

**MINUTES OF THE PORT OF BELLINGHAM  
COMMISSION MEETING  
HELD TUESDAY, MAY 5, 2020  
REGULAR REMOTE MEETING**

**CONSENT AGENDA  
ITEM # E**

Present:	Commissioners:	
	President	Michael Shepard
	Vice President	Bobby Briscoe
	Secretary	Ken Bell
Staff:	Rob Fix	Executive Director
	Jon Sitkin	Port Legal Counsel
	Sunil Harman	Director of Aviation
	Brian Gouran	Director of Environmental and Planning
	Brian Keenan	Engineering Project Manager
	Greg Nicoll	Senior Project Engineer
	Don Goldberg	Director of Economic Development
	Carey Jones	Executive Assistant

**OPEN PUBLIC MEETING, ROLL CALL AND IMMEDIATELY RECESS TO EXECUTIVE SESSION** - At approximately 3:00 p.m. the regular meeting was opened, roll was taken and immediately recessed to executive session. The purpose of the executive session was to discuss potential real estate for consideration of sale, purchase or lease pursuant to RCW 42.30.110(1) (c). The executive session was expected to last approximately 1 hour with no formal action taken by the Commission during the executive session.

**4:00 PM RECONVENE PUBLIC MEETING, ROLL CALL**- At approximately 4:00 PM, President Michael Shepard opened the public meeting and announced that all 3 Commissioners were present on Zoom.

**PUBLIC COMMENT PERIOD**- No public comment

**CONSENT AGENDA-**

A. Authorize the Executive Director to accept funds under the Coronavirus Aid, Relief, and Economic Security Act (Public Law 116-136) (CARES Act). These funds will assist the airport impacted by the COVID-19 public health emergency.

B. Authorize the Executive Director to execute the following documents in connection with Cohanim Bellwether LLC, (Building A, located at 21 Bellwether Way) and any and all other required documents necessary for this transaction.

Consent to Sublease Agreement with Cohanim Bellwether LLC and Barre Bod Corporation, Subordination and Non-Disturbance Agreement with Cohanim Bellwether LLC and Barre Bod Corporation, and Trademark Licensing Agreement with Barre Bod Corporation.

C. Authorize the Executive Director to execute the Modification Airport Ground Lease ("Lease") between the Port of Bellingham and Halo Holdings LLC.

D. Authorize the Port Commission to approve the Consent to Assignment of Lease for Transfer of a Portion of Company Unit Shares Change of Ownership from Christopher Erdmann of Bellwether Real Estate LLC to Monte young, Mike Parry, Tim Cornwell, and Diskin Young of Bellwether Real Estate LLC.

E. Authorize the Port Commission to approve the Consent to Assignment of Lease for Transfer of a Portion of Company Unit Shares Change of Ownership from Allan Fitz of

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Northsound Office Associates PLLC to Kellie Furlan of Northsound Office Associates, PLLC.

Motion to approve Consent Agenda items A – E

Discussion: Commissioner Briscoe asked Executive Director Rob Fix to give an explanation on consent agenda item A. Rob said these are funds that will come from the CARES Act. They had a discussion about how the aid was calculated and awarded. The approval of this item is for the Port receiving the 5 million dollars.

Commissioner Bell mentioned enplanement numbers, and should the Port pursue having the relief funds reevaluated.

Commissioner Shepard asked Director of Aviation Sunil Harman if he had any comments on the prospect of having the CARES Act funds reevaluated. Sunil said the other airports need to prove operating expenses before they get the proposed funds.

Motion approved with a 3 - 0 Vote

**ACTION ITEM-** Whatcom Waterway Phase 2 Cleanup - PSA Amendment 1 with Anchor QEA.

Motion: Authorize the Executive Director to execute Amendment No. 1 to the Professional Services Agreement with Anchor QEA for ongoing consulting support on the Whatcom Waterway Phase 2 MTCA cleanup project in the amount of \$936,433.98 plus a 10% contingency for a total authorized budget of \$1,665,150.

Discussion: Director of Environmental and Planning Brian Gouran summarized the PSA Amendment, and outlined the key components and project design.

Commissioner Shepard asked Brian Gouran to describe the certainty that the Port has secured the MTCA funds and to describe the timeline and key stakeholder involvement. Brian stated that while Ecology has put a hold on some of the grant funding appropriated in the Washington State 2020 Supplemental Budget until the state revenue forecasts are updated, the Port should be confident that funds for this scope of work are secure, as they are under an existing grant contract. The Port is working with Anchor QEA to develop the Key Stakeholder engagement piece as an early component of this scope of work.

Motion approved with a 3 - 0 Vote

## **OTHER BUSINESS-**

Commissioner Bell asked if the Port is going to get COVID19 funds for the Broadband project. Executive Director Rob Fix said himself and Director of Economic Development Don Goldberg are currently working on that, they both think there is going to be a big push for Broadband. Commissioner Briscoe asked Don Goldberg if he knows how many students in Whatcom County do not have access to Broadband. Don Goldberg said his team has those numbers, but he did not have access to them during the meeting.

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Commissioner Briscoe asked what is being done to help the students without broadband in the interim. Don Goldberg said one option is to build temporary cell towers.

Commissioner Bell asked for an update on when the Port plans to reopen the Pump Track. Executive Director Rob Fix said they need to be in line with the City of Bellingham opening their bike parks, but he is going to try to reopen it to the public this coming Friday.

Commissioner Briscoe asked for an update on the deconstruction of the Weblocker the bulkheads in Blaine. Senior Project Engineer Greg Nicoll said the Webhouse 1 in Blaine is waiting for all the fishermen to get moved out of that Webhouse, and get moved into the new one. The building is required to go through a Historical review, so the Port is going through that process. The Port plans the deconstruction to begin this summer. The Blaine bulkheads is in the permit process.

Commissioner Shepard asked for an update on Harcourt. Director of Environmental and Planning Brian Gouran said he is in contact with Harcourt multiple times a day, and they are working diligently on the permitting process. There are some timing issues due to COVID19, but they are moving forward and are pushing to keep the same timeline. Harcourt plans on doing a presentation once the travel restrictions are lifted.

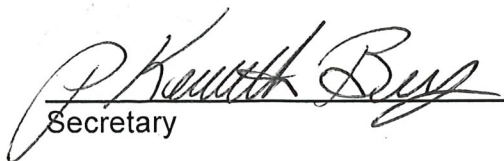
Commissioner Bell asked for a rent relief update. Executive Director Rob Fix said the Port's Real Estate has collected 74% rent in April. The Marinas collected 99% moorage rent in April.

Commissioner Bell asked for an update on Seafeast. Executive Director Rob Fix said they are meeting next week, but he believes it will be cancelled due to insufficient funds to cover the event.

**ADJOURN-**

With no further business, the meeting was adjourned at approximately 4:45 PM.

  
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President

  
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Secretary