

**MINUTES OF THE PORT OF BELLINGHAM  
BOARD OF COMMISSIONERS MEETING  
HELD TUESDAY, JANUARY 21, 2025  
REGULAR IN-PERSON/ HYBRID MEETING**

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**Consent Agenda**  
**Item # A**

**Commissioners:**

|                 |                |
|-----------------|----------------|
| Bobby Briscoe   | President      |
| Ken Bell        | Vice President |
| Michael Shepard | Secretary      |

**Staff:**

|                  |                                  |
|------------------|----------------------------------|
| Rob Fix          | Executive Director               |
| Holly Stafford   | Port Legal Counsel               |
| Tamara Sobjack   | Chief Financial Officer          |
| Tiffany DeSimone | Director of Maritime             |
| Tyler Schroeder  | Director of Economic Development |

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**2:00 PM OPEN PUBLIC MEETING, IMMEDIATELY RECESS TO EXECUTIVE SESSION**

At approximately 2:00PM, President Bobby Briscoe opened the public meeting and announced the purpose of the executive session is to review the performance of a public employee per RCW 42.30.110(1)(g); and to discuss with legal counsel litigation or potential litigation per RCW 42.30.110(1)(i). He announced the executive session is expected to last two hours, and the Commission will reconvene the public portion of the meeting at 4:00 PM. Adjourned to the executive session.

**4:00 PM CLOSED EXECUTIVE SESSION AND RECONVENED PUBLIC MEETING.**

At approximately 4:00 PM, President Bobby Briscoe closed the Executive Session and reconvened the regular meeting, and announced all three Commissioners were present.

**READ ADVISORY COMMITTEE MEETING SCHEDULES**

Commissioner Briscoe read the Advisory Committee meeting schedules:

- Marina Advisory Committee (MAC), February 11 @ 6PM at the Port Admin Office Harbor Center Room, IN-PERSON ONLY.
- Bellingham International Airport Advisory Committee (BIAAC), April 17 @ 4PM at the Airport Rescue Firefighting Station and on Zoom.

**4:00PM PUBLIC COMMENT**

President Bobby Briscoe stated there are two 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.

**PUBLIC COMMENTS**

Commissioner Briscoe called for public comment. There were none.

**NEW HIRE INTRODUCTION**

Item moved to the next meeting.

**CONSENT AGENDA**

- A. Motion to approve minutes from the January 7, 2025 Regular Scheduled Commission Meeting.
- B. Motion authorizing the Executive Director to execute the Settlement Agreement in the matter between the Port of Bellingham and Kristin Noreen.

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- C. Motion to approve Resolution No. 1106-BB, delegating certain administrative powers and duties to the Executive Director.

Discussion:

Commissioner Bell asked for and received an explanation of the changes on Item C, Resolution 1106-BB.

Motion: Approve Consent Agenda Items A-C.

Motion approved with a 3 - 0 Vote

**PRESENTATIONS**

1. Tiffany DeSimone, Director of Maritime, gave an update on the Marinas Division's 2024 accomplishments and 2025 goals, and indicated that the Commission would be receiving more detailed information on each item at later Commission meetings.
2. Tyler Schroeder, Director of Economic Development, introduced Andrew EntriKin from Whatcom PUD, and gave an update on the Broadband Equity Access and Deployment (BEAD) Program, including timing and partnership with Whatcom PUD. The discussion included location and number of underserved/unserved households, potential costs, and alternatives to fiber.

**PUBLIC COMMENTS**

Commissioner Briscoe called for a second public comment period. There were none.

**OTHER BUSINESS**

1. Michael Shepard asked for an update on the Blaine Shipyard.
2. Ken Bell asked for an update on the Port's in-house security team and the effect on Port property from the City's encampment cleanup efforts. Bobby Briscoe inquired about the security team's safety, especially at night.
3. Ken Bell brought up a concern about the proposed Community Benefits Agreement requiring the unionization of contractors for public projects, and the resulting increase in costs.
4. Michael Shepard announced that the Fire and Story Festival is starting at the Waterfront.
5. Rob Fix asked the Commission to approve a two-month extension of the parking services contract at the airport due to a delay in getting the automated parking system up and running.

Motion: Authorize the Executive Director to execute a two-month extension and modification of the agreement for parking management services at Bellingham International Airport with SP+ Corporation for a total of \$91,160.

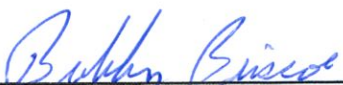
Motion approved with a 3-0 vote

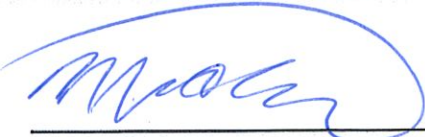
**RECESS THE PUBLIC MEETING TO RESUME EXECUTIVE SESSION**

At approximately 5:30 PM, President Bobby Briscoe recessed the public meeting to resume the Executive Session for the reasons stated earlier, and announced the Executive Session is expected to last 30 minutes.

At approximately 6:00 PM, President Bobby Briscoe announced the Executive Session is extended another 30 minutes.

At approximately 6:30 PM, President Bobby Briscoe closed the Executive Session and adjourned the meeting.

  
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President/Vice President

  
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Secretary