

**MINUTES OF THE PORT OF BELLINGHAM  
COMMISSION MEETING  
HELD TUESDAY APRIL 03, 2018  
HARBOR CENTER ROOM  
1801 ROEDER AVENUE, BELLINGHAM, WASHINGTON**

---

Present:	Commissioners:	
	President	Ken Bell
	Vice President	Bobby Briscoe
	Secretary	Michael Shepard
Staff:	Rob Fix	Executive Director
	Sunil Harman	Aviation Director
	Don Goldberg	Economic Development Director
	Brian Gouran	Environmental Programs Director
	Adam Fulton	Facilities Director
	Tamara Sobjack	Finance Director, Auditor
	Elizabeth Monahan	Human Resources Director
	Sylvia Goodwin	Planning Director
	Shirley McFearin	Real Estate Director
	Brady Scott	Real Estate Representative
	Greg Nicoll	Project Engineer
	Frank Chmelik	Port Counsel
	Diane McClain	Executive Secretary

---

**3:30 p.m. – OPEN PUBLIC MEETING, IMMEDIATELY RECESS TO CLOSED EXECUTIVE SESSION**, The purpose of the executive session was to discuss potential litigation pursuant to RCW 42.30.110(1)(i). The session was expected to last one hour.

**4:30 p.m. – RECONVENE PUBLIC MEETING, ROLL CALL**, Commission President Bell called the meeting to order at approximately 4:30 p.m. and noted for the record that all Commissioners were present.

**PUBLIC COMMENT PERIOD**

1. Warren Bergholz asked the Port Commission to give “thoughtful consideration” to changing the name of Marine Park (in Fairhaven) to “Alonzo Poe Memorial Park” in recognition of Mr. Poe’s historical significance and contribution to the area and community in the 1800s. For several years, Dr. Bergholz has asked the Port to honor pioneer Alonzo Poe by changing the park name; most recently, in 2017. He shared his frustration with the Port’s 2017 response to his request and the installment of signs not to his liking inside Marine Park; adding Mr. Poe’s life was worthy of more respect and re-naming of the park. There was some discussion as to the different names (Poe’s Point, Post Point, Dead Man’s Point and Graveyard Point) and Dr. Bergholz’s efforts, staff and Commission attention over the years.

**Other Business:** Later in the meeting, Dr. Bergholz’s request was again discussed amongst the Commissioners. Planning Director Sylvia Goodwin provided a summary of the staff efforts, past and present signage, confusion pertaining to the Poe’s Point and Post Point similarities, and process for re-naming a Port park. The Commission decided there was value and justification for placing a sign showing the history of the site but not

for the renaming of the park. Executive Director Rob Fix commented that he would direct staff to make improvements to the historic signage currently on the site.

### **CONSENT AGENDA**

- A. Approve the minutes of the March 20, 2018 Regular Commission meeting.
- B. Approve Modification of Lease and Concession Agreements between the Port of Bellingham and the following Rental Car Companies at Bellingham International Airport (BLI): Avis, Budget, Hertz, and Ean Holdings LLC.
- C. Authorize the Executive Director to execute Amendment No. 7 to the Professional Services Agreement (PSA) with Wilson Engineering in the amount of \$26,155 for a total authorized contract amount of \$151,652.
- D. Authorize the Executive Director to execute a Professional Services Agreement (PSA) with Tinnea & Associates to provide corrosion mitigation engineering services for the Blaine Harbor Breakwater in the amount of \$30,570 plus a 10% contingency for a total contract amount of \$33,627.
- E. Approve a Modification of Lease between the Port of Bellingham and Bellingham Aviation Services LLC located at the Bellingham International Airport.
- F. Approve a Lease between the Port of Bellingham and the State of Washington, Office of the State Auditor, Suite 211 at the Bellwether Building, 11 Bellwether Way, Bellingham, Washington.
- G. Authorize the Executive Director to apply for and accept a grant, as funds become available from the Washington State Department of Natural Resources (DNR) for reimbursement of up to 90% costs associated with the disposal of the derelict vessel 'Hello Gorgeous'.

Motion: Approve Consent Agenda items A-G.

Discussion: Brief clarification of item D.

Motion approved with 3-0 vote.

### **ACTION ITEMS**

#### **1. COMMERCIAL LEASE WITH LAKESIDE MARINE INC.**

Motion: Approve a Commercial Lease between the Port of Bellingham and Lakeside Marine, Inc. for premises at 801 Harris Avenue, Fairhaven Marine Industrial Park, (FMIP) Building 1.

Discussion: Real Estate Representative Brady Scott introduced Lakeside Marine Inc. owner Dan Givan, and explained that Lakeside Marine has been a Port tenant specializing in design, construction, maintenance and repair of dock facilities, providing storage, detailing and winterizing services predominately for lake going vessels vs. salt water vessels. The proposed new commercial lease will allow Lakeside Marine, Inc. to consolidate multiple boat storage facilities and expand their operation. The term is for two years.

Motion approved with 3-0 vote.

## **2. PURCHASE TRUCK SCALES FOR THE BELLINGHAM SHIPPING TERMINAL**

Motion: Authorize the Executive Director to purchase Truck Scales for the Bellingham Shipping Terminal, pursuant to Resolution No. 1369 in the amount of \$96,710.39 plus a 10% contingency for a total authorized purchase amount of \$106,381.42.

Discussion: Marine Terminals Business Development Manager Chris Clark introduced Unitec President Sam Friesen and explained the proposed truck scale purchase is related to a resolution drafted for the purchase of equipment for the Bellingham Shipping Terminal and approved by the Commission in March 2018. The Commission and Mr. Friesen discussed the equipment, the benefits of ownership and potential for making the truck scales available for use by others which could generate revenue to the Port.

Motion approved with 3-0 vote.

## **3. FAIRHAVEN BOAT LAUNCH RAILROAD CROSSING MODIFICATIONS**

Motion: Authorize the Executive Director to execute a Professional Services Agreement (PSA) with TranspoGroup USA, Inc. in the amount of \$33,500, plus a 10% contingency for a total authorized contract amount of \$36,850.

Discussion: Project Engineer Greg Nicoll provided an overview of the Port railroad safety crossings and the proposed scope of work in the PSA with the TranspoGroup to provide design and permitting support services for future modifications and improvements to the railroad crossing at the Fairhaven Boat Launch Road creating a Quiet Zone crossing.

Motion approved with 3-0 vote.

## **4. AIRFIELD LIGHTING CONTROL AND MONITORING SYSTEM –BELLINGHAM INTERNATIONAL AIRPORT (BLI).**

Motion: Authorize the Executive Director to execute a Sole Source Justification and contract with Airside Solutions, Inc. of Auburn, Washington, for the Airfield Lighting Control and Monitoring System at BLI in the amount of \$56,274.37.

Discussion: Airside Operations Supervisor Emily Phillipe presented an overview of the Airfield Lighting and Control Monitoring System (ALCMS) equipment installed at the Bellingham International Airport (BLI) in 2010. The manufacturer recommends upgrading the ALCMS equipment after five years of service. Having exceeded that period, staff recommends the upgrades to ensure continued operation. Due to proprietary software and configuration along with Federal Aviation Administration (FAA) specifications, Airside Solutions is the only authorized vendor to perform the upgrade.

Motion approved with 3-0 vote.

### **5:30 p.m. PUBLIC COMMENT PERIOD -**

None.

**OTHER BUSINESS – Fairhaven Marine Park-** See the section under Public Comment Period at the beginning of the meeting.

**ADJOURN**

With no further business, the meeting was adjourned at approximately 5:45 p.m.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

