Marine Advisory Committee Minutes

March 12, 2024

In attendance: Bud Le Mieux, John Richards, John Sanford, Mary La Fleur, Skip Dassler, Wendy Britt (virtual), Greg Dickinson, Dianna Chonka, Corey Joyce, Dan Averill, Marcus Abbott

Port Staff, Commissioners, and City Officials: Brad Johnson (HM), John Dumas (Temporary acting ED POA and Port Official), Shawn Ottenbreit (Port Commissioner), Terry Nemeth (City Official)

Absent: Brent Senff, excused, Devin Zwick, excused

Meeting called to order at 5:00 pm.

Motion and second to accept the minutes as written. Motion approved.

Executive Assistant and Public Records for POA- Cassie Novak
She informed the MAC members that she recently attended a training and found out the MAC is subject to the Open Regulation Act. It's a Transparency Law to promote transparency. The MAC is subject to this law because it was formed by the Port Commissioners, even though it is purely advisory. There are different rules about meetings, special meetings and emails and the MAC would have to go to training session. The public is still allowed to attend. MAC members can invite people they represent and could help with a presentation. Don't put public comments on the agenda.
It was suggested to get rid of public comment period.
Motion to amend the bylaws to remove the public comment from the MAC meetings. Motion seconded and passed. John Richards will email formal change to John Dumas.

Marina Happenings: Brad Johnson (HM)

- EV charging station ribbon cutting was 2/29 Leap Day. Disabled the parking lot outlets, by the office, that were adopted by the EV community for charging.
- RV Park- paving done, concrete mostly complete. Key electrical components ship the 3rd week of March. Landscaping and irrigation are in progress now. There is still a lot of work to do. Reservations to use park start June 17. John Dumas said even though it looks finished, the key thing to remember is the grass and trees are warranty items, which need to root, and cost $500,000. And John asked members to spread the word about the landscaping. John Sanford asked about a date line and John Dumas said mid to late April. It's all hinged on the electrical box. One ADA spot is required to be held for a week and second one is same day.

Reservations have been open for about a a month for the RV park. Currently using the marina management system software to take reservations. And currently demoing reservation software for a better customer experience and reduction of staff interaction . Nearing 1,000 nights booked thus far.

- Received plan set for the J-N dock repairs. The contractor chosen, their means and methods will determine the impact to tenants. IE vessel relocations.
- Seattle Boat Show went well. Floor layout changed, adjusting a lot to vendor's locations. Attendance was slightly down from last year.
- Kone Crane has been authorized to install a load cell on the PQ hoist.
- Brad gave a tour of the marina for morning and afternoon classes with the high school NCTA Marine Trade Tech. The Arctic weather made for a spirited walk and talk.

- Seasonal hiring is going very well. Almost 50% returnees across all areas. Look for them coming on board in the next few months. We will again offer the bonus program for those who work to or above 440 hrs in a season. $1,000 $2,500 tuition, $3,000 tuition if marine trades program or major.
- Took possession of a sailboat that came in over the winter. It was hauled out last week and is a going through the appeal process now, disposal will be coordinated thru Bud and his team. Will submit to DNR for reimbursement.
- Added 4 sheets of steel to T dock, for better weight distribution and to preserve the decking in the high traffic areas.
- The TBL (trailer boat launch) has been remodeled over the winter, facilities just wrapped up their portion, Ryan Fox is fine-tuning the space for maximum efficiencies. The exterior will be complete during favorable weather. He encouraged members to check it out this summer.
- Brad will be attending the PCC conference in Newport OR the beginning of April. Part of his continuing education is to attend these conferences and tour other marinas for best practice visits.
- Brad will continue his monthly inventory reports with DNR for vessels anchored out. Zero for the last two months.
- 28' slips are gone, with about (15) 26' slips left. These will go fast. On track for previous years, the weather has not been ideal and fishing season has not been announced yet.
- WL inspections in a few weeks, staff perform these quarterly to look for maintenance needs or items of concern.
- Receives report of aids discrepancy, issues broadcast notice to mariners, posts discrepancy in local notice to mariners. USCG responds, set buoy channel-ward of obstruction so mariners navigating within the fed maintained channel do not collide with it. Also issued chart correction to make it perm federal aid. USCG coordinates with Army Corp to have wreckage removed. Army Corp removes wreckage. USCG reassess the position of the buoy and, if necessary, move the buoy to provide the best signal to the mariner. Brad was thanked for continuing to communicate with them.

Brad asked when to conduct the T Dock hoist meeting. After discussion, it was determined it should be 1st or 2nd week in April.
Brad was asked about hoist track daily status overloads on PQ dock. John Sanford asked if they have identified the over weight vessel owner who is trying to use the hoist. Brad answered they haven't gone down that path but could later. Now the load cell won't allow overnight boats to be lifted. The limit is 2 tons. Will save on maintenance repair.
Brad stated the RV parks rates are $65 a night, $55 off season, with a 14 day in & out. Off season is 28 days with a back ground check. All RV park information is available on the Port site under the RV tab and regulations look the same as the marinas.

Marina Facility Updates- John Dumas

John Dumas handed out T dock handout to members. Commission approved 90% design so confirming that Port is doing T Dock. John Dumas, Commissioner Petis, and Brenda Treadwell, along with Pacific Northwest Waterways went to DC last week. Met with representatives Larsen, Cantwell, Murray, and others to talk about the importance of T Dock and the 14 million business dollars generated. Representative Larsen is extremely Port friendly. Port not going to get ROI loan but will lean on Port Infrastructure Grants and main grants to help pay. Senator Cantwell and staff to visit marina on April 12 to see T Dock. Still looking at 2026-2027. Port is also trying to figure out how to accommodate and the business and commercial tenants during the reconstruction with the least amount of inconvenience.
Electrification- Upgrading electrification for large vessels so they don't have to run their generators. Grants offered by the EPA with lots of money but could only be offered for a limited time then disappear. West coast has a lot regulations so takes longer to get permits, etc. The last permit is the shoreline permit from the city. Dan Averill stated that the tribes get better access to state representatives. John Dumas says the Port has letters from the tribes with full support and there is actually a Port of Swinomish.
Corey asked to speak because he has to leave. He wanted to make a recommendation to the Port to install gates at every access to tenant's slips. Recommendation seconded and approved.

ED recruitment timeline - They are going to use a local HR consulting firm, from Lynden, not out to state. John Dumas will not be applying for the position, although encouraged to do so by MAC members. The consulting firm wants to have 3 -4 finalists by the end of April. The following dates are tentative for the timeline.
End of the week- job posted
4/8 First pass on applicants
4/12 Candidate review started by HR and HR consultants
4/25 Senior staff candidate screening
5/7-5/8
Evening Public Reception with finalist
Port Tour
Port Partner Panel interviews
Critical Stakeholders Group Lunch
Staff Meet and Greet
Commission Panel
The Critical Stakeholders was added as a new group which consists of tenants, MAC, and potential Trades Group. Lunch on April 8 will be offered to these groups so they can interact with candidates. A tool will be provided for rating the candidates. The MAC is invited to attend the public meetings also. John Dumas thanked his staff and Supervisors for being supportive and self directed while he is acting ED and POA Director of Operations.
Event Center Briefing - Handout from John Dumas
There is a press release out and getting marketed. Port approached by the city, Mayor Miller and City Council Ryan Walters, with a concept to have an Event Center on Port property, managed by Port, and city would pay for cost of building. No new taxes, with funding from the LT (Lodging Tax), paid for by hotel guests. One story, no frills, warming kitchen, and this will not be the spot for Port offices. Cost depends on capacity numbers and The city would like the event center in central business district north of 12th. Mary suggested lot next to Calico Cupboard (too expensive) and lots by Seafarers Park. John Dumas will stress with the city that marina tenant parking and noise will be critical concerns from Port tenants that need to be addressed. Port has a West Basin Improvement Project already in place from 2008 with hotel planned replacing Dog Park. The whole plan would have to be approved not just the Event Center. The non profit groups liked the very reasonable rates at the Transit Shed and Port hopes to continue that with new facility. There will be a joint City/Port Meeting on March 25 at 5pm to address the Events Center.
Moorage Rates- Hand out from John Dumas -Mckinley declined to make a rate comparison so Paul Watson was contacted. John
Dumas was given a rate comparison done by BST for Port of Kingstown assessment and shows rate comparisons with leasehold tax included. John Dumas will send this out electronically. It is really hard to compare since these are private and public marinas and so many variables. Like apples to oranges. He doesn't where the spreadsheet came from.The Port would host a special meeting place for MAC to address rate increase. John D was thanked for all the information that he provided.

Public Comment Period-
Karen and Alex Meyer in attendance. Karen sent an email, to John Richards, expressing interest as the Liveaboard Representative. John Sanford said that Elizabeth, a liveaboard in the marina, recommends Karen for the position. Karen informed the MAC that they bought their 36 Beneteau sailboat in October 2022 and moved aboard but waited for 2 years for slip in Cap Sante. They're from south Florida and both work remotely from their boat. She is a commercial paralegal based in Florida. They have a slip on P dock.
Motion to accept Karen as Liveaboard Representative on the MAC. Motion seconded and passed. This will go to Commission March 22 for approval. Dave Sargent, liveaboard, also in attendance. The MAC welcomed their attendance.

Chair reports - John Richards
Security gates- John Richards came armed with number of incidents at marina. The MAC isn't trying to instigate 24 hr locked gates but open during the day. In John Richard's experience with other marinas, with gates, is they start out as open during the day. But eventually, end up being closed 24/7 by either the tenants or Port. And gate installation is not getting any cheaper.

Chief Dave Floyd will speak at the regular meeting March 21 about security in marina and Anacortes. John Dumas will show a marina incidents presentation. John Richards encouraged all members to attend or watch the meeting. The MAC has previously asked for gates but has been turned down.

John Richards has asked all members to discard the old sheet with old bylaws and replace with new ones.

Moorage Rates- John Richards suggested MAC might have to have a special meeting to address moorage rate increase. Dan Averill sent him an email about moorage rates that made a lot of sense using CPI + 1. John will send that to other members. Moorage rates can't be compared so need to use different measure. Recommendation needs to be in before June/July budget. Discussion on 3% rate. Some members agreed the 3rd year of the 7%,7%,7% increase for the bigger newer slips was a huge hit to tenants. John Richards was advised that he should sent that email to MAC members only and not Port or City staff.
It was reported that a theft on A dock only took 6 minutes to be accomplished and knowing they wouldn't be caught. John Richards advised all members to tell other tenants if they have any security problems to fill out a security incident report so the marina has an idea of all incidents. Mary asked if this info could be sent out to all tenants with the billing. Suggested to tenants to install ring cameras on their boats. Slowly but surely, there will be hard WI-FI on all docks.

Marcus Abbott would like to stay on the MAC but his term is expiring. Motion to have Marcus Abbott stay on the MAC. Motion seconded and approved. Discussion to have all members terms to be the same time of year so members don't have to be voted individually. It. was determined to table this until the end of the year. John will put it on the agenda for later.

Marine Trades- Mary La Fleur
Team Updates- All are doing well with sales of new boats strong.
Seattle boat show was lower attendance. Some people not wanting to go to Seattle after dark.
They had a discussion with Chief Harrison with AFD and Fred with Skagit Bay Search and Rescue. Both are needed but needs are different.
Anacortes Boat Show coming up.
She will send an email, from Larry, with all details from meeting.

John Dumas reported that on April 16, the Port and Marine Tech and Working Waterfront Coalition will be meeting with the Port to address how the Port can support the trades. John Sanford would like to join and expounded that the requirements for the lower helmsmen have been adjusted and he has seen more students because of this change. There is a man power shortage in the marine trades.

The next meeting will be April 2.

Meeting adjourned at 6:33 pm.

Submitted by Secretary, Wendy Britt