



PORT OF BELLINGHAM
Washington State

MEETING AGENDA
PORT OF BELLINGHAM BOARD OF COMMISSIONERS
TUESDAY, JANUARY 5, 2021
CONFERENCE ROOM – HARBOR CENTER BUILDING
1801 ROEDER AVENUE, BELLINGHAM, WASHINGTON

Port of Bellingham Mission Statement: To promote sustainable economic development, optimize transportation gateways, and manage publicly owned land and facilities to benefit Whatcom County.

A Whatcom County public health emergency is still in effect, to reduce the spread of novel coronavirus (COVID-19). There are two ways to participate, or you can watch it on YouTube:

- 1) Conference Dial in (669) 900-9128, you will be prompted to enter a Meeting ID: 912 6285 7792; Passcode: 010521 (please mute your phone, unmute if called on for public comment)
- 2) Zoom.us Webpage/App Meeting ID: 912 6285 7792; Passcode: 010521 (please mute your mic)
- 3) <https://www.youtube.com/user/PortBellingham>

3:30 PM OPEN PUBLIC MEETING, IMMEDIATELY RECESS TO EXECUTIVE SESSION

The purpose of the executive session will be to discuss potential litigation, real estate transaction pursuant to RCW 42.30.110 (i) (c).

4:00 PM CLOSE EXECUTIVE SESSION, OPEN THE PUBLIC MEETING, ROLL CALL

<p><u>PUBLIC COMMENT PERIODS</u>– During the meeting, there will be 2 Public Comment periods: One at 4:00 PM and another at 5:30 PM. Out of respect for everyone who attends the Commission meeting, each public comment period may be limited to 15 minutes total. Speakers are asked to keep their comments to less than 3 minutes. Please feel free to submit further comments in writing.</p>
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CONSENT AGENDA

- A. Approve [minutes from the December 8, 2020](#) regular scheduled commission meeting.
- B. Motion to authorize the Executive Director to provide [monetary recognition awards](#), in the form of gift cards, to all employees in lieu of the annual service award luncheon.
- C. Authorize the Executive Director to execute Modification of Lease Agreements between the Port and Bellingham International Airport based food and beverage concessionaires [WGR Airport LLC.](#), (Scotty Brown's) and Halibut Henry's LLC for continued rent abatement. The rent abatement being applicable for an initial three month period with the option to extend for a second three months conditioned upon a review of passenger demand in the 1st quarter and mutual agreement.
- D. A motion authorizing the Executive Director to approve payment to the [Department of Natural Resources](#) for Aquatic Lands Harbor Lease Nos. C2200002469 and C2200002470 for the period of December 1, 2020 through November 30, 2021.
- E. Reallocate funds from [Capital Improvement Project](#) 107-910-1900 to CIP 107-909-1900 to fund the construction of a canopy over the existing trash enclosure located in the Bellwether Building parking lot.
- F. Motion by the Commission to authorize:
 - Reallocation from GL#107-790-1900 to GL#1 07-895-1900 to supplement the existing budget for the [Bayview Ballroom Expansion project](#).

- Fourth Modification of Lease and Project Development Agreement between the Port of Bellingham and Bellwether Harbor Investments LLP for the Ballroom at Bayview Center Building, 12 Bellwether Way.
- G. Authorize [reallocation of funds](#) from Line 292 of the 2020 Strategic Budget to GL#228-704-1900.
- H. Motion to authorize the Executive Director to execute a site use agreement for [Bellingham Seafeast](#) to operate Bellingham Dockside Market in Squalicum Harbor.
- I. Motion by the Port Commission to approve a Renewal and Modification of [NTG Fabrication](#), Inc., Lease for Building 7 at Fairhaven Marine Industrial Park.
- J. Motion by the Port Commission to approve a [Modification of Lease](#) between the Port of Bellingham and W. Bryan Chesledon and Mary Lou Chesledon.
- K. (A) Motion by the Commission to approve the Consent to Assignment of Lease for [Change of Ownership](#) from Elite Salons by Riggs LLC dba Zazen Salon Spa to Fenex Salon and Spas LLC dba Zazen Salon Spa for Suite 102 at 11 Bellwether Building.
(B) Motion by the Commission to approve the new Commercial Lease between the Port of Bellingham and Fenex Salon and Spas LLC dba Zazen Salon Spa for Suite 102 at 11 Bellwether Building.
- L. (A) Motion by the Commission approving the Consent to [Assignment of Airport Lease](#) from Mark Royer TTEE, Select Wealth Advisors Inc. Safe Harbor 401 (K) Plan ("Royer TTEE") to Alpha Technologies Inc. ("Alpha") for Lease Area #15 of the Bellingham International Airport Binding Site Plan.
(B) Motion by the Commission approving the Consent to Sublease of Port's Airport Lease between Alpha and Bellingham Aviation Services LLC ("BAS") for Lease Area #15 of the Bellingham International Airport Binding Site Plan.
- M. Motion by the Port Commission to approve a [COVID-19 Pandemic Restaurant Rent Relief Policy](#) ("Policy"), authorizing the Executive Director to implement rules and procedures related to the Policy and authorizing the Executive Director to approve rent waivers pursuant to the Policy.

PRESENTATIONS

1. Millworks- Integrated Planning Grant Work Update

ACTION ITEMS

1. Motion by the Port Commission to approve the [Airport Industrial Park Lease](#) between the Port of Bellingham and APP Impex Inc. dba Advanced Performance Parts for premises located at 3928 Williamson Way, Bellingham, WA also described as Lease Area #7 of the BLI Airport General Binding Site Plan.
2. Commission motion authorizing the Executive Director to execute a [Purchase and Sale Agreement](#) for funds and all other transactional documents necessary to close the transaction between Romaine Electric Corporation and the Port of Bellingham for the Port's purchase of the building and land located at 1030 C Street, Bellingham.

OTHER BUSINESS

ADJOURN

For citizens with special needs, the Port of Bellingham Harbor Center Conference Room is fully accessible. For additional accommodations, please call the Port of Bellingham at (360) 676-2500 at least four (4) business days in advance of the meeting.

ADVISORY COMMITTEE MEETING SCHEDULES

MARINA ADVISORY COMMITTEE (MAC) –

January 12th @ 6PM via zoom

Bellingham International Airport Advisory Committee (TAAC & BIAAC) –

January 14th @ 4PM via zoom