



Port of Edmonds Commission Meeting – Minutes of Regular Meeting

Meeting Date: April 28, 2026

Commissioners Present

Janelle Cass, President
Selena Killin, Vice President
Jay Grant, Secretary
Ross Dimmick
David Preston

Staff Present

Brandon Baker, Executive Director
Brian Menard, Director of Facilities and Maintenance
Brittany Williams, Director of Economic Development
John Peterman, Director of Finance and Administration
Dennis Halpin, Marina Operations Manager

Others Present

Emily Guildner, Port Attorney
Marian Dacca, Marian Dacca Public Affairs
Dan McKinney, Transpo Group

I. CALL TO ORDER

President Cass called the meeting to order at 10:00 a.m.

II. FLAG SALUTE

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

III. MISSION STATEMENT

Commissioner Killin read the Port of Edmonds' mission statement:

The mission of the Port of Edmonds is to provide value to our community through economic development, marina and commercial operations, waterfront public

access, and environmental stewardship.

IV. APPROVAL OF AGENDA

COMMISSIONER PRESTON MOVED THAT THE AGENDA BE APPROVED. COMMISSIONER GRANT SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

V. PUBLIC COMMENTS (Each comment shall generally be limited to 3 minutes or less and shall be limited to Port business)

Jamie Holter, *My Edmonds News*, thanked the Port staff for their assistance with a recent story about the sea lion activity, noting the article received significant public attention.

VI. CONSENT AGENDA

COMMISSIONER DIMMICK MOVED THAT THE CONSENT AGENDA BE APPROVED. COMMISSIONER KILLIN SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

- A. Approval of April 13, 2026, Minutes
- B. Approval of Payments in the amount of \$327,513.53
- C. Approve Contract No. 2026-603 Industrial Fabrication, Mechanical, and Repair Contract
- D. Approve Contract No. 2026-598 Marina Plumbing and Float Repair Contract
- E. Approve Grant Contract No. 26-96647-222 Washington State Capital Budget Local Communities Project for Mid-Marina Breakwater Repair

VII. CITY OF EDMONDS AND TOWN OF WOODWAY REPORTS

VIII. PRESENTATIONS

- A. Marian Dacca Public Affairs: State Legislative Update

Marian Dacca provided an overview of the legislative session, an update on the state budget, and a preview of potential funding opportunities for Port projects.

- B. Transpo Group: Parking Study Review

Dan McKinney from the Transpo Group presented findings from a parking study conducted at the port. Key issues identified included seasonal parking challenges,

outdated permitting processes, enforcement inefficiencies, inconsistent signage, and a lack of shared parking opportunities. The study focused on 10 waterfront lots with 719 parking spaces, highlighting the need for improved pedestrian safety and circulation. Dan recommended digitizing permits, upgrading signage, and considering shared parking strategies to better utilize the port's parking assets.

IX. POSSIBLE ACTION

BREAK

At 11:44 a.m., the Commission stated that they would take a seven-minute break, and the regular commission meeting would resume at 11:51. The meeting was reconvened at 11:51 a.m., and the Commission resumed regular session.

X. INFORMATION

A. 2026 Quarter 1: Marina Operations Report

Dennis Halpin, Marina Operations Manager, reviewed the 2026 Q1 Marina Operations Report, highlighting a 98.2% occupancy rate for water moorage and key performance metrics, including improved document compliance rates and slightly decreased launch activity due to the minimized fishing season.

B. 2025 Annual Financial Report Draft

John Peterman, Director of Finance and Administration, provided an update on the 2025 Financial Report. He noted that the Harbor Square CAM reconciliation resulted in refunds totaling approximately \$22,624, reducing property operations revenue and slightly lowering the net position from the prior report. Peterman also presented the Statement of Cash Flow, reporting increases in operating, non-capital financing, and investing activities, with overall cash increasing by approximately \$4.5 million in 2025.

C. Conference Recap: Pacific Coast Congress (PCC) Spring Conference

Manager Halpin highlighted two key takeaways: proactive dock and marina maintenance is essential as infrastructure ages, and Juneau's coordinated response to the December 2025 "snowmageddon" demonstrated effective emergency management, sparking interest in Federal Emergency Management Agency (FEMA) free Incident Command System training.

Executive Director Baker reported that the conference emphasized major investment in aging marina and dock infrastructure, the growing use of AI and smart marina technologies, and emerging electrification efforts. A tour of an electric work vessel highlighted practical applications tied to the Port's power upgrades and future consideration of electric vessels as the fleet ages.

D. Conference Recap: Pacific Northwest Waterways Association (PNWA) Mission to Washington, DC

Commissioner Cass provided a high-level recap of the Washington, D.C. conference, emphasizing that federal permitting challenges - particularly related to water issues and the Endangered Species Act (Section 7) - are a bipartisan concern. Discussions with congressional delegations, staff, and agency leaders (including NOAA) highlighted the need for more realistic mitigation baselines and ongoing education about the costs and complexities ports face. Commissioner Cass noted strong support for PNWA's structured advocacy approach and encouragement from delegates to continue coordinated, bipartisan outreach with other ports. Key issues included Surface Transportation Act reauthorization (specifically eligibility of seawalls), growing bipartisan attention to pinniped management, and shared support for the Columbia River Treaty renewal. Overall, there was clear awareness of port priorities at the federal level and interest in continued engagement.

XI. EXECUTIVE DIRECTOR'S REPORT

Executive Director Baker thanked Marina Operations and Administrative Staff for their strong performance and intensive training efforts ahead of the upcoming season, noting that operations are running well. Updates were provided on multiple capital projects now in active contracting, including Building 4 and Phase 2 work, with timelines affected by grant review requirements and long lead times for electrical substations. Staff is exploring options to mitigate schedule impacts, including early procurement. The Executive Director also reported on the significant increase in sea lion activity, causing extensive dock and electrical damage; United States Department of Agriculture Wildlife Services is currently on site to assist with deterrence efforts as repair costs and infrastructure impacts continue to escalate.

XII. COMMISSIONER’S COMMENTS AND COMMITTEE REPORTS

- **Commissioner Killin** supported making parking information clearer on the website. She emphasized that improving signage and exploring shared parking strategies were worthwhile to explore as near-term enhancements.
- **Commissioner Preston** requested a workshop on parking to allow commissioners to bring forward questions and ideas. He also inquired about preparations for increased visitors associated with the major global soccer competition scheduled for June and July of 2026.
- **Commissioner Grant** shared that he is monitoring the South County Fire District boundary and representation discussions. He intends to attend meetings for a better understanding.
- **Commissioner Dimmick** thanked Director Peterman for completing the annual report, noting it as a major accomplishment.
- **Commissioner Cass** thanked staff for strong reports and performance, and acknowledged volunteers from the Beautify Edmonds group for assisting with WSDOT approval in painting over graffiti at the 5th Avenue/Highway 104 underpass. She noted positive community feedback and that the effort supports preparation for increased visitation associated with an upcoming major soccer event. She also reported that the Edmonds Community Emergency Planning meeting was scheduled for later that afternoon, which would help advance emergency preparedness efforts.


XIII. EXECUTIVE SESSION

There was no Executive Session.

XIV. ADJOURNMENT

The Commission Meeting was adjourned at 12:46 p.m.

The next Commission Meeting is scheduled for May 11, 2026, at 6:00 p.m.

DocuSigned by:

Jay Grant

Port Commission Secretary