



PORT COMMISSION OF THE PORT OF EDMONDS

MINUTES OF SPECIAL MEETING

August 27, 2018

COMMISSIONERS PRESENT

David Preston, President
Steve Johnston, Vice President
Jim Orvis, Secretary
Bruce Faires
Angela Harris

STAFF PRESENT

Bob McChesney, Executive Director
Marla Kempf, Deputy Director
Tina Drennan, Finance Manager
Brittany Williams, Manager of Properties and Marketing

COMMISSIONERS ABSENT

OTHERS PRESENT

Bradford Cattle, Port Attorney
Karin Noyes, Recorder

CALL TO ORDER

President Preston called the meeting to order at 6:00 p.m.

EXECUTIVE SESSION

Commissioner Preston announced that the Commission would recess into an Executive Session pursuant to RCW 42.30.110(1)(g) to evaluate the performance of a public employee. He advised that the Executive Session would last approximately 45 minutes, and the Commission would resume the public portion of the meeting after the Executive Session. He further advised that no action would be taken nor announcement made after the Executive Session. The Executive Session was adjourned at 6:45 p.m., and the business portion of the regular meeting was reconvened at 7:00 p.m.

PLEDGE OF ALLEGIANCE

All those in attendance participated in the Pledge of Allegiance to the American Flag.

CONSENT AGENDA

COMMISSIONER ORVIS MOVED THAT THE CONSENT AGENDA BE APPROVED TO INCLUDE THE FOLLOWING ITEMS:

- A. APPROVAL OF AGENDA**
- B. APPROVAL OF AUGUST 13, 2018 MEETING MINUTES AS AMENDED**
- C. APPROVAL OF PAYMENTS IN THE AMOUNT OF \$399,472.22**

COMMISSIONER FAIRES SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

PUBLIC COMMENTS

Doug Schwartz, Edmonds, pointed out that, using the Port's current formula, moorage rates would increase in 2018 by the Consumer Price Index (CPI) plus 1%, which equates to a 4.5% to 5% increase. He advised that the Port's moorage rates are already about 20% higher than the Port of Everett for a 40-foot slip. He cautioned that just because the Commission can raise the moorage rates, doesn't mean they need to. He said his neighbor on F Dock is moving his boat to Everett because he can no longer afford his slip at the Edmonds Marina.

APPROVAL OF PURCHASE OF MARINE OPERATIONS NEW COURTESY SHUTTLE VEHICLE

As previously reported, Mr. McChesney advised that the Dodge Caravan that is used at Marina Operations suffered multiple electronic failures, rendering it inoperable and needing expensive repairs. In light of the vehicle's age and its budgeted replacement in 2019, staff is requesting approval to replace it with 2019 Honda Odyssey LX six months early so staff can service customers at Marina Operations during the remainder of the busy season.

Mr. McChesney advised that the Port requested quotes from three local businesses, but only Klein Honda of Everett responded. The quote summary was attached to the Staff Report. Staff also reviewed hybrid vehicles per Washington Administrative Code (WAC) 194-29 and determined it would not be practical for this application. The procurement guide questionnaire for electric vehicle purchase is also attached to the Staff Report.

Mr. McChesney recommended the Commission authorize staff to move forward with purchasing a new 2019 Honda odyssey LX in an amount not to exceed \$32,085.40.

Commissioner Johnston asked how many miles are on the Dodge Caravan. Mr. McChesney did not know. He explained that while it does not travel long distances, it gets a lot of stop/start usage, which is hard on the machine. Ms. Kempf added that Port staff uses the van to transport between 400 and 500 people per year to locations as far away as Westgate.

Commissioner Faires said he read the procurement guide questionnaire for electric vehicle purchase, but would like staff to provide additional explanation as to why an electric or hybrid vehicle will not work for this application. Mr. McChesney pointed out that the Port does not currently have a charging station and the cost of an electric or hybrid vehicle is beyond the current budget for the purchase. Commissioner Faires asked about the cost delta between the Honda Odyssey and an electric or hybrid vehicle plus a charging station. Mr. McChesney suggested that the Commission hold off on this discussion, as staff is nearing completion of an electric vehicle charging station analysis that will be presented to the Commission at their next meeting. Commissioner Faires suggested he might be willing to pay a premium for an electric vehicle in this application. He reminded the Commission that the Port can spend public money on forefront technology as part of its efforts to be environmentally responsible.

Mr. McChesney pointed out a van is needed at this time to shuttle people and their groceries and supplies back and forth from the marina to local businesses. For this application, an electric or hybrid vehicle will not work well. Staff believes it is most practical and effective to stay with a conventional vehicle at this time. Commissioner Orvis added that, in his experience, the Honda Odyssey is the best choice for shuttling people to and from the marina. Larger sport utility vehicles are too big and sedans are too cramped for some people to get in and out of. At this time, there is not a better or comparable vehicle to what is traditionally called a "minivan." Commissioner Faires agreed, but suggested that the next time the Port contemplates purchasing a new vehicle there may be more appropriate electric or hybrid options to choose from.

COMMISSIONER JOHNSTON MOVED THAT THE COMMISSION AUTHORIZE THE EXECUTIVE DIRECTOR TO PURCHASE A NEW 2019 HONDA ODYSSEY LX IN AN AMOUNT NOT TO EXCEED \$32,085.40. COMMISSIONER FAIRES SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

ENVIRONMENTAL POLICY

Ms. Kempf reviewed that the Port has a long history of environmental stewardship, and its Mission Statement, which guides operations and activities, outlines the Port's role as an environmental steward. It states that the Port is to be an

environmental steward by seeking opportunities, in a leadership position, to promote and enhance environmental programs and to communicate potential regional environmental impacts to the Port constituents.

Ms. Kempf reported that the Environmental Committee met on March 28th to discuss Commissioner Harris' proposal to formulate a Green Port Policy, and Commissioner Harris shared her research and thoughts on the concept at the Commission's April 16th retreat. The Commissioners charged the Environmental Committee with creating a set of goals and objectives for their continued discussion. The Environmental Committee (Commissioner Harris, Commissioner Johnston, Ms. Kempf, Mr. McChesney and Ms. Williams) met on May 14th and July 9th to further develop and refine the Environmental Policy and Green Port Strategies.

Ms. Kempf provided a brief overview of the document. She referred to Page 3, which outlines the Port's role as an independently governed special purpose district that was established to promote and invest in economic development for the benefit of the local community. It notes that the Port district boundaries encompass a portion of the City of Edmonds and all of the Town of Woodway. The Port operates a marina and boatyard and manages commercial properties. Page 3 also includes the Port's Environmental Policy Statement. The Port is committed to protecting and enhancing the environment and natural resources of the community it serves. This commitment includes developing and following boatyard Best Management Practices (BMPs), boatyard and pressure wash facility waste water treatment, and stormwater filtration and quality improvement protocols; reducing solid and contaminated waste streams generated at the Port through a robust recycling program, strict protocols for managing solid and petroleum wastes and BMPs; exploring and implementing reasonable additional protocols and approaches to environmental protection to the extent allowed by the regulations that govern public ports, with the goal of continuous improvement relative to environmental protection, BMPs, technical advancements and reducing the Port's impact to the environment.

Ms. Kempf explained that the Green Port Strategies are intended to continue the Port's existing environmental efforts and expand them through continued innovation and education. She briefly reviewed the strategy sections as follows:

- **Air, Soil and Water.** Continue to improve upon activities and protocols that protect and enhance air, soil and water quality at the Port.
- **Energy.** Conserve and maximize energy efficiency of Port operations.
- **Waste Management.** Reduce waste through material reuse and recycling and facilitate successful recycling and hazardous waste disposal.
- **Environmental Excellence Certifications/Recognition.** Work to retain all currently held certifications of excellence for Port operations and continue to research and obtain certifications and recognition as operators of an environmentally superior boatyard and marina.
- **Education.** Educate staff, tenants and guests on environmental policies and BMPs through seminars, newsletters, social media, website, publications and events.
- **Habitat Enhancement.** Recognize the importance of stormwater management and other factors in assisting with salmon recovery efforts and ensure any replacement structures are designed with consideration of enhancing marine habitat.

Ms. Kempf said the Environmental Policy also includes a section about the Edmonds Marsh. Strategies relative to the marsh include supporting the Puget Sound Birdfest event, supporting the City's right of entry/easement access so the City can continue to work with groups to facilitate the removal of invasive species and replanting of native plants, supporting community education about the marsh's purpose and benefits through a variety of activities and postings, and continuing habitat mitigation efforts when new projects are constructed in and around the shoreline.

Commissioner Harris said creating the draft Environmental Policy and Green Port Strategies was a great exercise to pull all of the work the Port has done and is doing into one place and then identify areas that need more attention. It is good to be reminded of the environmental strategies as they make decisions.

Commissioner Johnston said there was a lot of cross communication and great ideas from the Environmental Committee. It was great to recognize the documents and programs the Port has already implemented relative to the environment and to identify additional areas where attention could be focused going forward. He felt the end result will be a worthwhile document and he applauded Commissioner Harris for her leadership.

Commissioner Faires agreed that the draft Environmental Policy and Green Port Strategies will provide a good place to start. It provides a policy statement of what the Port is responsible for, and it will be incumbent upon the Commission, staff, tenants and public to implement the strategies and policies called out in the plan to make the Port more environmentally sensitive and friendly.

Commissioner Johnston observed that the draft Environmental Policy and Green Port Strategies is intended to be a living document that will need to be reviewed and updated periodically to meet the changing needs of the community and to acknowledge advances in technology, BMPs, etc.

Mr. McChesney recommended the Commission accept the recommendation of the Environmental Committee and adopt the Environmental Policy and Green Port Strategies as presented. Commissioner Harris noted that she has some minor updates and corrections that need to be made to the document. She and Commissioner Johnston agreed to work with the Environmental Committee to make the necessary changes and then present the document to the Commission for final adoption on September 10th.

Commissioner Orvis said it is important to remember that a great deal of the document outlines what the Port has already done or is doing. The draft policy simply consolidates all of these efforts into a single document and then adds some new strategies, as well. It is essentially a review of the Port's actions and policies over the past 15 years. Commissioner Faires agreed with Commissioner Johnston that the policy needs to become a living document that recognizes that technology, protocol and BMPs will change over time.

Commissioner Johnston observed that, having seen the Port's environmental program from both sides, as a private consultant and as a Commissioner, the Port has been way out in front on environmental issues and the intent is to keep it there.

Ms. Kempf said she already has an environmental manual in her office that she updates on a regular basis. The draft Environmental Policy and Green Port Strategy is intended to define and communicate to the public what the Port is already doing and identify things they want to add. For example, the Port is already evaluating its use of herbicides and adding electric car charging stations. A lot of work has already been done, but this will assist with communicating the Port's efforts to the public.

HARBOR SQUARE 2ND QUARTER REPORT

Ms. Williams presented the 2nd Quarter Harbor Square report, highlighting the following:

- Gross projected revenue was up 8.74% or roughly \$41,000 over the same period in 2017.
- At the end of 2nd Quarter, the occupancy rate was 98.06%, which is 4.87% greater than the occupancy rate at the end of 2nd Quarter 2017. This increase is largely due to a new 39-month lease that started in June for the remaining large space in Building 4. A current tenant also signed a 36-month lease to take over warehouse space. There were four lease extensions in 2nd Quarter, two for 36 months, one for 12 months, and one month-to-month. No leases terminated during the quarter.
- No significant tenant improvements were done in 2nd Quarter, but 13 HVAC units were replaced, sidewalks were pressure washed, and some paint touch up was done.
- The only incident was an individual living in his van that the police had to ask to leave.

2019 BUDGET – BUDGET BASELINE CONDITIONS

Ms. Drennan reported that the Finance Committee met on August 22nd to discuss the 2019 budget baseline conditions. She reviewed that the Commission approves the budget on an annual basis. The budget is a plan that identifies resources for operations and capital projects, communicates the sources of revenue and costs of services, and allows the Commission and staff to review and prioritize repairs, improvements, and other projects. She reminded them that the actual results may differ from the budget due to changed facilities or equipment conditions, changed priorities, or changed economic environment.

Ms. Drennan advised that the baseline for the 2019 budget is the Cash Flow Model that was implemented in 2012 as a method of determining moorage and dry storage rates and planning for future larger capital expenditures such as replacing major marina structures. The Cash Flow Model estimates future cash and investments based on projected revenues and expenses and known major capital improvement, and 2018 is its 7th year.

Ms. Drennan reviewed that in 2013, the Commission recommended a moorage and dry storage rate increase of Consumer Price Index (CPI) plus 1%. At their August 22nd meeting, the Finance Committee reaffirmed that recommendation. CPI for the year ending June 30, 2018 was 3.3%, which calculates to a moorage and dry storage rate increase of 4.3%. She said the anticipated vacancy rate for 2018 and 2019 is about 2% or an occupancy rate of about 98%.

Ms. Drennan said the Port's policy for wages, salaries and pay disbursal is that staff will receive an annual pay increase of CPI plus a merit increase, and CPI is 3.3%.

Ms. Drennan referred the Commissioners to the CPI Table that was attached to the Staff Report. She advised that, based on the current policy, the average increase for wet moorage would be about \$15 per slip, and the average increase for dry storage would be about \$8 per space. She reminded them that the CPI is based on June 30, 2018 CPI numbers. By time they get through 2019, the numbers will be 18 months old.

Commissioner Harris observed that the proposed rate increases of CPI plus 1% are based on a decision the Commission made previously. Ms. Drennan said that is correct, unless the Commission provides specific direction to change the policy. Mr. McChesney reminded the Commission that the Finance Committee is recommending an increase of CPI plus 1% for 2019. He explained that the current Cash Flow Model has been used as the basis for the annual budget recommendation, and staff recommends they stay the course with the current formula for adjusting rates. He recognized that there are competitive market conditions. However, moorage and dry storage rates will need to be increased annually to meet the capital requirements the Port will face in the future to replace its assets. He noted that other marinas use a different strategy and many are not as forward thinking, but it has been his experience, that if you do not generate enough revenue to create sufficient reserves to replace the assets, you will dig yourself a hole. Commissioner Johnston added that the Commissioners have heard over and over again how other marinas are struggling to have enough revenue to maintain and replace assets because they haven't raised their moorage rates sufficiently over time.

Commissioner Faires commented that the Port must do the right thing for the future, which is best defined by the Cash Flow Model. However, he does not understand or agree with the 1% being justified by the six-month difference due to the timing of the CPI. He suggested that an additional 1% increase was justified one time, but it should not be a rolling add on. He asked staff to explain why 1% needs to be added to CPI each year. He said he also has issues with the projected return on retained assets. The present Cash Flow Analysis shows a low number that he believes is extremely conservative. He said he wants to do the right thing based on the Cash Flow Analysis, but he doesn't want to do more than is necessary. They need to get it right, and he is not convinced it is right at this time. Ms. Drennan pointed out that the Cash Flow Model actually indicates that rates need to be raised 5 to 6% annually, but the Commission decided that market conditions would not allow that to occur. That's why they decided to use the current formula of CPI plus 1%.

2019 BUDGET – PROPERTY TAX LEVY

Ms. Drennan advised that this item was placed on the agenda so the Commissioners could have a policy discussion about property taxes in preparation for the 2019 Preliminary Budget, which will be presented to the Commission on

October 8th. She referred to the Tax Levy History (Page 3 of the Staff Report), which shows the Port's taxable assessed value, actual levy amount and actual tax levy rate (millage rate) from 1985 to projected 2019. She summarized that the millage rate for 2018 was approximately \$.074. the 2019 property tax valuation is based on the Snohomish County Assessor's Office preliminary values for tax year 2019. If the 2019 tax levy is \$400,000, the millage rate would be about \$.067.

Next, Ms. Drennan referred to Figure 1, which shows the Port's assessed value from 1990 to 2019. She also referred to Figure 2, which shows the Port's tax levy amount from 1990 to 2019, and Figure 3, which shows the Port's tax levy rate from 1990 to 2019. Page 5 provides a list of programs supported by property taxes in 2018 and includes the launcher subsidy (\$50,000), Harbor Square debt service (\$170,000), Commissioner costs (\$150,000) and public records requests and training (\$30,000). Page 6 shows property taxes compared to CPI and 1% increases from 2009 to 2019, and Page 7 shows the value of property taxes in 2008 dollars. Page 8 shows a sample of what a tax bill might look like for a Port District resident.

Ms. Drennan summarized that the tax levy has remained at \$400,000 since 2008. Unless the Commission directs otherwise, staff will use \$400,000 for the property tax levy in the 2019 Preliminary Budget, with allocations of \$50,000 to the public launcher, \$170,000 to Harbor Square, and \$180,000 to overhead.

Commissioner Faires said he has no issue with the Commission's current justification for the \$400,000 tax levy as shown on Page 5 of the Staff Report. However, his expectation is that the tax levy will be reduced by \$170,000 when the Harbor Square loan is paid off in 2020 unless the Commission has identified a new project or program for this revenue source that it believes is in the best interest of the public and Port. He said he does not support the argument related to the need to have the tax levy set at a certain amount in order to be eligible for bonding. Commissioner Orvis reminded the Commissioners that they recently asked staff to arrange a briefing on why the Port needs to maintain the tax levy at a certain amount in order to retain its bonding capacity. Mr. McChesney said the goal is to have this presentation on September 10th.

Commissioner Faires asked how much work is involved when the Commission makes changes late in the budget process. Ms. Drennan said it depends on how many and what type of changes are proposed. Mr. McChesney reminded the Commissioners that there is still a lot of process ahead to move the budget forward. They still need to present preliminary operating and capital budgets to the Commission for discussion and a public hearing. Changes can be made at any time until the Commission adopts a final budget.

2019 BUDGET – ECONOMIC DEVELOPMENT AND TOURISM EXPENSE BUDGET

Ms. Drennan advised that staff has been reviewing programs while preparing the 2019 Preliminary Budget. The purpose of tonight's discussion is to review the proposed 2019 Economic Development and Tourism expense budget. She referred to the Economic Development and Tourism Summary that was attached to the Staff Report, which shows the actual results for 2014 through 2017, projected 2018 and the proposed budget for 2019. The summary shows the different economic development and tourism expense items and where they are located in the budget and financial statements. She reviewed that in 2018, the Port participated in economic development and tourism through the Economic Alliance of Snohomish County, Destination Port of Edmonds, Sea Jazz, Edmonds Arts Festival, Edmonds Birdfest, and Watch the Whales. In addition, the Port invites guests to the Port through advertising in publications and through the Boat Show. The Port promotes tourism through participation in the Washington Tourism Alliance and the Snohomish County Tourism Bureau.

Ms. Drennan referred the Board to the Economic Development Guidelines that were adopted in 2002 and attached to the Staff Report. She also referred to Resolution No. 95-2, which outlines the rules for Promotional Hosting. She advised that staff is recommending a total economic development budget of \$30,000 in 2019, which would be allocated as follows:

- Economic Alliance of Snohomish County (\$5,000)
- Destination Port of Edmonds (\$7,000) to replenish supplies as part of a 2-year program that started in 2018
- Sea Jazz (\$4,000) for a new awning
- Edmonds Arts Festival (\$2,800) for a booth at the festival.
- Birdfest (\$500)

- Watch the Whales (\$175)
- Other economic development opportunities (\$5,000)
- Tourism Marketing (\$5,000) as a tentative placeholder that allows the Port to apply for another Port of Seattle grant.

Commissioner Faires asked for more details about the “Advertising” line item. He said it would be interesting to hear how effective the Watch the Whales advertising campaign was. Without this data, he does not know if he wants to continue providing financial support. Ms. Williams said the Watch the Whales project was specific to a website that was made as part of a grant project. The intent was to take the website down when the project was over, but the City of Edmonds has asked them to keep it going because they loved the traffic they were getting. The cost of keeping the website going is \$175 annually, including a \$10 per month hosting fee for the web server. She expressed her belief that the best way to continue the Watch the Whale advertising program is via Facebook. She emphasized that the grant project is complete, and she has presented a final report to the Port of Seattle. The \$5,000 identified under “Tourism Marketing” would be for the next grant project, which may or may not tie back to the Watch the Whales program. She suggested that the report she submitted to the Port of Seattle would be a great resource for the Commission’s continued discussions about future programs, and she agreed to present it at a future meeting. She advised that the Watch the Whales program was directly linked to the Puget Sound Express website that collects data on ticket purchases. She can provide these numbers, as well.

Ms. Drennan advised that the proposed Advertising budget of \$10,000 is not tied to a specific project. The funds are used to advertise the marina in various publications, etc. The “Marketing” budget is proposed to be allocated to the Boat Show (\$5,500) and leasehold taxes for the Boat Show Promotion (\$3,000). She explained that in 2018, the Boat Show promotion offered 1st and last month rent at \$20.18. However, the State Auditor recently advised that the Port is required to pay leasehold taxes on the full amount of rent before the discount. The “Marketing” budget also includes \$1,500 for updated marina photographs and \$150 for online advertising for Port events. The proposed allocation for membership dues is \$500, and promotional hosting is budgeted at \$2,500. An additional \$1,500 was allocated for supplies, and the intent is to use the funds for waterfront signage. She summarized that the total proposed economic development budget is \$54,125.

The Commissioners discussed that the Economic Development Guidelines and Resolution No. 95-2 (Promotional Hosting) are old and haven’t been updated for a long time. It was suggested that, in addition to updating the documents with current information, it would also be appropriate to consider opportunities to consolidate and/or reduce their content.

EXECUTIVE DIRECTOR’S REPORT

Mr. McChesney reported that the Port is actively moving forward with marketing the vacant parcel on the east side of Admiral Way, and there have been several discussions with commercial real estate brokers. Staff has concluded that they do not have the reach or expertise to make a real serious attempt to market the property, and it makes sense to engage the commercial brokerage community. They expect to have a market plan ready for Commission review in September. He explained that it is unique piece of property and it is an interesting challenge to find a commercial broker who understands shoreline development.

Mr. McChesney advised that the paving project at Harbor Square will start on August 30th and is anticipated to be completed in just one day. The project is a fairly large job on the main entryway, which means that traffic and parking will be disrupted for the day. Ms. Williams has done a good job of coordinating with the contractor, maintenance staff and tenants to mitigate the impacts as much as possible. Commissioner Preston asked if the Harbor Square businesses have communicated with their customers regarding potential impacts. Mr. McChesney answered that he does not know, but Ms. Williams has been communicating with the tenants for the past month and has suggested alternative parking locations for employees and customers in the gravel lot. Ms. Williams advised that no one has brought forward any major concerns.

Mr. McChesney reported that the electrical engineering consultant has nearly completed the Electric Vehicle Charging Station Study that will help the Port understand the infrastructure needs and how to put together a project that is feasible. The report will be presented to the Commission on September 10th.

COMMISSIONER'S COMMENTS AND COMMITTEE REPORTS

Commissioner Faires asked about the status of the parking feasibility study. Mr. McChesney responded that the project would be identified in the 2019 budget as a high priority, and it is anticipated that work will begin in early 2019. He noted that the cost of the study might easily approach \$75,000 to address all components of a potential parking structure. The study will advise on the feasibility of a parking structure and provide necessary data to help make future decisions. Commissioner Faires referred to previous discussions about the need for various interested parties (i.e. City of Edmonds, Sound Transit, and Edmonds Senior Center) to be part of the process. Mr. McChesney agreed and commented that all of the various parking needs will be considered when determining if there is sufficient demand for a parking structure.

Commissioner Johnston reported that he and Mr. McChesney attended a meeting with Washington State Ferries and other stakeholders to discuss the Edmonds Crossing Project. The outcome is that the terminal will not be relocated for a very long time, if ever. At the meeting, a variety of alternatives were discussed, and Washington State Ferries raised the idea of using Admiral Way for spill over parking. He and Mr. McChesney quickly informed them that would not be acceptable to the Port. He concluded that the meeting was interesting, but there were not a lot of concrete answers.

Commissioner Johnston reported on his attendance at the Washington Public Port Association (WPPA) Commissioners Seminar on July 22nd through 24th. He expressed his belief that the seminar continues to be a great resource for information and comparative analysis on problems and opportunities with other ports and marinas.

Commissioner Orvis reported on his attendance at the Economic Alliance of Snohomish County's (EASC) Board meeting where those in attendance were briefed on the results of the air show, including the success of Boeing's 787. The EASC received a clean audit and named new members to the Board for 2019. He said he also attended a networking meeting at the Future of Flight, which is being taken over by Boeing. The event was well attended by a wide variety of business people and government officials. The event included a briefing on Boeings new mid-market airplane, as well as an aerospace competitive study that found that Washington was #1 in aerospace leadership and has a big head start, but its labor market may not be as strong as some others.

Commissioner Orvis reported that he attended the Waterfront Access Task Force meeting where they recommended the land bridge option as the preferred alternative. He described the features of the proposed alternative and provided pictures to illustrate the concept further. The intent is that Mayor Earling will present the task force's recommendation to the City Council and the City Council will hold a public hearing before making a final decision. He noted that, in order to get grant funding, the project must be in the design phase by early next year, and the projected cost of the project is upwards of \$30,000,000. He announced that it is likely double tracking will occur within the next three years, which will significantly increase the amount of train traffic through Edmonds.

Commissioner Preston reported that he also attended the EASC Summer Networking Event where he met the new president of Edmonds Community College, Dr. Amit B. Singh. He also reported that he attended the Woodway Annual Town Fair, as well as a Woodway Town Council meeting where a representative from the Foundation for Edmonds Schools made a presentation.

Commissioner Preston suggested that the Communications Committee should meet before the end of September to discuss data, demographics, and potential updates to the Port's website.

ADJOURNMENT

The Commission meeting was adjourned at 8:25 p.m.

Respectfully submitted,



Steve Johnston
Port Commission Vice President