

**PORT OF ANACORTES  
CAP SANTE BOAT HAVEN ADVISORY COMMITTEE  
MEETING MINUTES**

**THURSDAY March 14, 2013- 5:00 PM  
PORT ADMINISTRATIVE OFFICE - COMMISSION ROOM**

**Members present:** Jay Field, Andy Schwenk, Dave Groves, Greg Mustari, Mary LaFleur, Ken Crews, Bret Andrich, Mark Lione, and Joe Verdoes

**Port Staff present:** Dale Fowler , Sheila Maher, Bob Hyde, Chris Johnson, Becky Darden, Jenkins Dossen and Julie Johnson Lindsey, as well as Commissioner Pat Mooney.

**Guests:** Pat Barrett, Marina tenant

**Call to Order:** The meeting was called to order at 1700.

**Introductions:** Dale Fowler introduced new appointees Mary LaFleur – returning to the Committee as a large boat owner, and Mark Lione – serving on the Committee as the at-large member and owner of neighboring business – Cap Sante Inn

**Public Comment :** Public Comment was opened and there were no public comments.

**Chair's Comments:** Chair Jay Field welcomed all in attendance.

**Old Business discussion:**

- **Membership Recruitment & Member Confirmation**

Jay noted that attendance had been spotty by several members. He asked for input regarding what the Committee Bylaws say about attendance and whether the Committee would like to recommend adding new members, fire those who are not participating, or any other ideas on how to proceed regarding membership.

Dale explained that the Committee is bound by the Bylaws as set by the Port Commission. The Committee operates as a tool that serves the Commission who values the members input. He reviewed the make-up of the Committee as decided by the Commission and set forth in the Bylaws, and those who are currently serving in those categories. If and when there are openings in one of those categories, both Port staff and Committee members may suggest new members. Committee members are approved by the Commission.

Bret and Greg observed that having active and participating members with more than 50% attendance was important for the Committee to be effective and thought new members should be considered if others were not able to keep their commitments.

Jay noted there are three members with low attendance. Dale and the Port staff will make personal calls to those Committee members who have less than 50% attendance and request their decision on continuing service to the Committee.

- Boat Shows

Dale passed out samples of some of the “goodies” distributed by the Port at the Seattle and Vancouver, B.C. boat shows. Cap Sante Marina was well received in Seattle, with hundreds of boaters, including many tenants and other former visitors stopping by to say hello and talk about how much they enjoy the Marina. Dale noted boat shows, though a large time expenditure for staff, were important to the promotion of the Marina. New for the Port this year was participation in the Vancouver boat show. The Port is working on tapping into the Canadian visitor market. Staff found Vancouver to be refreshing, with the attendees very down to earth and interested in Cap Sante. In order to help track the effectiveness of attendance, the Port distributed fuel discount cards to Vancouver show attendees, and will keep track of any that are used.

Dave noted one of the most important aspects of the Marina is the cleanliness of the restrooms and the warm air hand driers. He praised the work of Dale and staff who do a great job of maintaining the Marina.

- Liveaboard Program Update –

Dale reported the Port is “getting all ducks in a row” preparing to advertise and accept applications for liveaboards at the Marina. Liveaboard tenants will be spread out throughout the Marina. 32’ minimum. Liveaboard tenants will need to sign a special contract with additional rules and regulations, as well as complete and pass a background check in order to be approved. In response to questions from the Committee, Dale explained that all liveaboards will be in recreational moorage slips, none at A or B docks. All liveaboards will have mandatory pumpout service at a cost to them of \$70 per month. Pump Me Out services will provide the Marina with a report of services rendered.

- Strategic Plan - Updates to the Marina Section–

The latest updates based on input received and on Commission discussions was distributed. Commissioner Rubin was unable to attend this evening. Please send any comments on the updates to the Marina portion of the Strategic Plan to Julie at the Port, who will provide them to Commissioner Rubin.

## New Business discussion

- Marina Management Changes –

Dale announced that in preparation for his eventual retirement the Marina management team would be restructured to continue moving the Port forward to the next level. He introduced Sheila Maher who will now serve as the Marina Services Manager. Dale will now serve as Marina Operations Supervisor. He noted he would be there to support Sheila. While he believed Cap Sante was a premiere marina, he acknowledged there is always a need to make continual improvements.

Sheila provided some information on her background for the Committee. Prior to coming to the Port, she served as Asst. Harbormaster at a 750 slip private marina in California. Sheila and her husband are long-time boaters, owning a sailboat in the past and currently a power boat, and are members of the Anacortes Yacht Club. Sheila noted she loves working with

Dale and the Marina team. As part of the restructuring, Dan Burns has been promoted from the Fuel Dock to serve as Marina Office Supervisor. Brad Johnson will be the Port's primary lead at the Fuel Dock and back from last summer as a now full-time hire, Vickie Moore will serve in the office as Marina Customer Service Representative. Dale and Brad will be out on the docks, along with Ryan, who has worked for the Port for 4 summers and is now part of the full-time summer staff.

Dale noted both the boat launch and the fuel float will be staffed as needed throughout the year, with additional staff during the summer months to meet demand.

- Review Small Slip Vacancies –

As requested at the last meeting, Dale provided a report on the past three year history of small slip vacancies. He noted vacancies are tracked monthly for all slips, with the number of openings declining as summer approaches. In January of this year there were 158 vacant slips, in February 114 vacant slips, and as of this meeting, 93 vacant slips. Dale noted the Marina is on track with prior annual trends. In depth, Dale reported there is strong seasonality for slip vacancies, especially for smaller boats of 30' or less. 60 of the 158 slip vacancies in January, 47 of the 114 in February, and 40 of the slips as of today were for slips 30' and under. The Marina office assigned 75 slips this week and 14 this past Monday alone, which is common as the weather improves. The information presented applies to all permanent moorage slips and not guest tenants.

Discussion - Andy noted the information by month and year were helpful to see the numbers by season, but he would like to see just a year by year comparison graphic. Joe asked why the numbers were worse so far this year as compared to last year. Dale explained that E & F Docks were not included this time of year last year, as they were just being completed. Ken observed that with dry storage being cheaper, it might make sense for the Port to consider lowering moorage rates in the winter to entice people to leave their boats in the water. He thought getting even  $\frac{3}{4}$ 's of the moorage would be better than none and noted it costs money for people to remove and store their boat. Jay observed that if that were the case, the Port would have to lower all rates and would lose full price revenue from year round tenants. Chris explained this was exactly the concern the Port discussed last year in trying to find a temporary winter rate for new customers, but was really not successful. It is important for the Marina to have a balance of permanent and guest moorage. In response to a question from Andy, Chris explained the Marina has received certain grants that require a percentage be available for transient moorage.

Dale noted the Port has worked hard at marketing transient moorage guest nights and boating group rendezvous. He praised Sheila's work on rendezvous especially. Mary noted there had been an influx to Anacortes Marina because they offer covered moorage, which Cap Sante does not. Sheila observed that requests for permanent moorage are up so far this year and there may be far fewer permanent slips available by May and the Port will once again have waiting lists for multiple slip lengths. In response to Ken's observation that E & F docks looks rather empty, Sheila noted that those docks are used for guest moorage and slips are kept open for that purpose. Andy also observed that some of the E & F and other larger slips are already paid for by tenants who elect to pay year round so that they are assured of having a slip when they are in the area. Sheila affirmed that is the case for about 10% of the moorage tenants.

Jay and Bret inquired whether the Port does evaluations to compare costs of moorage at other marinas. Dale explained that the Port reviews costs for all area marinas for comparison annually. He noted that to get the best moorage rate at Cap Sante, tenants must sign up for a minimum of 4 months. Mary suggested offering a discount for signing up for a year of moorage. Sheila noted that is something to consider and Bob explained the Port currently offers a 12 for 11 program that provides one month of moorage at no charge when paying in advance for 11 months, although not all customers can pay 11 months moorage at one time. Bob noted it is also difficult to compete with \$250 per month for dry storage and that many with trailerable boats of 30' or less will simply park them in the driveways.

- Current Rates –

As requested at the last meeting, Dale provided copies of the sheet used by the Port that shows the rates for lengths and sizes of slips. The Port bases Marina moorage rates on square footage of the slip. He noted there was a question at the last meeting about what the Marina does when boats are wider and don't fit in a regular slip, such as is the case with Tri-marans and Catamarans. For example a 30X18' boat will pay substantially more. There are a limited number of places in the marina where these extra-wide vessels can be moored in a slip and/or side-tied.

Jay inquired how many multi-hulled vessels are in the Marina. Dale reported that there are several year-round with more in the summer, when the number increases to between 8-10. Andy stated that multi-hulls are placed in distressed moorage areas and often are on the ground during low tide conditions. He believed the Marina needs to have separate pricing for multi-hulls and to provide them a discount for placement in those slips that no one else would use.

Jay inquired what the committee thought some solutions might be. Guest Pat Barrett noted he had discussed multi-hulls with Dale and Sheila. He observed the Marina cannot put a regularly keeled boat in the end slips due to too shallow of water. When it comes to useable space in the marina, he felt multi-hulls were no different than a power boat, however they do not fit in a regular slip, so they are typically placed in a shallow water condition and/or rafted. He agreed there are only a few places in the Marina that can accommodate a multi-hulled vessel. Sheila noted the Marina holds those spots for multi-hulls, including those they could rent to others. Pat observed the Marina charges multi-hulls more as a result of the Port's move to the use of square footage moorage fees. Ken clarified that multi-hulls don't fit into a slip, so the Port is charging them for the square footage used by the boat, not for the length of the dock. Dale noted the multi-hull owners would prefer it the other way around.

- Salmon Derby Update –

Jay reported that the Salmon Derby is sold out. Dates are March 29<sup>th</sup> -31<sup>st</sup>. 1,000 public tickets were sold with about 100 tickets provided to sponsors and donors.

- North and West Basin Planning Review –

Jenkins reviewed where the Port is in the planning process. The Port has held three community planning sessions in January, February, and March, with tremendous public

participation. The public was provided with a blank slate and told to bring all their ideas for discussion. The feedback has been very positive. From these three sessions, the Port and facilitator MAKERS Architecture and Urban Design have worked to develop a concept plan. That plan will be presented next month at a joint meeting of the Port, City Council, Planning Commission, and Chamber of Commerce. A key consideration is linking the Marina and Marina uplands to the downtown area. The Port's 2008 Comprehensive Plan and the City's Depot Master Plan are also considered.

Some elements included in the draft concept include reconfigured parking, an event space, a small boat center and ramp or launch area, potentially in the north end, additional incubator businesses, a relocated dog park, improved RV parking area, and a children's play area.

Committee members are welcome to submit comments or questions.

Ken noted that he hadn't attended or seen any of the draft concept planning information prior to this meeting. He noted that area was pretty prime real estate for a dog park and suggested switching its location with the picnic area to place more people closer to the water.

- Other comments – Committee Chair. Jay called for any other comments. Greg thanked Dale and Sheila for making his life easier at the Marina.

**Adjournment** – Motion by Dale, seconded by Greg. Adjourned at 1801.

**Next Meeting – June 13<sup>th</sup>, 2013**