



PORT OF BELLINGHAM
Washington State

MEETING AGENDA
PORT OF BELLINGHAM BOARD OF COMMISSIONERS
TUESDAY, APRIL 20, 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 (253) 215-8782, you will be prompted to enter a Meeting ID: 972 4644 0084 Passcode: 042021 (please mute your phone, unmute if called on for public comment)
- 2) [Zoom](#) Meeting ID: 972 4644 0084; Passcode: 042021 (please mute your mic)
- 3) <https://www.youtube.com/user/PortBellingham>

2:00 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 the end of the meeting. 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>

CONSENT AGENDA

- A. Approve minutes from the [March 16, 2021](#) regular scheduled commission meeting.
- B. Approve minutes from the [March 30, 2021](#) special commission meeting.
- C. Approval of a motion to [write off](#) the delinquent account balances for Bellhaven Inc. and Seafarms International.
- D. Authorize by ratification the Executive Director's [acceptance of the grant\(s\)](#) and funds under the Coronavirus Response and Relief Supplemental Appropriations

Act (Public Law 116-260). The Airport's on-going response to the pandemic and provide relief to airport concessionaires.

- E. Approve a motion authorizing the Executive Director to sign two [grant contracts](#): one between the Port of Bellingham and the Washington State Department of Commerce and one between the Port of Bellingham and grant recipient 360 Modular.
- F. Approve a motion authorizing the Executive Director to execute the Second Amendment to the current [Cost Sharing Agreement](#) between the Port of Bellingham and Bornstein Seafood's, Inc. for the I&J Waterway Site and to execute Amendment No. 4 to the Professional Services Agreement with Crete Consulting, Inc.
- G. A motion authorizing the Executive Director to enter into a Memorandum of Understanding with Washington State Department of Fish and Wildlife for the storage of a cargo trailer at Blaine Harbor for the [2021 Green Crab trapping season](#).
- H. Motion to approve one [new member](#) to the Port's Marina Advisory Committee (MAC).
- I. Commission motion to authorize the Executive Director to enter into a new [Waterway Permit](#) agreement #20-A92231 with the Washington State Department of Natural Resources for use of State owned aquatic lands within the Whatcom Waterway.
- J. Motion by the Port Commission to authorize the Executive Director to execute an [Easement Agreement](#) with Aliotti Construction LLC for Port property located adjacent to 1000 C Street, Bellingham, Washington 98225.
- K. Motion by the Port Commission to approve a [use permit](#) for Pacific Coastal Ventures, Inc., d/b/a Alaska Wild Fish and Chips to operate a mobile food service vehicle in Blaine Harbor.
- L. Motion by the Port Commission to approve a Consent to [Assignment of Lease](#) from Heather Lange d/b/a The Coffee Junction to Fairhaven Junction, LLC. for property located in Fairhaven Station, Bellingham, Washington.
- M. Motion by the Port Commission authorizing the Executive Director to execute an approximately thirty (30) day extension of the [Letter of Intent](#) for the acquisition of 1000 C Street in exchange for Port property in Fairhaven plus monetary funds.
- N. A motion for the Commission to approve the appointment of the following members to a three (3) year term on the [Bellingham International Airport Advisory Committee](#) (BIAAC) as the Pilot Association Representative and Commercial Aviation Representative: Martin Spencer (Pilot Association) & Grady Henderson (Commercial Aviation).
- O. Motion by the Port Commission to approve a [Modification of Lease](#) between the Port of Bellingham and On-Board Marine Services, LLC for premises at the Blaine Marine Industrial Area.
- P. Motion by the Commission to approve the Consent to Assignment of Lease for [Transfer of a Portion of Company Unit Shares](#) Change of Ownership form OMNI Property Management LLC to Lacey Lutjemeier and Lake Time management LLC.
- Q. Resolution by the Port Commission authorizing the Executive Director to [purchase a used LHM 420 Harbor Crane](#) from the U.S. General Services Administration (via WA State Office of Enterprise Services) at a "tax free" price. Additional funds are needed to partially disassemble, load, and transport the crane from its location in West Sacramento, CA to the BST. Due to time constraints (a twenty-one day window of availability) and the limited number of qualified vendors, this action does not employ the usual competitive bidding process.

PRESENTATIONS

1. Q1 Financial Update
2. Waterfront District Update
3. Port Security Budget Update

ACTION ITEMS

1. A motion authorizing the Executive Director to enter into a [grant agreement](#) with the United States Department of Agriculture for funding for the Whatcom County Rural Energy Audit Program and to execute associated documents with project partners to implement the grant scope of work.
2. Appropriate funds to a new 2021 project to install [security gates](#) at Squalicum Harbor.
3. Appropriate funds to a new 2021 project to construct the [Peter Paulsen Stage](#) in the Waterfront District.
4. Motion by the Port Commission to approve a [Modification of Lease](#) between the Port of Bellingham and Seaview Boatyard North, Inc. for premises at Squalicum Harbor.

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) –
May 11th @ 6 PM via Zoom

Bellingham International Airport Advisory Committee (BIAAC) –
July 15th @ 4 PM via Zoom