Consent Agenda
Item # A

MINUTES OF THE PORT OF BELLINGHAM BOARD OF COMMISSIONERS MEETING
TUESDAY, FEBRUARY 4, 2025
REGULAR IN-PERSON/ HYBRID MEETING

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
Elliott Smith	Director of Real Estate and Asset Management
Alex Hildreth	Director of Facilities
Brian Gouran	Director of Environmental and Planning Services
Alex Young	Airport Operations Manager
Matt Cress	Marine Terminals Business Development Mgr.

1:00 PM OPEN PUBLIC MEETING, IMMEDIATELY RECESS TO EXECUTIVE SESSION

At approximately 1:00 PM, 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 three 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

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

4:00 PM 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.

No public comment.

NEW HIRE INTRODUCTION

Introduction of Sam Gomes, Maintenance Technician and Tracy Lewis, Executive Assistant

CONSENT AGENDA

A. Motion to approve minutes from January 21, 2025 Regular Scheduled Commission Meeting.
B. Motion to approve Resolution #1362-F, removing employee cash tills for Squalicum Harbor.
C. Motion to approve Burt Weber to a three-year term to the Bellingham International Airport Advisory Commission (BIAAC).

Discussion:
Motion: Approve Consent Agenda Items A-C
Motion approved 3-0 Vote

ACTION ITEMS:

1. Motion to approve the Harbor Land Lease between the Port of Bellingham and Granite Construction Company.
    a. Elliott Smith, Director of Real Estate and Asset Management and Tiffany DeSimone, Director of Maritime, gave a presentation of the Harbor Land Lease.

   Discussion: Commissioners discussed best practices with Granite Construction. Commissioners expressed interest in being consulted prior to revisions to truck routes. Signage for the new truck route is needed from Guide Meridian onto Bakerview leading to I-5.
   Motion approved 3-0 Vote

2. Motion to approve and adopt the Bellingham International Airport Rules and Regulations.
    a. Alex Young outlined the purpose of the change is due to a vulnerability that was found in the recent Transportation Security Administration Inspection.

   Discussion:
   Motion approved 3-0 Vote

3. Motion to approve the modifications to the Airport's Tariff and Fee Schedule, which includes increases in Aviation Fees and Ground Service Fees for the calendar year of 2025.
    a. Alex Young spoke to the tariff and increased fees.

   Discussion: Commission would like to see a comparison of fees for other airports.
   Motion approved 3-0 Vote

PRESENTATIONS

1. Tamara Sobjack, Chief Financial Officer, gave a 2024 Year End Financial presentation.

2. Brian Gouran, Director of Environmental and Planning Services, opened discussion with the Commissioners on how they would like to proceed with the next steps for the Waterfront.

   Discussion: Next steps will include a meeting with Commissioners and staff to review multiple options and then proceed with a meeting with stakeholders, elected officials and all interested parties for input.

3. Stephanie Wiley, Community Outreach Supervisor gave a Community Outreach update.

PUBLIC COMMENTS

Commissioner Briscoe called for a second public comment period. One individual commented.

OTHER BUSINESS

1. Discussion regarding Craig Henderson's hand boat launch in Squalicum Park.
2. Discussion regarding Blaine fueling facility and clarification that cleanup is necessary before any action can be taken. There was a potential agenda item scheduled for the February 18th meeting, but it was determined it was unnecessary at this time.
3. Discussion regarding Day Sailboat.
4. Commission asked for an update of the Washington State Ferry in the Whatcom Waterway.

PRESIDENT BOBBY BRISCOE ADJOURNED THE MEETING AT APPROXIMATELY 5:50 PM

President/Vice President

Secretary