

**PORT OF ANACORTES  
CAP SANTE MARINA ADVISORY COMMITTEE  
MEETING MINUTES**

**THURSDAY September 11, 2014- 5:00 PM  
PORT ADMINISTRATIVE OFFICE - COMMISSION ROOM**

**Members present:** Bret Andrich, Mary LaFleur, Jeff Marrs, Robin Pestarino, John Richards, Joe Verdoes, and Danielle Vincent. On behalf of the Port from the Marina – Joe Brannon

**Members absent:** Jay Field, Andy Schwenk, Mark Lione, Howard Bean, Stuart Currie, Erica Pickett, and Greg Mustari.

**Port Staff present:** Chris Johnson, Joe Brannon, Ken Hansen and Julie Johnson Lindsey, as well as Commissioner Pat Mooney.

**Guests:** None.

**Call to Order:** The meeting was called to order by Bret Andrich, serving as Chair on behalf of Jay Field, at 1700.

**Introductions:** Introductions were made.

**Chair's Comments:** Bret requested that Julie send a link to where the minutes are posted on the Port's website for Advisory Committees.

**Public Comment:** Public Comment was opened by Bret – There were no public comments.

**Old Business discussion:**

- **Event Tent** –

Joe Brannon noted this item from the past agenda for additional input/discussion. Mary reported that many had expressed a need for having a large event tent, ideally owned by the Port, which many groups would use at the Marina. She noted Howard had mentioned a permanent pole barn style structure, with the pole bases inset into the concrete, a roof and side curtains that could go up quickly as needed.

Chris pointed out the Port has 2 possible event building sites on the newly North & West Basin Plan adopted addendum to the Comprehensive Plan. Mary thought these might not be close enough to the water for use by boat shows. She noted in Seattle people have to walk through tents with displays and vendors in order to get to the boats, and that was not the case here. She believed there would be a larger vendor turnout if there was more value in terms of attendance and getting people through the vendor area. She felt the tent portion of these events was losing money due to a lack of foot traffic. Due to the position of fire hydrants, the City has said the tents cannot be placed closer to the central pier. She further explained that attendees don't pay, but vendors do, and fewer vendors wanting to have displays meant less money raised from vendor fees. Greg and Joe V. thought it was worth asking the Port to look into further. Mary thought having such a tent structure would help Anacortes to draw events like the Wooden Boat Festival.

Joe noted plans to place the activity floats along docks C, D, E, and F along the inside. Vendors can use these for the Fall Boat Show. Mary agreed this would be beneficial, they would be protected and that more people might rent them in the winter if they were closer to the central pier.

Joe Verdoes asked whether other future development sites, that he thought might be better for an events center, might be looked into. Chris explained those sites, such as the ones used in the past by the Salmon Derby and the Boat Shows could be used temporarily, but the potential sites for an events center would be those shown in the Comprehensive Plan update.

- North End Development Plan

Robin reported that OARS sent a proposed Memorandum of Understanding (MOU) to both the City and the Port in July, but neither entity had provided any feedback or changes. OARS will be asking both the City and the Port to move on the MOU which has not been signed by either yet. She noted the first responses received were positive and it could be that the summer is a busy time for both entities and they haven't had time to examine the MOU and follow-up. Chris noted the MOU was reviewed briefly as a discussion item at a Commission meeting recently and staff from both the Port and City were working through the details entailed in OARS request and would bring it back to the Commission at a later date for further consideration.

- B-Dock and Fishing Fleet –

Greg asked if there was more discussion regarding this item, concerning the release program and changes to it. Fishermen had complained that at times their slip was filled after returning from fishing, crabbing, etc. Joe B. explained the Marina no longer has a "summer release" program. Commercial fishermen and all other tenants can keep their slip if they have an annual moorage agreement. This also entitles them to take advantage of the Marina's credit back program (informing the office of when they'll be gone and receiving a credit for the Marina assigning any other vessel to their slip temporarily while they are away) or the option to sublet their slip themselves, subject to Marina office approval of the Sublette. Many commercial fishing tenants have not signed annual agreements.

Danielle noted in the summer, AYC is always looking for slips. She explained if they know they have tenants who would sublet and could have a list from the Marina office they could most often fill them. She noted AYC had a good relationship with the Port and could contact commercial fishing tenants with interest in subletting. Joe B. noted a lot of the time the office doesn't hear from recreational tenants until the week of their departure. With commercial tenants, it may be easier to have advanced knowledge.

John observed the credit back system seemed simpler than subletting, especially for the short term, with subletting being more of a long-term option. Chris agreed and noted the Marina was completely full from April through the first of September this year.

Joe V. noted most fishermen pay monthly, and haven't had annual agreements. He asked how many had been impacted by the discontinuing of the summer release program. Chris noted the Port had rolled out the program last year at this time to address moorage at the Marina. It was advertised on the Port's website, in the office, and included in the updated rules and regulations for all tenants. Joe V. observed that many Commercial fishermen and users may not have gotten or understood the information. Bret agreed, noting there was no

substitute for quality communication and giving people plenty of time to review the changes. Robin suggested placing information in the monthly billing statements. Joe B. noted that was done last year, but could easily be done again. Danielle observed that AYC puts information in their newsletters too, but know that only 25% of those who receive them actually read them. Mary suggested a brightly colored slip of paper placed inside a billing statement is more eye-catching and alerts people to read about the change.

Danielle inquired whether moorage tenants can pay their bill on-line via the website. She noted AYC has an “owners” section on their website that has special announcements and information for yacht owners.

Joe V. noted the Marina office should have anticipated that some of the commercial tenants might not get the information or might not have understood it. Bret agreed. He observed the bulletin board at the entrance to B-Dock was likely the best form of communication for those commercial tenants.

Joe V. asked what would be the outcome for those who did not hear of the change made last year and who were surprised by the cancellation of summer release and a need for a permanent moorage agreement to guarantee their slip. Joe B. explained the Marina would make certain they have slips, although it may not be their favorite slip. Chris noted this would be discussed with the Marina staff. He voiced appreciation for the committee’s input, noting there had frequently been problems in communicating with all commercial tenants, especially fishermen regarding changes for moorage.

## **New Business discussion**

### T-Dock –

Joe B. introduced Ken Hansen from the Port’s facilities department. Ken thanked the committee for their input, along with input received from users of both docks. He provided a status update on T-Dock where the Port will be installing two 1-ton cranes initially and will plan to install a 2-ton crane later next year. Ken and Chris explained there have been delays to the installation of the 1-ton cranes due to issues with the crane manufacturer that was selected by the contractor, but did not meet the specifications of the Port. The Port requested the contractor select a new crane manufacturer that could meet the specifications. Working through this with the contractor has caused a delay of the project until January, 2015 for the two 1-ton cranes.

Bret noted he had been very involved in the user group for this project and noted this delay had not been communicated to him or to the user group. He observed if the user group was integral to the project, then common courtesy would be to keep all informed and keep the flow of information going.

Chris explained the Port was pushing the contractor to get this done and trying to avoid having to take legal action to move the project forward. Because of trying to work with the contractor and uncertainty over the crane provider, it was difficult to provide information to users any sooner. The Port is scheduling a user group meeting to update all on the project.

Brett noted crab season was approaching and John observed there would be eight change outs between now and January that the cranes were important for. Bret noted it was appropriate for the Port to invest in additional parts to maintain the existing cranes during

this time. John noted the south crane especially kept breaking down and Port staff had been very good about fixing it quickly.

### T-Dock Parking Lot Fog Seal and Striping

Ken reported on this project, noting the Port wished to preserve the asphalt with the biggest concerns for the project being maintaining the opening to T-Dock, the net sheds and boat launch traffic while doing the sealing and striping. Ken explained the flow of traffic improvements and signage. Bret asked for the signs to be large. He suggested they state something along the lines of, "Boat Launch trailers use next right at the 11<sup>th</sup> Street Entrance. Do Not turn here" at 10<sup>th</sup> Street.

Ken reviewed the parking lot plan. The same number of spaces will be kept, 48 upland and 5 along the water for a total of 53 spaces. By performing some reconfiguration all spaces will be 10' wide instead of 8' wide. The fire and loading zone is in the 6' closest to the buildings. This is supposed to be open and free of any pallets or other materials. There are currently pallets stored in these areas that have to be removed. Bret noted this is a large change that will need to be communicated to all who use the web lockers. Ken noted the project will start in October. Joe observed the 10' width will help a lot.

On the subject of signage, Mary noted a need for a "yield for pedestrians" sign along the Marina side of the trailer boat launch roadway where many people cross to go to Safeway, as she has seen a lot of near misses. Ken noted the Port has requested a cross walk marking across Q Avenue from the City. Mary and Bret explained this is also necessary in the parking lot and roadway on the Port's side. Bret also thought it was worth considering a crosswalk across the interior roadway as a warning to trailer traffic leaving the boat launch.

Ken will look into this. He explained the project would occur in two phases to try to minimize impacts and keep lanes open.

Bret pointed out concerns with pedestrian traffic near the boat launch. He noted cars speed through that area and there needed to be more signage or painted areas to define a need to go stop and proceed slowly. He suggested a bold yellow line to denote caution. Mary agreed, noting paint was inexpensive. Danielle asked whether speed bumps could be used. Bret explained that speed bumps were bad for trailers. Robin noted that as a newbie, using the trailer boat launch she would love to have lines and arrows to help direct her on where to go.

Chris noted there was still some work to be done. The Port will look at these suggestions and will let Bret and the committee members know the planned outcome. Commissioner Mooney agreed and supported Bret's suggestion of large signage and painted "flow" directions. Bret said it would not be too simplistic for signs to say, "Turn here" and "Don't turn here."

### A-Dock Demo and Replacement

Ken reviewed the conceptual plan for the new dock/slip configurations. The whale watch boats will have new angles slips in the southwest corner, providing more direct access for users. Chris noted the project is budgeted for planning and design in 2015, followed by permitting, with actual replacement in 2018/2019. Cost estimate is about \$3 million dollars.

Scheduling next meeting –

Bret asked for input on scheduling the next meeting. The committee consensus was for November 13<sup>th</sup> at 5:00 p.m.

**Adjournment** – Hearing no other business, Bret adjourned the meeting at 1800.

Next Meeting – November 13<sup>th</sup>, 2014