



## Port of Edmonds Commission Meeting – Minutes of Regular Meeting

Meeting Date: May 26, 2026

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### **Commissioners Present**

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

### **Staff Present**

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

### **Others Present**

Emily Guildner, Port Attorney  
John Brock, Town of Woodway

### **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 Dimmick 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 DIMMICK MOVED THAT THE AGENDA BE APPROVED. COMMISSIONER PRESTON 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)

There were no public comments.

**VI. CONSENT AGENDA**

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

- A. Approval of May 11, 2026, Regular Meeting Minutes and May 18, 2026, Special Meeting Minutes
- B. Approval of payments in the amount of \$348,701.15

**VII. CITY OF EDMONDS AND TOWN OF WOODWAY REPORTS**

**John Brock**, Town of Woodway councilmember, reported that the Town Fair is scheduled for August 15, 2026.

**VIII. PRESENTATIONS**

- A. Jessen Architects: Marina Operations Office Remodel Design

John Jessen presented an overview of the project to date, including the employee feedback process, conceptual design options, and potential next steps. Port staff provided insights gained throughout the process, identified potential challenges, and highlighted key considerations to inform future direction. The information was intended to guide future Commission decisions on advancing the project to final design, construction documentation, and bidding. A slide presentation accompanied the discussion.

**IX. POSSIBLE ACTION**

- A. Contract 2026-587: Harbor Square Building 4 Atrium Window Project

Executive Director Baker shared that a competitive bid packet was published and advertised on April 30, 2026. A pre-bid walkthrough meeting with prospective bidders was hosted on May 8, 2026. Bidding closed on May 18, 2026, with five bids accepted. The low bidder was BCN Construction for \$334,500 plus tax.

**COMMISSIONER DIMMICK MOVED THAT THE COMMISSION AUTHORIZE STAFF TO ENTER INTO A CONTRACT WITH BCN CONSTRUCTION FOR CONTRACT 2026-587: HARBOR SQUARE BUILDING 4 ATRIUM WINDOW PROJECT. COMMISSIONER PRESTON SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY**

**X. INFORMATION**

**A. Marketing and Communications Update**

Brittany Williams, Director of Economic Development, provided an overview of upcoming Port-related events and activities for the summer season. She highlighted plans for FIFA World Cup 2026 watch parties and the Sea Notes at the Marina music program.

**B. Conference Recap: Washington Public Ports Association Spring Meeting**

Staff and commissioners who attended last week's conference shared highlights and key takeaways.

**XI. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Baker discussed the following topics:

- **Phase II Bid Process:** Staff expect to have a contract ready for Commission approval at the June 8 meeting.
- **Building 1 Windows:** The contractor plans to install the first window on Thursday, with a Port staff and architect inspection anticipated on Friday. Subsequent window installations will follow.

**XII. COMMISSIONER'S COMMENTS AND COMMITTEE REPORTS**

- **Commissioner Killin** expressed pride in being part of a well-run Port and welcomed a new member to the security team. Later, she raised a question about the scope of the current ad-hoc Master Planning workgroup, noting that the materials provided seemed broader and more complex than expected. She

sought clarification on whether the group's role had expanded beyond developing a consultant scope and bid language.

- **Commissioner Dimmick** stated that there was nothing further to add beyond previously shared comments.
- **Commissioner Preston** shared that he attended the "Beyond the Breakwater" event where he met new staff, and learned from a Compass Courses instructor.. He also participated in a U.S. 2 Trestle Coalition roundtable, where officials discussed significant infrastructure improvements potentially costing billions of dollars. He emphasized the project's importance and noted that federal funding could be available once state and local entities are ready.
- **Commissioner Grant** discussed upcoming federal developments, including a lengthy federal transportation and infrastructure proposal that may impact the port, noting plans to review it. He also encouraged commissioners to review and provide feedback on committee the materials sent out, emphasizing their broad scope and importance for future planning. Additionally, he mentioned local considerations, including a proposed \$420 million fire department bond that could significantly affect taxpayers, highlighting the need for awareness and review.
- **Commissioner Cass** thanked staff and commissioners for their efforts, expressed enthusiasm for a busy and productive summer, and acknowledged the City of Edmonds, Cemetery Board, and volunteers for organizing a meaningful Memorial Day ceremony honoring those who served.

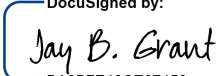
### XIII. EXECUTIVE SESSION

There was no Executive Session.

### XIV. ADJOURNMENT

The Commission meeting was adjourned at 12:00 p.m.

The next Commission Meeting is scheduled for June 8, 2026, at 6:00 pm.

DocuSigned by:  
  
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Jay Grant

Port Commission Secretary