

MINUTES OF THE PORT OF BELLINGHAM
COMMISSION MEETING
HELD TUESDAY, APRIL 19, 2022
REGULAR IN-PERSON/REMOTE MEETING

Present:	Commissioners:	
	President	Bobby Briscoe
	Vice President	Ken Bell
	Secretary	Michael Shepard
Staff:	Rob Fix	Executive Director
	Tamara Sobjack	Chief Financial Officer
	Holly Stafford	Port Legal Counsel
	Mike Hogan	Public Affairs Administrator
	Brian Gouran	Environmental & Planning Director Services
	Tiffany DeSimone	Marinas Director
	Gina Stark	Economic Development Project Manager
	Carey Jones	Executive Administrator

2:30 PM OPEN PUBLIC MEETING, IMMEDIATELY RECESS TO EXECUTIVE SESSION

At approximately 2:30 PM, President Bobby Briscoe opened the public meeting, read the closed session announcement, then immediately recessed to executive session and stated he will resume the open public meeting at 4:00 PM.

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

Bryan Rust Bellingham resident and Community Boating Center staff member said he attended the meeting because there are a couple items on the agenda that pertain to the Community Boating Center, and if anyone has any questions please ask.

Jim Kyle president of the Working Waterfront Coalition testified about Res. No. 1403. Jim said to vote on this Action Item today would be grossly premature. He feels the Port did not inform the public, and almost no opportunity was given for public input.

Paul Burrill a Marina Advisory Committee member said the plan came through fairly fast, and he would like the Commission to respect the process.

COMMISSIONER BRISCOE READ THE ADVISORY COMMITTEE MEETING SCHEDULES

Marina Advisory Committee (MAC) –

May 10 @ 6 PM Harbor Center Building Conference Room (1801 Roeder Ave., Bellingham)

IN-PERSON ONLY

Bellingham International Airport Advisory Committee (BIAAC) –

July 14 @ 4 PM

ZOOM ONLY

CONSENT AGENDA-

- A. Approve minutes from the March 15, 2022 regular scheduled commission meeting.
- B. Commission motion authorizing Port of Bellingham Executive Director to execute documents required to close the recently approved loan between Larrabee Lager and the Port of Bellingham EDA RLF.
- C. Authorize the Executive Director to accept a grant, as funds become available, from the Washington State Department of Natural Resources (DNR) for reimbursement of up to 90% of the costs associated with the disposal of two abandoned sailing vessels.
- D. Motion approving the reassignment of the Upland Storage Agreements for Webhouse 211 and 212 at Blaine Harbor between Aleutian Spray Reverse, LLC and Trident Seafood as required by the Harbors' Rules, Regulations, and Rates Handbook (Rules and Regulations) adopted by the Commission with Resolution 1354 (G).
- E. Commission approval of an Addendum to a 50 Year Conduit Lease Agreement between the Port of Bellingham ("Port") and Comcast Cable Communications Management, LLC ("Comcast").
- F. Motion by the Commission to approve the Fifth Modification of Lease between the Port of Bellingham and Bitter End Boatworks LLC.
- G. Motion by the Commission to approve an amendment to Real Estates 2022 Capital Budget for new Capital to install cameras at the Bellwether Underground Garage.
- H. Motion authorizing the Executive Director to enter into a Security Services Contract with Pacific Security for the initial term June 1, 2022 through May 31, 2023.
- I. Authorize additional budget for the replacement of Metal Cutter, Plasmarc Asset No. #41434-1 (Equipment Replacement Budget) of the 2022 Strategic Budget.
- J. Ratify the Executive Director's approval of the following contracts: Boss Construction, Inc. (Project- BCT Generator Storage Area) and Hytech Roofing, Inc. (Project- CW-801 Roeder Improvements).
- K. Commission motion approving Small City Economic Development Funds for projects in the cities of Sumas and Nooksack.
- L. Motion authorizing the Executive Director to execute a Professional Services Agreement (PSA) with Puget Sound Executive Services (PSES) for Law Enforcement Officer (LEO) services at Bellingham International Airport (BLI), effective July 1, 2022, through June 30, 2024, and fund the contract with the budget item External Operating Expenses 1-101-001-7307-0000.
- M. Motion by the Port Commission to approve a Modification of Bellingham Bay Community Boating Center's Harbor Land Lease Including Lease of DNR Property for property located at 555 Harris Avenue, Bellingham, Washington.
- N. A motion to authorize the Executive Director to execute contracts with Boss Construction and Colacurcio Brothers Construction for Bellingham International Airport's (BLI) Snow Removal Equipment (SRE) building and Taxiway Foxtrot relocation projects respectively. Additionally, amend the 2022 Capital Budget to fund the airfield projects through Federal Aviation Administration (FAA)'s Airport Improvement Program (AIP) and Bipartisan Infrastructure Law (BIL) FY 2022 and 2023 grants.
- O. Motion by the Port Commission approving the Renewal and Modification of Lease between the Port of Bellingham and WGR Airport LLC doing business as Scotty Browns at the Bellingham International Airport main passenger terminal.
- P. A motion authorizing the Executive Director to enter into a Memorandum of Understanding with Washington State Department of Fish and Wildlife and the Northwest Straits Commission for the storage of a cargo trailer at Blaine Harbor for the 2022 Green Crab trapping season.
- Q. Motion by the Port Commission to approve a change in the title to the 2022 Capital Improvement Budget 107-416 from Community Boating Center Portable Shower/Restroom to Fairhaven Infrastructure and Site Improvements.

- R. Motion by the Port Commission to approve a Modification of Lease between the Port of Bellingham and Seaview Boatyard North, Inc. for premises located at Squaticum Harbor.
- S. Authorize the Executive Director to execute an Interlocal Agreement with the City of Bellingham for installation, operation, and maintenance of Port fiber conduit at the intersection of Roeder Avenue and F Street.
- T. A motion authorizing the Executive Director to sign the Interlocal Agreement between the Whatcom Council of Governments and the Port of Bellingham for the Smart Trips Integrated Digital Platform.

Motion: Approve Consent Agenda items A - T

Discussion: Commissioner Bell had some comments about Consent Agenda item B, he does not like the idea of giving a low interest loan to a brewery, but he does understand that this was a use it or lose it scenario. Commissioner Bell also had a comment about Consent Agenda item L, the Port only gets a \$20 dollar per hour reimbursement for the police operations at BLI, and the Port is paying almost \$75 dollars per hour. This service is a requirement by the FAA, but the Port does not get full reimbursement for that service. FAA should fund this operation to its fullest extent.

Commissioner Shepard had a comment on Consent Agenda item M, he relayed appreciation from the Community Boating Center about their work with the Port Real Estate staff on crafting the lease agreement and the bathroom project.

Commissioner Briscoe asked Executive Director Rob Fix to elaborate on Consent Agenda item B. Executive Director Rob Fix said the Port manages the Revolving Loan Fund (RLF), if it wasn't for this loan the Port would have had to turn back the entire loan amount. The advantage of doing this loan is that money will now be permanently in our community with no threat of forfeiting it in the future. How the RLF works is the Port loans out the money, we get paid back and then we can turn around and loan out the funds again. Commissioner Shepard said the committee was very enthusiastic about the success and future of this company and this money is going to do well in our community.

Motion approved with a 3 - 0 Vote

PRESENTATION

1. Working Waterfront Coalition Apprenticeship Program

Discussion: Training Coordinator Debbie Granger gave a presentation on the Northwest Maritime Apprenticeship Program. She spoke about the need of maritime workforce, and how they came to adopt this program. Debbie shared the details of the program and how it works, as well as how this program will benefit our community. The Working Waterfront Coalition is excited to launch the apprenticeship program this September 2022. In closing, Debbie said they are actively looking for a classroom/lab space for the center.

Commissioner Shepard said this is something we've been looking forward to, and he appreciates that you stepped up and responded to that need. This is going to be a lasting program that will benefit our community. I would like the Port to think about using some of the time in Olympia to help advocate for ongoing funding for this type of initiative.

Commissioner Bell said this is a great program for anyone right out of High School to make a good living. This program is necessary for our community, and I am completely supportive.

Commissioner Briscoe asked how old do you need to be to start this program, Debbie said eighteen years old.

2. Q1 Financial Update

Discussion: Chief Financial Officer Tamara Sobjack covered the First Quarter Financials for Aviation, Marinas, Shipping Terminals, Cruise Terminal, Real Estate, Balance Sheet, Investments, Risk Management Activities, Storm Water Program, Safety Report, and Public Records Request.

Commissioner Briscoe thanked Port staff for their continued efforts to keep the Port financially strong.

Commissioner Bell said he believes the Ports low accident rate is a great achievement.

Commissioner Shepard said the Port has good numbers across the board, and told staff to keep up the good work.

3. Legislative Update

Discussion: Public Affairs Administrator Mike Hogan gave an overview of the Legislative Session outcomes in Olympia, and then introduced Lobbyist Tom McBride. Tom shared some big picture observations in the 2022 Session. The Session was completed on time, and they are in the process of considering what they're going to work on in the interim. With that said Tom sees an increase on the campaign side as well as on the Legislative Policy side, as they begin to put together workgroups, task forces, and public hearing schedules in preparation for 2023. Tom spoke about work being done on the budgets, and tax proposals. Tom introduced Lobbyist Ben Buchholz that covered some of the individual bills including the House Bill 1700 (Derelict Vessel), Senate Bill 5895 (MTCA Funds), Senate Bill 1723 (Broadband), Senate Bill 5715 (Broadband), Senate Bill 5600 and (Funds Existing Apprenticeship Programs).

Commissioner Shepard asked about Broadband funding, Tom said this topic is something we need to be consistently working on to keep their attention on it to continue funding.

ACTION ITEMS

1. Authorize the Executive Director to execute an Authorization to Proceed for Harcourt's proposed Projects No. 3 and 4 within the Waterfront District Master Development Area.

Discussion: Director of Environmental & Planning Services Brian Gouran gave a presentation on Harcourt projects 3 & 4, which included project concept design and building requirements. Brian asked the Commissioners for authorization to proceed.

Commissioner Briscoe asked when the Port plans on relocating the Peter Paulsen stage, Brian said the Port estimates it will be at least two years before the stage is relocated.

Commissioner Bell stated that this is a preapproval process and Harcourt has an established timeline they need to follow.

Commissioner Shepard asked about the long term location of the Wednesday's Farmers Market. Executive Director Rob Fix said they are fine in their current location for the next 3 years, then the Port will work with them to find another suitable location.

Motion approved with a 3 - 0 Vote

2. Motion to approve Resolution 1403 adopting an updated moorage model, superseding Resolution 1330, and making necessary language changes to the Harbors' Rules, Regulations, and Rates Handbook as described in the Resolution.

Discussion: Marinas Director Tiffany DeSimone was directed by the Port Commissioners to delay this item, and put it on the May 3, 2022 Agenda so they have more time to digest the material and have the opportunity to discuss in greater detail. The Commissioners requested Tiffany still give her presentation so community members have a chance to get the details, and have time to respond to concerns before this item goes back in front of the Commission. Tiffany spoke on Squalicum Harbors Inner/Outer Marina Use Plan, Harbor Occupancy, Large Capital Projects, Upcoming Harbor Service Improvements, Rate Ranking in the Marina Market, Rate Proposals in Squalicum and Blaine, and the Impact of Proposed Rate Adjustments.

All three Commissioners had a discussion on rates adjustments.

Motion Commissioner Briscoe motioned to delay this vote until the May 3, 2022 Commission Meeting, the motion was approved by all three Port Commissioners.

END OF MEETING PUBLIC COMMENT PERIOD

Paul Burrill a Marina Advisory Committee member thanked the Commissioners for delaying the vote on the adoption of Res. No. 1403. He said the extra cycle might be the best thing for point of clarity.

OTHER BUSINESS

Economic Development Project Manager Gina Stark briefed the Commissioners on a \$15K Grant from the National League of Cities. This is a pilot project in partnership with the City of Bellingham, National League of Cities, Western Washington University, and the Small Business Development Center. This pilot project enables the Port to have a small amount of money to do outreach, advertise, and host an event that will open up opportunities for BIOPOC businesses to procurement with government and anchor institutions.

Discussion: Commissioner Shepard thanked Gina for her good work, this is a great way to make sure that our contracting is as equitable as possible. We need more people to bid on Port projects.

Commissioner Briscoe thanked Gina for what she does for the people of Whatcom County.

Motion: Executive Director Rob Fix motioned to approve the receipt of the grant as described by Economic Development Project Manager Gina Stark.

Motion approved with a 3 - 0 Vote

Commissioner Briscoe said he would like to have a discussion about the Fishermen's Pavilion, as there has been use issues that some community members want addressed. Bobby gave some background on the Ports Harbor, and how the Fishermen's Pavilion came about, and uses for the space. Executive Director Rob Fix elaborated on the facility uses, rates and availability.

Commissioner Briscoe asked each Commissioner to share how they personally feel about the \$25 dollar rental fee. Bobby said he personally believes the fee is a little too high for a daily rate given gear repair is not a quick process. Commissioner Shepard said this is the learning year to figure out the kinks, Michael believes the \$25 dollar rental fee seems a little steep. Commissioner Bell said the \$25 rental fee does not seem unreasonable. Ken said if a fisherman is having a hardship paying that fee, we can address those as they come up. Executive Director Rob Fix proposed maybe putting a daily and weekly rate in place. Rob suggested brining the Commission a revised plan at the next Commission Meeting to be held May 3, 2022. Commissioners were in agreement, President Bobby Briscoe adjourned the meeting at approximately 7:17 PM.



President/Vice President



Secretary

