

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

**THURSDAY September 27, 2012- 5 PM
PORT ADMINISTRATIVE OFFICE - COMMISSION ROOM**

Meeting called to order by Dale Fowler at 5:02 p.m.

Members present: Bret Andrich, Dave Groves, Andy Schwenk, Vince Sullen, Joe Verdoes, Mark Lione, and Greg Mustari

Staff present: Dale Fowler, Bob Hyde, Chris Johnson, and Julie Johnson Lindsey

Guests: N/A

The meeting was called to order at 1702.

- Public Comment Period was opened. No public comments.
- Dale noted that Chair Jay Field regretted he could not attend the meeting.
- Dale explained the primary intent of the meeting was to re-establish regular meetings and brief the Committee on current projects.

Introductions

All committee members introduced themselves and shared their backgrounds. The Committee welcomed new member Mark Lione, owner of the Cap Sante Inn, located across “Q” Avenue from the Marina. Mark will fill the “at-large” committee position.

Dale noted that Port staff is recommending changing the name of the Cap Sante Boat Haven to the Cap Sante Marina. Most people refer to the facility as the Marina. The recommendation will go to the Port Commission in the next few months. There were no objections from the Committee.

Old Business discussion:

- Updates and Status Reports
 - Port Security Cameras and WiFi – Dale updated the Committee on the progress of the installation of cameras and WiFi throughout the Marina, obtained via a grant from Homeland Security. Chris noted the expected completion is by the end of December. Andy inquired whether the north end pole near P/Q would be in the way of the P/Q hoist. Dale explained there would be no obstruction. Vince asked that the committee be notified when the project is complete.
 - E/F float replacement project – Dale reported since taking occupancy of the new docks, all have been full and busy. Customers love them. He thanked Greg for the use of and skippering a Nordic Tug for the ribbon cutting ceremony.
 - Activity Floats – The new floats are 50’x20’ and fit into the new slips as well as those on C & D Docks. They have helped to draw boating rendezvous groups and are also available for public rental. The floats are covered, come with a barbeque grill and tables and chairs. The Port has received very positive feedback about the floats. It

takes 4 employees about 45 minutes to an hour to move the floats. Each weighs 75 tons.

- P/Q Hoist – Replacement of the hoist mechanism is on-going. Dale noted the new top of the hoist has been delivered to the crane company who estimates they will have it running by the end of October.
- Updated Rules & Regulations for Cap Sante Marina – Dale explained that the Port reviews these rules on a regular basis and modifies them to best reflect how the Marina does business. Proposed updates to the Rules & Regs. help to streamline and minimize processes. The Rules & Regs protect the Port and those moored at the Marina. They contain specific and prescribed guidelines from the state, which now instead of being listed in their entirety will be referenced. Copies of the updated Rules & Regs were submitted to all committee members. Please forward any comments to Dale prior to the end of October.
- Membership and attendance – review and general discussion regarding ideas to garner new members and boost attendance. Dale reviewed the purpose of the Committee. There are 13 assigned positions and affiliations to assure a broad representation of users. There are some open spaces. Andy will talk with people in the yacht charter business about serving as a representative. Dale will continue to look into filling the other open positions. Copies of the Committee Bylaws were distributed for all to review and refresh their memories of.

Discussion: Andy believed there was a need to formalize more things, such as more regular meetings, having a strong committee chair and delving into new ideas. Joe suggested a special activities category for committee membership. Bob suggested having three at large residents, adding two additional positions to the committee for a total of 15 people. Mark, Jay and Dave would all qualify as at-large members. Vince noted there were no representatives from the whale-watching businesses. Dale explained they had been asked, but had given no commitment to attend.

Bob noted the Port has implemented a lot of the ideas brought in by this committee, including better Dock Attendants in the summer, canvas bags with logos, etc.

Dale asked the committee to submit any names for potential membership to him. He planned to meet with Dustin South at the City Parks & Rec. Dept. to see if he had an interest in serving on the committee.

- Committee Meeting Schedule – All agreed the 2nd Thursday of the month is still the best day to meet and that 5 p.m. was still the preferred time. The committee discussed whether quarterly meetings were often enough unless something pressing comes up. The next meeting, if quarterly, would be the 2nd Thursday of January. Vince would like to get periodic updates, if any, via e-mail. After discussion, it was decided to meet every-other month beginning in January, after the holidays. Andy moved that meetings be held in January, March and May, seconded by Bret. Dale noted that as has been the practice, the committee would not meet during the summer and then return to meetings in the fall.

Bob noted that the Port would be focusing on planning for the west and north basin in 2013 and would welcome input from the committee. He also welcomed input regarding future planning for A-Dock and T-Dock.

Let Dale or Julie know if you have items you wish to discuss at the next meeting.

New Business discussion

- **Marina Activity** - Andy recalled there used to be a business kiosk at the top of the dock and recalled having a new information kiosk on the central pier was discussed. The Port had installed some electronic equipment but it wasn't operating or being used. Bob explained that the information screen installed at the central pier was already dated technology with everyone having a smart phone and on-line connection in-hand. The screen was very difficult to see due to glare and the electronics were affected by marine conditions. Andy wanted to improve the connection between those visiting the Marina, the downtown area, and the business community, with a stronger connection needed. Bret agreed and suggested a large map of the area, such as they have in Nanaimo. Mark noted that the old portion of downtown Mount Vernon has installed maps which are a good low-tech option, especially if the Marina office is not always staffed. He stressed a coexistence with the Marina's design and the historical look of downtown, Andy liked the bicycles the Port was providing at the Marina and would like to see a van be available as a seasonal shuttle. Dave liked the idea of physical, outdoor maps. He also thanked the Chamber for producing/providing maps for visitors.
- **Marina Facilities** – Andy noted the need for some repair facility in the Marina. He also noted the growing number of multi-hulled vessels in the Marina, some of which are sitting in the dirt at low tide, and thought this growing population should be addressed. Regarding the outside monitor screen, he thought it was a good idea, but wasn't executed properly and should be updated.
- **Tents** – such as the large one rented by the salmon derby and the boat show – Andy wondered if the purchase of a tent by the Port would be cost-effective. Dale noted the Marina was becoming more of an events center and the Port recognized the need for a venue for events at the Marina. Bob explained the Port is looking into constructing a building at the Marina to be used as an events center, perhaps at the north end. Vince asked whether parking was an issue. Dale noted that typically the only difficulty was in the central area of the Marina, mostly during festivals. Bob said the Port will be working to develop a parking plan and would like the Committee to work on that as well once planning is underway.
- **RV's** – Dave noted the Port currently has just a dirt and gravel area at the north end for RV's and inquired whether there were any plans for that area. Bob explained that at present it was a conditional use, and was a good thing to have the RV park space available, especially for young boaters who enjoy camping out. Dale noted the RV's had proved to be a key stimulation for downtown businesses this summer.
- **Marina Entrance** – Bret noted for the record his frustration and disappointment that plans to alleviate congestion at the harbor entrance had never come to fruition.

Adjournment – Motion by Andy, seconded by Vince. Adjourned at 1817.

Next Meeting – January 10th, 2013