunity to reorganize Marina Operations into a two-supervisor format without adding additional staff. He summarized that Mr. Danberg has been a valued employee, and it is with a certain amount of discouragement and sadness that they bid farewell to him.

COMMISSIONER'S COMMENTS AND COMMITTEE REPORTS

Commissioner Faires reported on his attendance at the April 18th Edmonds Economic Development Commission (EDC) meeting where he presented Ms. Williams' video showing the whale watching activity at the Port and explained how the video is being shown nationally to attract customers into the State through SeaTac Airport. The video does a good job of showing how the City and the Port can both benefit from tourism into the region. At the meeting, it was noted that the video would also be shown to the City Council in May. Commissioner Faires advised that, following

the video presentation, the EDC had a 45-minute discussion about the benefits associated with the whale watching activity and how the City and local businesses could take advantage of the 20,000 to 30,000 people who come into the community to participate in whale watching excursions. They shared ideas for how to get the visitors from the waterfront and into the community. They agreed that there is a real opportunity for the community, and Ms. Williams will participate in future meetings to talk about how the City can affect positive changes to capitalize on this opportunity.

Commissioner Orvis reported on his attendance at the Regional Trade and Economic Development Alliance (RTEDA) meeting where about 20 people were in attendance, including representatives from Alaska Airlines, Boeing, J.P. Morgan, Microsoft, Washington State University, University of Washington, cities of Bellevue, Everett and Seattle, and Pierce, King and Snohomish County. One interesting and humbling observation that was made at the meeting was that places that have their act together are places that no one had noticed before. A tremendous amount of data was put together and there was extensive effort to bring new companies and economic development into these communities. Some examples include Boise, Kansas City and Houston. It all came down to having good plans in place and then executing the plans. It was noted that the Economic Alliance of Snohomish County is the best example of this type of effort in Washington State. It was discussed that big companies are drawn to big cities, but they do not want to be located in them. They prefer to locate in the outskirts of large cities or in the suburbs. People still want to live where they can have a house and yard, and cities that have large amounts of land and good transportation infrastructure in place are doing well. It was discussed that the RTEDA must benefit all of the business community, and special effort should be made to make sure the little guys are not left out. They also have to work to strengthen existing industry, as well as attract new ones. The importance of preserving agricultural lands was also discussed, and it is important to be conscientious of the State's east-west transportation infrastructure, recognizing that a significant amount of the value on the west side of the state is a direct result of the agriculture on the east side of the state.

Commissioner Harris announced that the Environmental Committee would meet next week to prepare a draft Green Port Policy for the Commission's consideration. She advised that she and Commissioner Orvis would also attend the EASC's regional transportation roundtable next week. In addition, she plans to attend a meet and greet event with Woodway's Mayor Nichols. Lastly, she reported that she attended the Edmonds Yacht Club's general membership meeting, where some members informed her that they were considering leaving the Port because of lack of facilities. However, they were pleased with the new restroom/laundry facilities and have decided to stay.

Commissioner Preston said he also attended the Edmonds Yacht Club's general membership meeting on April 24th, where the Sea Scouts were briefly introduced to the group. He said he was also present when Puget Sound Express christened its new boat, the M.V. Saratoga. In addition, he advised that he and Mr. McChesney would attend the May 22nd City Council meeting to provide a brief presentation on Port activities, and he will be working with Joe Scordino to do some stream measurements at Shell Creek and the Edmonds Marsh. Lastly, he said he and Commissioner Harris will attend the May 23rd Save the Marsh meeting.

ADJOURNMENT

The Commission meeting was adjourned at 7:45 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "James Orvis". The signature is written in a cursive style with a large, looped initial "J".

Jim Orvis
Port Commission Secretary