

**PORT COMMISSION OF THE PORT OF EDMONDS**  
**MINUTES OF REGULAR MEETING**

**January 27, 2014**

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**COMMISSIONERS PRESENT**

Jim Orvis, President  
David Preston, Vice President  
Bruce Faires, Secretary  
Mary Lou Block

**STAFF PRESENT**

Bob McChesney, Executive Director  
Marla Kempf, Deputy Director  
Tina Drennan, Finance Manager

**OTHERS PRESENT**

Bradford Cattle, Port Attorney  
Karin Noyes, Recorder

**COMMISSIONERS ABSENT**

Fred Gouge

**CALL TO ORDER**

Commission President Orvis called the regular 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**

Items B and C were pulled from the consent agenda.

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

- A. APPROVAL OF AGENDA**
- D. APPROVAL OF PAYMENTS IN THE AMOUNT OF \$1,853,117.78**
- E. AUTHORIZATION FOR EXECUTIVE DIRECTOR TO WRITE OFF \$6,524.85 AND SEND ACCOUNT TO COLLECTIONS**
- F. APPROVAL OF CARPET PURCHASE FOR ADMINISTRATIVE OFFICE REMODEL**

**COMMISSIONER BLOCK SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.**

**APPROVAL OF JANUARY 13, 2014 REGULAR MEETING MINUTES AND JANUARY 14, 2014 STRATEGIC PLAN MEETING MINUTES (Items B and C on the Consent Agenda)**

**COMMISSIONER FAIRES MOVED THAT THE COMMISSION APPROVE THE MINUTES OF JANUARY 13, 2014 AND JANUARY 14, 2014 AS AMENDED. COMMISSIONER PRESTON SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.**

**PUBLIC COMMENTS**

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

### SMALL WORKS ROSTER CONTRACT AWARDS

Mr. McChesney advised that this is a housekeeping item required by State Statute (RCW 39.04.155) to list the small works contractors from last year. Staff recommends the Commission accept the 2013 Small Works Roster Contracts Awarded.

### SLING LAUNCH RENOVATION UPDATE

Mr. McChesney updated the Commission on the progress of the Sling Launch Renovation Project. He reviewed that a contract was awarded to IMAC in November of 2013. Since that time the contractor has ordered the necessary materials, and the parts are currently being fabricated. Installation is anticipated in February, and the contractor is confident that the launcher will only need to be shut down for three to five days for installation. The project is essentially on schedule and should be finished by the first week of March.

Commissioner Preston asked if the Port would have the option of using the other launch during installation. Mr. McChesney said he does not anticipate the contractor will allow launch activity to occur near the construction site during installation. Using other Port equipment to launch boats would not be a preferred option as it would be costly. The Commission emphasized the need to notify the tenants, the public, and the Edmonds Yacht Club that the launcher will be down for several days.

### APPROVAL OF PURCHASE OF JOHN DEERE TRACTOR

Mr. McChesney explained that a tractor would provide a mechanical platform that could be modified with different implements to perform multiple tasks at the marina and Harbor Square. The proposed purchase would enable staff to complete most of the landscaping, parking lot and other projects in house. He noted that the John Deere tractor is listed on the Washington State Contract, which means that the State of Washington has already bid out the product in accordance with Washington State Law. The Port participates as a member of the Washington State Contracts Program and can purchase the tractor without having to bid it out.

Mr. McChesney referred to the quote attached to the Staff Report, which is good through January 31, 2014. He advised that the tractor would be delivered approximately three weeks after the Port accepts the quote. The 2014 Capital Budget includes a tractor in the amount of \$30,000, and the proposed cost is \$26,307.74 plus sales tax. He summarized that the proposed purchase would meet the Port's mission to provide a high level of customer service consistent with the values of the clients and ensure that Port facilities are attractive, safe, clean, user friendly and readily accessible. The purchase would include not only the tractor, but various attachments to increase the Port's capabilities to perform work in house. He recommended the Commission approve the purchase as presented in the Staff Report.

Commissioner Faires asked about the depreciation schedule for the new tractor. Ms. Drennan answered that she anticipates Mr. Menard will assign a depreciation schedule of 15 years.

**COMMISSIONER FAIRES MOVED THAT THE COMMISSION AUTHORIZE THE EXECUTIVE DIRECTOR TO PURCHASE A JOHN DEERE 3520 COMPACT UTILITY TRACTOR AND ACCESSORIES AS PER QUOTE ID NUMBER 8961278 IN THE AMOUNT OF \$26,307.74 PLUS SALES TAX. COMMISSIONER BLOCK SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.**

### EXECUTIVE DIRECTOR'S REPORT

Mr. McChesney reported that Jacobsen Marine's proposed project received approval from the Architectural Design Board (ADB) and the building permit process is on schedule. They fully expect to start construction before the end of February. He noted that the ADB required the applicant to add more detail around the bottom exterior perimeter to make the building appear more appealing and to scale.

Commissioner Block asked if Jacobsen Marine provided additional renderings of the proposed building. Mr. McChesney answered that the renderings presented to the ADB are the same ones that were presented earlier to the Port Commission.

Mr. McChesney reported that staff has worked with Anthony's to resolve an on-going odor problem. The Port partnered with Anthony's to hire a special building hygiene consultant for a nominal charge. The problem was identified and the issue has been resolved at no additional expense to the Port and minimal expense to Anthony's.

Ms. Kempf announced that the Seattle Boat Show is in progress and has been very well attended. There appears to be renewed interest in people purchasing boats, and the Port's booth has been busy. They have holds on 33 or 34 spaces so far (7 for trailer or dry storage and the remainder for water moorage). People have until February 10<sup>th</sup> to contact Port staff to finalize agreements. The Port's promotion that offers a moorage rate of \$20.14 for the 1<sup>st</sup> and 12<sup>th</sup> month has been popular. She concluded that the Port anticipates the shoulder season will shrink quite a bit this year.

Mr. McChesney observed that Port staff has done a remarkable job setting up and manning the Port's booth. They have represented the Port well, and he is impressed with the number of people who have stopped by who are familiar with the Port and had good things to say.

Commissioner Faires asked what other marinas are represented at the Boat Show. Ms. Kempf answered that a lot of marinas have a booth at the show. She advised that the Northwest Marine Trade Association (NMTA) is the sponsor of the event, and they have tried to locate the marina booths closer together. Commissioner Block suggested it would be helpful to provide a map showing the location of the various marinas and other important locations.

Ms Kempf provided an update on House Bill 2462 regarding derelict and abandoned vessels, which is sponsored by Representative Hansen. She advised that she was invited to participate on a team to provide feedback to Gerry O'Keefe of the WPPA, and all of the team participants appear to be in opposition to the way the bill is currently written. She advised that Mr. O'Keefe has prepared a one-page summary of concerns associated with bill. The summary notes that derelict vessels do not come from inside marinas. It also notes that marinas are not state revenue agencies. The bill would require that marinas add an additional fee to the cost of moorage, and the money would be placed in a fund to pay for derelict vessels. The legislation also suggests that marinas should be responsible for verifying registration and insurance responsibility at the time of lease and renewals. This requirement would not provide any additional protection for marinas; its sole purpose would be to support the bill and ensure that marinas are involved in its enforcement. She expressed her belief that it is not appropriate to put public and private marinas in the position of enforcing state requirements.

Ms. Kempf reported that in further discussions about House Bill 2462, Representative Hansen asked if marinas pay other taxes. She pointed out that the Port of Edmonds paid taxes of more than \$2.3 million over the last five years to the State of Washington. Adding an additional cost would impact marinas' ability to charge the rate needed to maintain facilities. She recalled that when the bill was presented last year, it was suggested that the State could add an additional fee to the cost of registering a boat to fund derelict boats.

Ms. Kempf announced that there are currently two open staff positions. The Port has advertised the Security Officer position, and they will advertise the Staff 3 (Travelift Operator) position soon.

### **COMMISSION COMMENTS AND COMMITTEE REPORTS**

Commissioner Preston commented that he recently visited the Washington Public Port Association's (WPPA) facility in Olympia and was pleased to see how close it is located to the capital.

Commissioner Preston announced his plan to attend the Boat Show on January 28<sup>th</sup>. He also invited Commissioner Orvis and Mr. McChesney to join him on a visit to the Pybus Market in Wenatchee on February 5<sup>th</sup>. Commissioner Orvis and Mr. McChesney agreed to check their schedules and get back with Commissioner Preston.

Commissioner Preston advised that Ms. Barnes is putting together information for a group to meet to discuss web page planning.

Commissioner Faires announced that he would attend a meeting of the Washington Tourism Alliance on January 28<sup>th</sup> in Olympia. He explained that the Alliance is a private organization that is attempting to find a way to use the state process to collect funds from private industries that depend on tourism trade. However, rather than placing the funds in the State's general fund, they would be managed by the Alliance. The Alliance is proceeding with its mission, and they have introduced Senate Bill 6195 and House Bill 2229 to further their goal. Everyone, both private and public, agrees that Washington state tourism efforts are less than optimal. Moving forward in a legally and politically acceptable manner has been difficult, but they are making progress. He noted that Stephen Clifton will represent the City of Edmonds at the Alliance meeting.

Commissioner Block reported that she enjoyed working at the Port's booth at the Boat Show. It was fun to talk to people who are interested in the Port. Commissioner Orvis agreed and noted that he recently read in the *BOAT USA MAGAZINE* that they are expecting a 5% to 7% increase in boat sales next year.

Commissioner Orvis reported that he would attend the upcoming WPPA Legislative Committee Meeting. Of interest is legislation that would combine ports, which is being presented for the third time. The legislation would basically make Snohomish County a revenue source for the Ports of Seattle and Tacoma. He noted that the legislation has been introduced, but it has not yet been scheduled for a hearing.

Commissioner Orvis referred to a recent article in *THE SEATTLE TIMES* regarding legislative hearings where the Department of Ecology (DOE) was very contentious because members of the senate committee felt very strongly that the DOE is making their own rules. Representatives from the WPPA testified and many agreed that the DOE should only be granted authority to make rules after the goals and objectives have been identified. The legislature is starting to figure out that some of the requirements are not reasonable or even possible.

Commissioner Orvis said a bill has also been put forward related to training for elected officials. He recalled that the Port Commissioners participated in training that was sponsored by ENDURIS, and that is likely how they will address the situation in the future.

#### ADJOURNMENT

The Commission meeting was adjourned at 8:15 p.m.

Respectfully submitted,



Bruce Faires  
Port Commission Secretary