

**MINUTES OF THE PORT OF BELLINGHAM  
COMMISSION MEETING  
HELD TUESDAY FEBRUARY 21, 2017  
HARBOR CENTER ROOM  
1801 ROEDER AVENUE, BELLINGHAM, WASHINGTON**

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Present: Commissioners:  
President Dan Robbins  
Vice President Bobby Briscoe  
Secretary Michael McAuley

Staff:

Brian Gouran	Environmental Programs Director
Tamara Sobjack	Finance Director
Adam Fulton	Facilities Director
Elizabeth Monahan	Human Resources Director
Sylvia Goodwin	Planning & Economic Development Director
Shirley McFearin	Real Estate Director
Steve Shipman	Real Estate Representative
Greg Nicoll	Project Engineer
Brady Scott	Real Estate Representative
Andy Peterson	Blaine Harbormaster
Terry Ilahi	Real Estate Analyst/Representative
Frank Chmelik	Port Counsel
Diane McClain	Executive Secretary

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**4:00 p.m. – OPEN PUBLIC MEETING, ROLL CALL** Commission President Robbins called the meeting in the Harbor Center room to order at approximately 4:00 PM.; noting all 3 Commissioners were present.

**PUBLIC COMMENT PERIOD** – The following persons voiced concern regarding the lease transaction approved in January with GrandCamp International, LLC for future storage, handling, debarking and loading of logs at the Port's Bellingham Shipping Terminal:

1. Gerry Millman, President of Great Western Lumber Company in Everson, presented letters from his company and reported the GrandCamp log export activity will have negative impacts on the community, businesses and jobs. 2. Tallen Johnson presented a map of the marine shoreline and questioned the municipal codes in the Waterfront District.

**CONSENT AGENDA**

- A. Approve the minutes of the February 7, 2017, Regular commission meeting.
- B. Authorize the Executive Director to execute Amendment No. 2 to the Professional Services Agreement with K Engineers of Lynden, Washington for the Squalicum

Harbor Gate 3 Electrical Upgrades in the amount of \$9,750, which includes construction administration support services, for a revised total authorized contract amount of \$82,350.

- C. Approve Modification of Lease and Concession Agreement(s) between the Port of Bellingham and the following rental car agencies located at the Bellingham International Airport (BLI): Avis Rent A Car System, LLC, Budget Rent A Car System, Inc., EAN Holdings LLC, and The Hertz Corporation.

Motion: Approve Consent Agenda items A through C.

Discussion: None.

Motion approved with 3-0 vote.

## **ACTION ITEMS**

### **1. INTERLOCAL AGREEMENT WITH WHATCOM COUNTY FOR REAL ESTATE SERVICES**

Motion: Authorize the Executive Director to execute an Interlocal Agreement with Whatcom County for Port Real Estate Services.

Discussion: Real Estate Representative Steve Shipman explained the proposed action pertains to a County owned building located on Port property at 3720 Williamson Way within the Port's Airport Industrial Park. Current Industries had a lease with the Port and Chinook Industries operated out of the building for many years before vacating in July 2016. The County is seeking the Port's expertise for real estate services needed to negotiate a lease, secure a tenant and provide ongoing management of the 10,000 square foot building for a 20% fee on a month to month basis.

Motion Approved with a 3-0 vote.

### **2. CONTRACT WITH ELITE ELECTRICAL FOR SQUALICUM HARBOR GATE 3 ELECTRICAL UPGRADES**

Motion: Authorize the Executive Director to execute a contract with Elite Electrical of Bellingham, Washington for the Squalicum Harbor Gate 3 Electrical Upgrades in the amount of \$402,436.75 plus a 10% contingency for a total authorized contract amount of \$442,680.42; and reallocate \$125,000 from Line 76 of the 2017 Capital Improvement Program Budget, "Planning, Design & Engineering- Inner Harbor Replacement" to Capital Improvement Project #105-606-1900.

Discussion: Project Engineer Greg Nicoll explained the proposed contract with Elite Electrical will address recommendations for various upgrades on multiple gate fingers following a recent evaluation performed by K Engineers of the existing electrical systems within the Squalicum Harbor Gate 3 area.

Motion Approved with a 3-0 vote.

## **PRESENTATIONS**

**Blaine Industrial Area Update**- Real Estate Representative Brady Scott and Blaine Harbormaster Andy Peterson provided an update on the Blaine Marine Industrial Area. The presentation discussed the site's current tenants as well as 2016-2017 environmental remediation and Model Toxics Control Act (MTCA) site cleanups, funding and construction status, timeline, planning and budget considerations for Capital Improvement Projects which include repairs to the sawtooth, the north and south piers, and bulkhead. The presentation also included options for future weblocker locations and expansion of our current upland tenants.

### **Economic Development Discussion**

Commissioner McAuley opened the discussion with a Commission request that Executive Director Rob Fix make economic development in the county a priority in 2017 and suggested the Port take a leadership role in that effort. The commission and executive director discussed the importance of coordinating efforts with other agencies and government partners, maintaining a focus on job creation, developing methods of measuring success and specific outcomes, working with other counties such as Skagit County, increasing community education and legislative lobbying efforts.

**Break-** At approximately 5:00 pm., Commission President Robbins announced the meeting would immediately recess to executive session for thirty minutes and would resume at 5:30 p.m.

**5:30 p.m.**

**PUBLIC COMMENT PERIOD** – No one signed up for the second public comment session.

## **NEW BUSINESS**

### **1. TEMPORARY OCCUPANCY RELEASE & INDEMNIFICATION AGREEMENT WITH ALL AMERICAN MARINE**

**Motion:** Authorize the Executive Director to execute a Temporary Occupancy Release and Indemnification Agreement between the Port of Bellingham, All American Marine and RAM Construction that is substantially similar to the attached document.

**Discussion:** Real Estate Analyst/ Representative Terry Ilahi explained the Port Commission approved a Harbor Land Lease and Project Development Agreement with All American Marine (AAM) in 2016 for the construction of a new manufacturing facility on Hilton Avenue. Unforeseen delays extended the substantial completion date from December 26, 2016, to March 10, 2017. The proposed action will permit AAM to utilize a portion of the facility sooner than March 10 to make tenant improvements in the office area and begin vessel construction in order to meet its contractual obligations.

Motion Approved with a 3-0 vote.

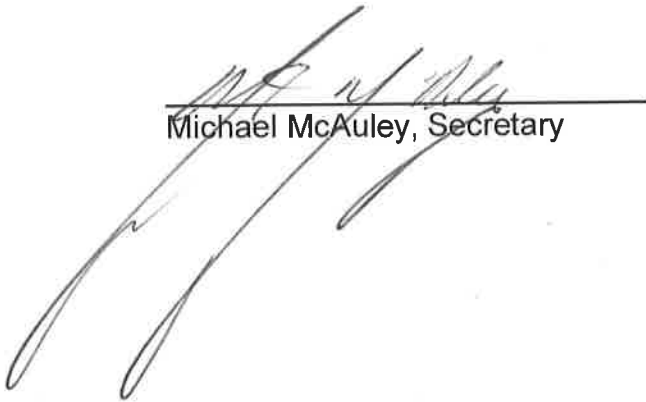
2. The following items were discussed briefly under New Business: Port's mail courier service cancelation, East County Bio-mass, Uber and Taxi service, Coffee with a Commissioner program, Community Boating Center facilities, Point Roberts, Parks and Recreation update, Seabin project, and webblockers.

**ADJOURN**

With no further business, the meeting was adjourned at approximately 6:00 p.m.



Daniel M. Robbins, President

  
Michael McAuley, Secretary