



Port of Edmonds Commission Meeting – Minutes of Regular Meeting

Meeting Date: September 14, 2026

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
John Peterman, Director of Finance and Administration
Iliana Minkov, Leasing and Administrative Specialist

Others Present

Will Chen, City of Edmonds
John Brock, Town of Woodway

I. CALL TO ORDER

President Cass called the meeting to order at 6:00 p.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 GRANT 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)

John Brock, a Woodway resident and councilmember, shared observations that the atrium project at Gallaghers Where U Brew appears to be progressing well and on schedule. He also noted that a refrigeration unit failed and requires replacement. He thanked the Commission for the opportunity to comment.

VI. CONSENT AGENDA

- A. Approval of August 25, 2026, Meeting Minutes
- B. Approval of Payments in the amount of \$913,260.76
- C. Approval of Ratification for Washington State Department of Transportation Port Electrification Grant (GCC #1209) Amendment 1
- D. Authorization to Negotiate and Execute Contract 2026-619 for Sage Intacct and Sage HCM

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

VII. CITY OF EDMONDS AND TOWN OF WOODWAY REPORTS

Will Chen, City of Edmonds councilmember, reported that 35 residents applied for the City's Fiscal Sustainability Task Force, with 15 members selected, and expressed optimism about the group's contributions to the City's long-term financial sustainability.

John Brock, Woodway councilmember, reported that more than 440 people attended the Woodway Town Fair on August 15.

VIII. PRESENTATION

A. Annie Crawley: Port Partnership Update

Annie Crawley provided an update on the Port's long-standing environmental partnership with her dive team, highlighting over a decade of biannual underwater cleanups that promote environmental stewardship and ocean pollution awareness. She reported that the next cleanup is being planned for fall 2026 and shared the continued success of the Environmental Speaker Series, conducted in partnership with the Edmonds Waterfront Center and sponsored by the Port. Crawley noted growing community participation, increased youth engagement, and efforts to expand environmental education through outreach, social media, and partnerships. She also reported that cleanup efforts are yielding less debris over time, indicating that ongoing education and awareness initiatives are having a positive impact on reducing pollution in and around the marina. Commissioners expressed appreciation for the partnership and its contributions to environmental education, stewardship, and community engagement.

IX. POSSIBLE ACTION

X. EXECUTIVE DIRECTOR'S REPORT

Executive Director Baker reported that the Edmonds Coho Derby was a successful event, with nearly 1,200 tickets sold, and thanked Port staff for their efforts. He provided updates on meetings with the Army Corps of Engineers, completion of the Sea Notes summer concert series, upcoming breakwater cleaning with South County Fire, and ongoing budget development. Baker noted that the Harbor Square Building 4 atrium window project remains on schedule, planned dock repairs are progressing, and PUD utility work at Harbor Square is underway with minimal business impacts.

XI. COMMISSIONER'S COMMENTS AND COMMITTEE REPORTS

- **Commissioner Killin** reported on a walkthrough of the Marina Operations Office and stated that a comprehensive, single-phase renovation approach would likely be the most cost-effective option while minimizing disruptions to tenants and staff. She also noted the need for improved signage and visibility at the office, emphasizing its importance as the Port's primary public-facing and

revenue-generating facility. Commissioner Killin thanked the Marina Operations team for their work during a busy launch day and expressed appreciation for the Port staff and Commission.

- **Commissioner Dimmick** congratulated Port staff on a successful Sea Notes season, noting that the events were well attended, well organized, and professionally executed.
- **Commissioner Grant** thanked Port staff for their continued hard work, noting positive feedback from a member of the public regarding the maintenance team's efforts to keep Port facilities clean. He also reported a brief discussion with the Mayor regarding traffic impact fee concerns and ongoing emergency management planning.
- **Commissioner Preston** praised the success of the Sea Notes concert series and recognized Pete Bennett's leadership and contributions to the program. He also shared discussions with representatives from Edmonds College regarding potential apprenticeship opportunities at the Port to help introduce students to careers in the maritime industry. Commissioner Preston commented on the popularity of the Edmonds Coho Derby, thanked staff for their efforts in managing the event, and noted the strong participation and enjoyable experience for attendees.
- **Commissioner Cass** commended staff and volunteers for the successful Edmonds Coho Derby, noting the extensive coordination involved and appreciating the educational information shared about fisheries conservation and stewardship during the event. She thanked the City and South County Fire for hosting the 9/11 memorial ceremony and shared updates from recent City Council discussions regarding tree code revisions and potential food vendor pilot programs. Commissioner Cass also commented on the Marina Operations office tour, expressing support for improvements that would enhance staff efficiency while exploring cost-effective renovation options.

XII. WORKSHOP

A. Master Planning: Existing Conditions and Past Efforts Discussion

The Commission conducted a workshop to review previous Harbor Square and waterfront planning efforts and discuss the scope of a future Port master planning process. Commissioners reviewed past studies, public input, and development concepts, and identified key constraints and opportunities that should be considered in a future Request for Proposals (RFP), including shoreline and environmental regulations, height limits, parking requirements, transportation access, railroad and roadway barriers, existing leases, and infrastructure needs. Discussion focused on developing a long-term vision for both the waterfront and Harbor Square properties, diversifying Port revenue sources, evaluating future redevelopment opportunities, and ensuring coordination with the City of Edmonds. Commissioners generally agreed that additional conversations with City officials should occur before moving forward with a master planning RFP and emphasized the need for a practical, actionable plan that balances constraints, community interests, and long-term economic sustainability.

XIII. EXECUTIVE SESSION

There was no executive session.

XIV. ADJOURNMENT

The Commission meeting was adjourned at 7:57 p.m.

The next Commission Meeting is scheduled for September 29, 2026, at 10:00 a.m.

DocuSigned by:

Jay B. Grant

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Jay Grant

Port Commission Secretary