



Port of Edmonds Commission Meeting – Minutes of Regular Meeting

Meeting Date: March 9, 2026

Commissioners Present

Janelle Cass, President
Selena Killin, Vice President
Ross Dimmick
David Preston

Staff Present

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

Others Present

Emily Guildner, Port Attorney
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 PRESTON MOVED THAT THE AGENDA BE APPROVED. COMMISSIONER KILLIN 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)

Timothy Burdick, a liveaboard tenant at the marina, submitted a public comment via email expressing concerns regarding current deposit amounts and liveaboard slip availability. Mr. Burdick requested that the Port review its liveaboard policies, with particular emphasis on deposit requirements, which he characterized as restrictive.

VI. CONSENT AGENDA

COMMISSIONER PRESTON MOVED THAT THE CONSENT AGENDA BE APPROVED WITH THE EXCEPTION OF ITEM A, FEBRUARY 24, 2026, MINUTES. COMMISSIONER KILLIN SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

Staff agreed to correct the February 24, 2026, meeting minutes and bring them to the Commission for approval at the March 31, 2026, meeting.

VII. CITY OF EDMONDS AND WOODWAY REPORTS

John Brock, City of Woodway Councilmember, did not have any comments.

VIII. POSSIBLE ACTION

A. Federal Lobbying Contract

Director Baker provided an update on the federal lobbying contract with Elevate Government Affairs. He noted that the current contract, last amended December 8, 2025, remains active through March 31, 2026, allowing the Commission additional time to take action if desired. Baker summarized Elevate's recent efforts, including securing a \$1.2 million federal investment for Phase 3 of the North Portwalk and Seawall Project, supporting the BUILD grant application, facilitating a congressional visit, and submitting one federal earmark request with two additional requests forthcoming. Staff continue to meet biweekly with Elevate to monitor federal activity.

Director Baker reported that the contract cost is \$5,000 per month. He stated that if the Commission wishes to continue with federal lobbying services, staff recommend continuing with Elevate, citing the firm's familiarity with Port projects. Commissioners discussed the contract's cost-benefit, uncertainties in federal appropriations, and the importance of sustaining momentum in capital project funding. Staff emphasized the importance of coordination among the Port, the grant writer, and the federal lobbyist to support grant success.

COMMISSIONER KILLIN MOVED THAT THE COMMISSION AUTHORIZE THE EXECUTIVE DIRECTOR TO AMEND THE ELEVATE GOVERNMENT AFFAIRS CONTRACT, EXTENDING IT THROUGH THE END OF THE YEAR IN AN AMOUNT NOT TO EXCEED \$5,000 PER MONTH. COMMISSIONER PRESTON SECONDED THE MOTION, WHICH CARRIED WITH A VOTE OF 3 (KILLIN, PRESTON, DIMMICK) - 1 (CASS).

IX. INFORMATION

A. CP2 Unocal Ad Hoc Committee: Progress Report

The CP2 Committee, consisting of Commissioner Cass and Commissioner Dimmick, provided an update about the future use of the 21-acre Unocal property. The committee reported on its review of environmental studies, public input, and zoning considerations, and summarized the site's contamination history, recent improvements, and key engineering constraints. The committee also discussed cleanup standards, pending Department of Ecology reviews, potential restoration options, and the Port's potential role as a secondary purchaser.

B. Marketing Report

Brittany Williams, Director of Economic Development, presented an overview of the Port's 2025 marketing and communications efforts. She highlighted key events from the year, including Sea Notes and Holiday Night at the Marina, as well as new event sponsorships such as the Edmonds Waterfront Center Environmental Speaker Series. Director Williams also reviewed key community partnerships and 2025 communication pieces. She previewed the Port's 2026 marketing and communications strategy, which includes new events and education initiatives. Director Williams thanked the Commission, Director

Baker, and the Port's administrative and maintenance teams for their continued support of the marketing program.

C. 2026 Q2: Travel and Conference Schedule Review

Director Baker reviewed the Q2 travel and conference schedule, discussing various events, including the Mission to DC with PNWA, the WPPA Spring Meeting, the PNWA summer conference, and the WPPA Finance and Administration Seminar.

X. EXECUTIVE DIRECTOR'S REPORT

- **Phase II Permitting** - Responses to the City's comments were submitted on March 6, 2026.
- **Dry Storage South Launcher Cradle** - The equipment remains at the galvanizing shop, with installation targeted for April 1, 2026.
- **Marina Entrance Signage** - The project is ongoing, with progress limited by weather conditions, winds, and tides.
- **Dock Pressure Washing** - Marina Operations staff are currently working on G-Dock and reported strong progress toward cleaning all docks.
- **Marina Operations Office Remodel Design** - An MEP site visit is scheduled to assess existing conditions and support cost estimating. The architects have also scheduled a pre-application meeting with the City.

XI. COMMISSIONER'S COMMENTS AND COMMITTEE REPORTS

- **Commissioner Dimmick** thanked IT staff for posting Commission meeting videos on the Port website. He also reminded Commissioners that he, Director Baker, and Director Williams will attend the Edmonds City Council meeting on March 24th to provide an overview of the Port and its economic development role under Title 53, along with a high-level status update on the Portwalk and Seawall project.
- **Commissioner Killin** reported that she joined Commissioner Cass, Director Williams, and David Marten of Elevate Government Affairs to welcome Congressman Larsen for a site visit along the North Seawall and Portwalk project area. She noted that Congressman Larsen was engaged and that discussions included public access, upcoming projects, and future funding needs.
- **Commissioner Preston** expressed appreciation for Director Williams' efforts, noting that her marketing and communications presentations are his favorite

annual reports. He thanked staff, acknowledged the addition of new team members, and commented that activity at the Port is increasing and operations are running well.

- **Commissioner Cass** reported on a successful Beautify Edmonds event and noted positive community feedback through *My Edmonds News* and *The Beacon*. She complimented Director Williams for hosting the congressional visit, thanked IT staff for setting up SharePoint for Master Planning documents and the video library, and thanked Commissioner Dimmick for his work on the CP2 Ad Hoc Committee presentation.

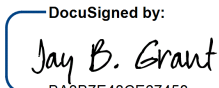
XII. EXECUTIVE SESSION

There was no Executive Session.

XIII. ADJOURNMENT

The Commission Meeting was adjourned at 7:41 p.m.

The next Commission Meeting is scheduled for March 31, 2026, at 10:00 a.m.

DocuSigned by:

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Jay Grant

Port Commission Secretary