

**MINUTES OF THE PORT OF BELLINGHAM
COMMISSION MEETING
HELD TUESDAY, FEBRUARY 15, 2022
REGULAR IN-PERSON/REMOTE MEETING**

**Consent Agenda
Item # A**

Present:	Commissioners:	
	President	Bobby Briscoe
	Vice President	Ken Bell
	Secretary	Michael Shepard
Staff:	Rob Fix	Executive Director
	Jon Sitkin	Port Legal Counsel
	Elliott Smith	Director of Real Estate
	Emily Phillippe	Airport Operations Manager
	Stephanie Wiley	Community Outreach Supervisor
	Carey Jones	Executive Administrator

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

At approximately 2:00 PM, President Bobby Briscoe opened the public meeting, and immediately recessed to the executive session.

4:00 PM OPEN PUBLIC MEETING, ROLL CALL

At approximately 4:00 PM, President Bobby Briscoe closed the executive session and re-opened the public meeting, and announced that all three Commissioners were present.

4:00 PM PUBLIC COMMENT PERIOD

John Lesow from Point Roberts extended his earlier invite for the Port Commissioners to come to Point Roberts for a tour of the point.

Commissioner Briscoe said the Port is a long way from considering the purchase of the Point Roberts Marina.

COMMISSIONER BRISCOE READ THE ADVISORY COMMITTEE MEETING SCHEDULES

- Marina Advisory Committee (MAC) – March 8 @ 6 PM on Zoom
- Bellingham International Airport Advisory Committee (BIAAC) – April 14 @ 4 PM on Zoom

CONSENT AGENDA-

- A. Approve minutes from the February 1, 2022, regular scheduled commission meeting.
- B. Approval of a motion authorizing the Executive Director to execute a Final Proof of Loss statement between the Port of Bellingham, the Lexington Insurance Company, Hallmark Specialty, Aspen UK, and Ironshore Specialty Insurance for costs incurred due to the February 3, 2021 storm damage to the Fairhaven Shipyard pier utilities.
- C. Motion by the Commission to approve the Consent to Assignment of Lease for change of ownership from XYZ Media, Inc. to John Wiley & Sons, Inc.
- D. Motion by the Port Commission to approve a Consent to Assignment of Lease from Dominion Fisheries, LLC, to Fathom Seafood 2 LLC, for property located in Fairhaven, Bellingham.

Motion: Approve Consent Agenda items A - D

Discussion: No discussion by the commission.

Motion approved with a 3 - 0 Vote

PRESENTATION

1. Community Outreach Update

Discussion: Community Outreach Supervisor Stephanie Wiley gave a Social Media Overview, provided an outlook of Port Events Calendar for this year, and finished the presentation with a short video clip of the release of Hero, an octopus from the Ports Marine Life Center.

ACTION ITEMS

1. Motion to approve amendments to the Bellingham International Airport 2022 Capital Improvement Program (CIP) to include a new security project in Parking Lot A, and to update projects to include additional Federal funding allocated to the airport through the American Rescue Plan (ARPA), the Infrastructure Investment and Jobs Act which will become public-law after the CIP is approved, and authorize the Executive Director to accept and execute the related Federal Aviation Administration grants

Discussion: Airport Operations Manager, Emily Phillipe, gave a presentation on the amendments to the Aviation's Capital Budget, as well as authorizing the Port's Executive Director to execute and then accept the grant offers that are in conjunction with those Capital Projects. Emily explained that COVID relief legislation approval occurred after the Port's Capital Budget was approved and amendments were being sought to secure additional federal funds.

Commissioner Shepard asked what items on the revised budget spreadsheet would be funded at 100% and which were at the 90% match. Emily explained that grants funded through the American Rescue Plan Act (ARPA) were at 100%. This encompassed a roughly four million dollar grant that previously went to the Port Commission back in August of 2021 to help fund debt payment services for the BLI Commercial Terminal, as well as the ongoing operational costs. The Port is still waiting on the additional concessionaire grant that will be at 100% that will be used for the rental car concessionaires, the Port will keep two percent of those grant funds to administer that back to them. Emily explained that the bulk of the capital projects shown on the revised budget will be federally funded at 90%.

Commissioner Bell asked Emily if there has been any discussion about upgrading the tower. Emily said the aviation team's discussions with the FAA have been unsuccessful and that FAA has been very transparent that they will not be funding a RADAR feed due to the unique airspace issues with BLI's close proximity to Canada.

Commissioner Bell asked what is BLI doing in the next few years about developing the undeveloped property around the Airport for industrial uses and other types of uses. Emily said the Port is working hard to make BLI as attractive as possible. The Airport staff has been working with the Real Estate Division as well as Economic Development to advertise those parcels of property.

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Commissioner Briscoe asked about the removal of the construction runway shoulders on the budget. Emily said that particular construction project has been pushed out to 2027, the reason for the price increase is due to BLI being a single runway airport which requires nighttime work that won't impact commercial airlines.

Motion approved with a 3 - 0 Vote

END OF MEETING PUBLIC COMMENT PERIOD

No public comments

OTHER BUSINESS

Commissioner Bell thanked Veritas Media for the new camera system and told them they are doing a great job filming the Port Commission Meetings.

Commissioner Shepard gave a shout-out to the Port Maintenance Department and said the Squalicum Harbor facilities look great.

Commissioner Bell asked Director of Real Estate Elliott Scott for an update on the proposal for the Boardmill Building. Elliott reported they have had over 200 views on the website with the RFP documents. He said the interested parties are from across the US and into Canada, he looks forward to start receiving proposals.

Commissioner Briscoe spoke about the Smart Trips program and asked his fellow Commissioners and the Port for support to help this organization, as they are in need of funding, and I for one would like to help them out.

With no other business, the meeting adjourned at approximately 4:48 PM



President/Vice President



Secretary