

PORT OF BELLINGHAM

MAC (MARINA ADVISORY COMMITTEE) MEETING
TUESDAY, MAY 12, 2009
SQUALICUM HARBOR OFFICE
BELLINGHAM, WASHINGTON

Minutes

Committee Members Present:

Peter Border
Jeff Hegedus
Ryan Kapp
Ron Kleinknecht
Paul Lavelle
Tim Mumford
Jim Splaine
Doug Sterrett
Roger Van Dyken
Jerry Writer
Jim Young

Committee Members Absent:

Mark Gumley
Gene Knutson

Port Representatives Present:

Dan Stahl
Mike Endsley
Pam Taft
Andy Peterson

Committee Members Excused:

Joe Orem

Visitors/ Guests:

Commissioner Jim Jorgensen
Hamilton Hayes

Roll Call

Jeff Hegedus called the meeting to order at 6:05 pm.

April 14, 2009 Minutes

Roger Van Dyken made a motion to approve the April 14, 2009 minutes. The motion was seconded by Jim Splaine. The motion to approve the minutes passed unanimously.

Public Comment

There was no public comment.

Jeff Hegedus asked the MAC members how they thought opening day went. We had beautiful weather and a large turnout. Jeff thought it was one of the best opening days in recent memory

Weblocker Update

Dan gave a brief overview of the April 14th MAC meeting for those members who were not present and then gave the following update. Dan briefed the Port Commissioners at their work study meeting on April 21, 2009, the week after the April MAC meeting. Dan then followed up with an action item to the Commission at their May 5th meeting which passed unanimously. The Commission action included two specific actions: 1) eliminating the “tag-up” requirement from the 2009 Weblocker Active Commercial Fishing category and 2) delayed implementation of the determination of active commercial fishermen from June 1, 2009 until January 1, 2010. The harbor staff has sent letters to all the active commercial fishermen updating them of the Commission action on May 5. Dan handed out a copy of the Commission action item to review with the MAC members present.

Visitor Moorage Rates

Pam Taft presented this issue as a follow-up to the discussion at the April MAC meeting. Pam had prepared a two page memo with specifics that were requested by the MAC at the April meeting. Pam went through the memo line by line addressing how the Port of Bellingham charges for visitor moorage, how those charges compare to other ports in Puget Sound and, lastly, an initial look at the variable charges that the Port incurs in providing that service. Pam clarified that the revenues from transient moorage are a revenue input into the Port’s cost model. Significant discussion ensued with the MAC members regarding the best visitor moorage rate for the Port to charge. Roger Van Dyken talked about this being a fairly significant marketing piece for the Port that perhaps this is a loss leader that helps to bring others to the community. Other MAC members were fairly outspoken that the charges are more than fair when compared to other marinas especially considering that the Port has not raised this rate since 1998. After significant additional discussion, Peter Border recommended that the MAC endorse staff recommendations to raise visitor moorage from \$.50 per foot per night to \$.75 per foot per night for the April through October “high season” and to remain at the existing rate of \$.50 per foot per night for the November through March time period. Mr. Border stated that he made the motion in reliance of the market data. Ryan Kapp seconded the motion and the motion passed unanimously.

Tariff Structure

This was presented by Mike Endsley. Mike passed out a one page memo in follow-up to the prior meeting’s discussion on the tariff structure for Port rates. Mike reviewed the existing rate structure of the daily charge of \$.50 per foot and the weekly charge of \$2.00

per foot (these two rates have not been updated since 1998) and the monthly charge of \$6.51 per foot. It is this monthly rate that has been adjusted annually and is currently out of step with the other two rates. Mike reviewed three different scenarios to give the MAC examples of why the tariff structure is in need of revision. Mike clarified that his purpose in bringing this issue to the MAC this evening was to gain additional input so that he could go back and fine tune a recommendation to bring back to the MAC at a subsequent meeting. Significant Q & A followed. Mike received more than enough input to do his next piece of staff analysis. This would include integrating his tariff structure recommendation with 1) the Loan a Slip Program, 2) integration with the Port's financial software (CC Marina) and 3) further investigating the fiscal impacts to this item.

Jeff Hegedus summed up the MAC discussion by saying that the Port should strive to have the tariff structure be simple and fair. Jim Young emphasized the importance of customers giving notice to the Port in order for them to receive a more favorable pro rating system on moorage rates.

Power Cords

Mike Endsley handled this issue distributing a one page memo with suggested language for a revision to the Port's Rules and Regs regarding inappropriate electrical connections between vessels and Port power stands. Mike reviewed the hand-out along with the suggested language which follows industry practice. Mike described the notification process for moorage customers that are outside of established policies. Mike will be developing a one page handout on BMP (Best Management Practices) for use of power cords in the harbor. Peter Border, who is also a member of the Harbor Awareness Team (HAT), gave the MAC members some updates that the HAT has been working on this issue for over a year and that there are a number of repeat offenders in the harbor and without some mechanism in the Rules and Regs it is difficult for Port staff to appropriately enforce this important safety issue. The MAC suggested adding language stating a power disconnect on the part of Port staff would be at the risk and expense of the boater. After further Q & A from the MAC, Peter Border made a motion for the MAC to endorse the suggested language changes made on Mike Endsley's handout: "Improper cords will be disconnected by the Port, at the owner's risk and expense, and electrical service will be discontinued. Electrical service will be returned only when a proper cord, per the definition above, has been supplied by the boater." Mr. Border further stated that Port staff should be given authority to amend that recommendation based on final legal review. This motion was seconded by Jim Young and passed unanimously.

Security Contract

Dan updated the MAC on the Port's procurement process for reviewing its security contract. For a number of years, the Port has had Whatcom Security as its security provider. The Port recently published an RFP (Request for Proposal). A number of local and regional firms submitted. The Port has gone through its review process and has selected a company called Securetrans LLC to be our new security provider effective June 1. All three of the Port's marine division managers (Mike Endsley, Pam Taft and Dave Warter) went down to Securetrans headquarters in Seattle earlier this week to review company procedures and to assist them in ramping up for a June 1 start. Tim Mumford mentioned that several people in the harbor have been commenting about this

change in service provider. Discussion ensued with the MAC about ways to assist Securetrans LLC in having a smooth transition and also a way for the Port to monitor their performance to ensure that the level of service provided to the marinas is appropriate. Mike Endsley commented that the Port has ten miles of docks and that it is important for Securetrans to have good operating procedures to ensure the level of service that our customers have come to expect. Jeff Hegedus suggested that a Securetrans manager should be invited to a MAC meeting. It was agreed that this would be a good step. Port staff will make that invite for our June meeting. Jim Splaine suggested that the Port make reference to the change in the newsletter and encourage customers to go introduce themselves to the Securetrans employees to assist in their transition.

Customer Service Report

Pam Taft delivered a PowerPoint presentation (attached) regarding the Port's Customer Experience Survey. Pam reviewed the differences in responses for both Squalicum and Blaine. Significant discussion ensued. Staff will use the results of this survey as they are planning future expenditures both on the operating side and the capital side. Several issues that stood out were the ongoing maintenance and repair efforts at Squalicum which is a much older marina than Blaine and the survey also highlighted the importance of keeping the restrooms clean for both our existing and our transient boaters. Jeff Hegedus commented that he didn't see any real surprises in the survey but applauded the Port's efforts in keeping in close contact with its customers.

Election of New Vice Chair

As Ham Hayes had resigned at the prior meeting, there was need to fill his position as vice chair. As background, the prime role for the vice chair is to run meetings when the chair is absent and to also fill in as needed. Jeff Hegedus has missed few meetings in his service to the Port but a backup position is always a good idea. Jeff Hegedus opened the floor for nominations. Tim Mumford moved that Jim Splaine be considered for the position based on his long standing experience not only at the Port facility but other facilities in Puget Sound coupled with his dedication to the MAC. Tim noted that Jim has not missed a meeting in several years and is very diligent in following Port issues. The motion was seconded by Ryan Kapp and passed unanimously.

Summer Schedule

For the benefit of the new members, Jeff reminded the MAC that the committee typically takes a recess in July and August and returns to its normal schedule in September. There have been exceptions in the past when issues have come up and MAC members have responded as they are able. After some discussion it was agreed that it was appropriate for the MAC to take off July and August. There was discussion about having a barbeque for the June meeting. Port staff was asked to investigate what facilities might be open for that. Port staff will follow up via email to let MAC members know.

ASB Update

Dan reviewed a draft graphic with the MAC that showed the latest rendition of the public access and habitat berms in the ASB. Dan described both qualitatively and quantitatively

how those components came together in the graphic. Both the public access and the in-water habitat were currently at approximately four acres each with several components that could be added to them to exceed the four acre requirement for each component.

With the update being finished, Jeff Hegedus adjourned the meeting at 8:29 p.m.