



PORT COMMISSION OF THE PORT OF EDMONDS

MINUTES OF REGULAR MEETING

September 11, 2017

COMMISSIONERS PRESENT

Fred Gouge, President
David Preston, Vice President
Steve Johnston, Secretary
Bruce Faires
Jim Orvis

STAFF PRESENT

Marla Kempf, Deputy Director
Brittany Williams, Manager of
Properties and Marketing

OTHERS PRESENT

Bradford Cattle, Port Attorney
Karin Noyes, Recorder

CALL TO ORDER

Commission President Gouge called the regular meeting to order 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 JOHNSTON MOVED THAT THE CONSENT AGENDA BE APPROVED TO INCLUDE THE FOLLOWING ITEMS:

- A. APPROVAL OF AGENDA**
- B. APPROVAL OF AUGUST 28, 2017 MEETING MINUTES**
- C. APPROVAL OF PAYMENTS IN THE AMOUNT OF \$381,988.39**

COMMISSIONER FAIRES SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

PUBLIC COMMENTS

Council Member Teitzel provided an update on a potential crosswalk on Admiral Way. At this time, the City's Public Works Department is asking the Snohomish County Public Utility District (PUD) for a more accurate estimate of what it will cost to install a street light on the west side, which is mandatory for a crosswalk. He will share the information with the Commission when it is available. Commissioner Gouge thanked Council Member Teitzel for his efforts on this project.

WASTE, RECYCLING AND ENVIRONMENTAL PROGRAMS

Ms. Kempf explained that the “requirements”, as they apply to garbage and recycling, have evolved over the years and continue to evolve. She reminded the Commission that, years ago, the Port had separate containers for the different types of recyclable materials, and it later moved to a co-mingled facility. She advised that the Port’s program would be much easier to administer if it only collected waste and recycling from tenants, but the Port manages waste from many different users. Staff has found that the key to a successful program is usually education, communication and oversight. At this time, the Port educates its tenants and public via the newsletter, website and simple signage. The Port’s Communications Plan includes an element related to waste, recycling and environmental programs, as well. Providing staff oversight is also important to make sure that the contents in the recycling containers do not become so contaminated that they are classified as garbage. A staff person spends about 20 minutes on the day of pick-up removing contaminated materials from the recycling containers.

Ms. Kempf advised that waste and recycling at the Port does not stop with garbage and typical recycling. The Port’s efforts extend to daily operations, sewer handling, implementing best management practices (BMPs), products consumed, re-use programs (like our book exchange and life jacket loaner program), and hazardous waste.

Commissioner Faires recalled that the life jacket loaner program was established as a Boy Scout’s Eagle Project a number of years ago. He asked if it is working as it was set up to do. Ms. Kempf said the Boy Scout supplied the original life jackets and the Sea Scouts were supposed to maintain the facility. However, that has not been the case, and Port staff spends time organizing and maintaining the facility. The facility is well-used and boaters have donated life jackets to help the program continue. While it has not turned out as originally envisioned, it has been a successful program. Commissioner Johnston said he is comfortable with Port staff providing oversight for the program rather than someone who has less experience.

Ms. Kempf provided a chart illustrating the large amount of household hazardous waste that was handled by the Port over the past five years (125,032 pounds). The products include antifreeze, oil filters, non-contaminated oil, contaminated oil, oil stained rags and pads, boat bottom sandings, flammable liquids, loose pack paint related materials, and zincs. Many of these products are recycled.

Commissioner Faires said when he first saw the chart, he thought that the numbers were simply estimates. Ms. Kempf responded that the Port tracks the actual numbers rather than estimating, and the numbers come from the manifests provided by the recycling companies. She noted that the Port is required to report the numbers to the State each year. She added that, although it is not required by the State, the Port also provides a tank for bilge water waste in the boatyard. The tank holds 200 gallons and people are allowed to put up to five gallons of non-contaminated bilge water into it at a time. The contents of the tank are picked up approximately four times each year. The facility is locked and can only be accessed via staff since it is very costly to dispose of the contents if they become contaminated.

Commissioner Gouge commented that it is good to see that the tenants are doing the right thing, particularly those who use the boatyard. It is nice for people using the boatyard to be able to dispose of their hazardous waste in an appropriate way.

Commissioner Johnston asked how often the Port’s facilities are inspected. Ms. Kempf responded that the Snohomish County Department of Health oversees the hazardous materials station and they inspect it every other month. Once a year, they come with a representative from the Department of Ecology (DOE). Because Port staff does boatyard inspections twice each day, they usually catch problems before they become a significant issue. The Port has always received high marks from its inspections.

Ms. Kempf reported that 112,000 gallons of water from the pressure wash pad was treated in 2016 to remove copper, zinc, lead and arsenic prior to being sent to the sanitary sewer. Commissioner Faires asked what happens if the Port sends contaminated water to the sanitary sewer. Ms. Kempf explained that there are limits (not benchmarks) on how much contamination is allowed when discharging to sanitary sewer, and there is a costly fine for violations. There will be consequences if the Port violates the limits. Before water can be discharged to the sanitary sewer, it must be treated to make sure it falls below the acceptable levels = for Ph, zinc, copper, etc. However, she noted that the limits for the sanitary sewer are a higher than those allowed for the boatyard.

Commissioner Johnston asked if the Port has been able to meet the boatyard requirements. Ms. Kempf answered that the Port has met all of the limits for copper and zinc and is one of only 10 boatyards in the State that has been awarded the Leadership Level Clean Boatyard. This means that not only does the Port meet all of the DOE's Boatyard Permit requirements, it exceeds them. Boatyards that only meet the requirements are identified as Clean Boatyards, not Leadership Level Clean Boatyards. She explained that the Port was able to receive the award by diligently implementing BMPs in the boatyard. The Port is very protective of its do-it-yourself boatyard, and it wants to maintain this service. In order to do so, the Port must do what it can to implement BMPs. Sometimes people do not like it because it adds more cost and burden, but it helps the Port preserve its ability to operate a do-it-yourself boatyard. As required by the boatyard permit, the Port collects samples five times each year from the outfall that goes into the bay. The average of the five samples must fall below the benchmark of 50 ug/L (parts per billion,ppb) for copper and 85 ug/L for zinc. The Port's seasonal average is 43 ug/L for copper and 4 ug/L for zinc. The Port's ability to meet the seasonal average is phenomenal because it has not invested in expensive filtration systems because the boatyard does not generate enough revenue to justify the investment. Instead, the Port was one of the first to experiment with oyster shells in the trench drain and the vault. Oyster shells have been shown to be good at filtering dissolved copper and with proper maintenance and fresh shells each year, they have proven to be effective in meeting the stringent benchmarks established in the boatyard permit.

Commissioner Faires asked if the Port is somewhat unique in its ability to meet the benchmarks, and Ms. Kempf said she would not have this answer until she attends the next Northwest Marine Trade Association (NMTA) boatyard meeting. However, she has heard that some of the larger boatyards that installed filtration systems have been unable to meet the benchmarks. The Port's boatyard is much smaller, and the oyster shells are replaced every year in March. She said she is happy to see that the Port's approach of using oyster shells is working, along with the an emphasis on BMPs.

Ms. Kempf reported that in 2016, the Port's pump-out stations facilitated proper disposal of 423,150 gallons of blackwater/sewer from onboard marine sanitation devices. This free service encourages boaters to protect Puget Sound. Commissioner Faires asked if the Port has an estimate on how much it costs the Port to provide this free service, and Ms. Kempf answered no.

Ms. Kempf discussed the Port's recycling program. She advised that there are signs above each recycling bin, and they were designed to be simple and easy to understand. The goal is to make the facility cost effective and convenient for a wide array of users. Currently, the recycling facility is limited to glass, plastic, aluminum, tin and mixed paper (including cardboard). The program has been somewhat successful since there have only been 133 of 1,296 recycle container pick-ups that had to be disposed of as garbage due to contamination in 2016. Commissioner Preston said he would classify the program as very successful, since 90% of the container pick-ups qualified as recycling. Ms. Kempf reminded the Commission that staff does some sorting on a regular basis to make sure the program is successful.

Ms. Kempf provided a chart to illustrate the cost of the Port's Garbage and Recycling Program. Commissioner Preston asked about the additional cost associated with a recycling container being classified as garbage. Ms. Kempf said she believes the Port is charged around \$16.00 for each container that is contaminated.

Ms. Kempf said the goal of the recycling program is to balance between business, economics and the environment. It is difficult to implement enhancements or expansions without some source of direct revenue reimbursement, and garbage is something the Port does not get reimbursed for. It is difficult to justify spending money to create a fancy recycling station when the program is already quite successful. The current garbage and recycling sheds in the south marina have proven to be sufficient, but the north marina structures were delayed due to budget and parking considerations.

Ms. Kempf explained that, while the Port tries to use eco-friendly products, some have proven to be cost prohibitive. For example, the high-density garbage can liners which were used for a while and are supposed to decompose more quickly in a landfill, are very costly and would fall apart when filled with garbage. The ones currently used by the Port are Environmental Protection Agency (EPA) certified and cost less. They serve the Port's needs well and they require less petroleum-based materials to manufacture them. They are still eco-friendly..

Ms. Kempf advised that the Port tries to follow a Green Initiative by using eco-friendly paper products and cleaners when it makes good business sense, but sometimes the products are cost prohibitive. She referred the Commission to the list of products used by the Port, which was attached to the Staff Report.

Ms. Kempf concluded her presentation by suggestion that the Commission consider the following items for additional discussion:

- The pros and cons of locking the existing structures.
- Completing the structures in the north end of the marina.
- Making changes to existing structures.
- Continuing ongoing communications to educate on available disposal and recycle services.

The Commissioners concluded that the program was working well, but there is always room for improvement. They agreed it would be appropriate for staff to take the lead on deciding what improvements and/or changes are needed based on their day-to-day experience with the existing program. However, they emphasized their support for continuing to communicate with and educate the public. It was suggested that the next newsletter could contain an article commending the tenants for how well they are doing and providing some figures that illustrate the positive results. This could serve to make the tenants even more conscientious.

Joe Catalano, Edmonds, said he is currently a live-aboard tenant at the Port of Edmonds. He agreed that the Port has a good garbage and recycling program, but they may need to add a few additional containers. He pointed out that, oftentimes, the containers get full and the lids no longer close completely. This enables animals to get into the containers. Perhaps another solution would be to schedule more frequent pickups.

DEPUTY DIRECTOR'S REPORT

Ms. Kempf announced that the Port's mailer will go out on September 12th or 13th to all those living within the 98020 and 98026 zip codes (just over 26,000 residences and businesses). The Commissioners requested an opportunity to review the mailer before it is sent out so they are prepared to answer questions that might come their way from constituents. Ms. Williams agreed to forward a copy of the mailer to the Commissioners prior to it being sent out.

Ms. Kempf reported that the Port has signed a new contract for WiFi, and they are hopeful that the new company, Ecco Wireless, will be able to provide better service. The service boxes have been installed on all of the docks and the Port's maintenance staff is in the process of running power to them. Ecco Wireless is currently working to install antennas and other service equipment.

Commissioner Faires asked if the WiFi service would be available for guest moorage customers, too. Ms. Kempf answered that guest moorage customers can subscribe to the service directly through Ecco Wireless. Customers can pay a monthly fee to use the service, or also purchase the service on a daily or weekly basis.

Commissioner Faires suggested that, at some point, the Commission should consider the concept of providing complimentary WiFi service to guest boaters at the marina. Ms. Kempf explained that, although the Port's current WiFi service is free, people are not able to stream and they often get bumped off if too many people are using the service at the same time. Feedback from customers is what caused the Port to pursue a better system.

Commissioner Faires asked staff to provide information about how much it would cost for the Port to offer complementary WiFi service, as well as the best process for implementing the program. He noted that most marinas offer complementary service, and he is not comfortable charging guest moorage customers for the service. Ms. Kempf pointed out that the Port has entered into a contract with Ecco Wireless. Changing to a complimentary service would most likely require the Port to renegotiate the contract. Mr. Cattle agreed to review the contract and get back to the Commissioners with additional information about the terms of the agreement. The Commissioners agreed to discuss the issue further at a future meeting.

Commissioner Preston asked if live-aboard tenants would be able to subscribe to the service on a monthly basis, and Ms. Kempf answered affirmatively. She estimated that the monthly charge would be about \$16 depending on the service they sign-up for. Commissioner Preston asked if there would be problems if a large number of people are utilizing the service at the same time, and Ms. Kempf said she does not anticipate this will be a problem.

Ms. Kempf reported that float construction is going on at the marina, with the replacement of floats under certain docks that are currently unbalanced. The contractor has been great to work with, and the travelift and fuel docks were completed without any disruptions. V Dock was completed as well. The contractor then moved to the N Dock extension, which includes two tenant slips, as well as the reciprocal moorage for the Edmonds Yacht Club (EYC). The plan was to start work on September 6th and finish on September 12th. In anticipation of the project, the Port relocated the two tenants and the EYC's reciprocal moorage to guest moorage. However, the contractor later notified the Port that the rods he received were too short. He utilized the remaining rods to finish as much of the project as possible, while he reordered the rods needed to complete the work. As a result, the project has been delayed. The contractor expects to complete the remaining work sometime the week of September 18th. As per the contract, the contractor has until October 11, 2017 to complete the project.

Ms. Kempf reminded the Commission that the Pacific Coast Congress Conference is scheduled for September 19th through 22nd in Anacortes. Both she and Commissioner Preston will attend. She also reminded the Commission that Birdfest will take place in Edmonds on September 15th through 17th. Commissioner Preston advised that Puget Sound Express will be taking Birdfest attendees out for tours, and the EYC has sent information out to its members, who will also provide some tours.

Ms. Williams provided an update on the Port's social media efforts to date. She advised that she has locked down the Yelp and Google Plus pages and submitted documentation to Facebook that is pending approval. The Port will start service with Archives Social on September 14th.

COMMISSIONER'S COMMENTS AND COMMITTEE REPORTS

Commissioner Johnston announced that he would attend the Washington Public Port Association (WPPA) Fall Environmental Seminar in Vancouver on September 21st and 22nd. The agenda includes discussions about shoreline permits, how waterfront development at ports improve communities, environmental regulatory requirements, and stormwater management issues. Commissioner Orvis indicated he would attend the seminar, as well.

Commissioner Johnston reported that he visited the Edmonds Marsh twice in the past week where he met Bill Anderson and Ken Pickle, who are amazing individuals who love the marsh and enjoy taking pictures of the wildlife and birds. Commissioner Orvis said he also visited the marsh recently. He commented that the boardwalk and ramp are in significant disrepair. Council Member Teitzel has discussed this concern with the Edmonds Parks, Recreation and Cultural Services Department. He observed that with all the recent concern surrounding the marsh, no one has determined exactly what "restoring the marsh" means. Many think it is synonymous with daylighting Willow Creek. However, rather than significantly changing the marsh, perhaps it would be better to focus on maintaining what they already have. Commissioner Preston pointed out that there is a quite a bit more buffer at the marsh than there has been in the past, and that is partially why its condition has improved.

Commissioner Preston reminded the Commission that today is the 16th Anniversary of the attack on the World Trade Center and the Pentagon. He expressed his belief that the event changed the way people live and think in a way that cannot be undone.

Commissioner Preston referred to an article in *THE EDMONDS BEACON* about Gregg Jantz Jr., and his Segway Tour Business that is located on Port property. The family is doing phenomenal business in Edmonds.

Commissioner Preston commented that Washington State Ferries has indicated that they are having difficulty recruiting qualified ferryboat operators. He suggested the Commission should consider how it can help change the Revised Code of Washington to allow ports to be more proactive in programs that focus on training people for maritime work. Commissioner Gouge noted that the average age of ferryboat operators is increasing, and he suggested that ports need to put more pressure on the WPPA to support educational opportunities. He suggested that perhaps the Port of Edmonds could partner with the Port of Everett to explore opportunities further.

Commissioner Faires announced that he would attend the WPPA Annual meeting. Commissioner Gouge indicated he plans to attend, as well.

Commissioner Gouge reminded staff to advertise the WPPA Small Ports Seminar (October 26th and 27th) as a public meeting since four Commissioners (Johnston, Orvis, Preston and Gouge) plan to attend. He also suggested that the October 24th Public Officials Reception that is sponsored by the Economic Alliance of Snohomish County might also need to be advertised as a public meeting since most Commissioners plan to attend.

Commissioner Gouge observed that there are no items scheduled for the September 25th agenda. Commissioner Faires suggested the Commission could have a discussion about providing complimentary WiFi at the marina. The Commissioners agreed that staff could report on summer activities, and the Commission would also be interested in a report from Puget Sound Express. Ms. Kempf noted that Puget Sound Express would probably not be ready to report on the 2017 season until the end of October or first of November. Commissioner Johnston suggested that he and Commissioner Orvis could also report on their attendance at the WPPA Fall Environmental Seminar.

Joe Catalano, Edmonds, asked if the Port has been involved with the issue of train noise, and Commissioner Faires responded that the City has been working on the issue for about 10 years, but the Port has not been directly involved in the process. Council Member Teitzel reported that the City's budget identifies \$350,000 to create a quiet zone, but there have been some signal hang ups with the railroad that need to be ironed out. These should be resolved in a few months so the project can move forward.

Commissioner Orvis observed that there is no pedestrian gate on the Harbor Square side of the crossing. The only gate is on the west bound side.

ADJOURNMENT

The Commission meeting was adjourned at 8:10 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'SAJ', followed by a long horizontal flourish line extending to the right.

Steve Johnston
Port Commission Secretary