MINUTES OF THE PORT OF BELLINGHAM
BOARD OF COMMISSIONERS MEETING
TUESDAY, JUNE 3, 2025
REGULAR IN-PERSON/HYBRID MEETING

Consent Agenda
Item # A

Commissioners:

Bobby Briscoe	President
Ken Bell	Vice President
Michael Shepard	Secretary

Staff:

Brian Gouran	Director of Environmental Cleanup
Mike Hogan	Public Affairs Administrator
Holly Stafford	Port Legal Counsel
Tamara Sobjack	Chief Financial Officer
Tiffany DeSimone	Director of Maritime
Adrienne Douglass-Scott	Sustainability Program Manager
Annika Bjorkman	Senior Property Manager
Andy Peterson	Harbor Master
Tracy Lewis	Executive Assistant

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

At approximately 2:00 PM, Commissioner Briscoe opened the public meeting and announced the purpose of the executive session:

- To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee - RCW 42.30.110(1)(g).

- To discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency - RCW 42.30.110(1)(i).

4:00 PM OPENED PUBLIC MEETING

At approximately 4:00 pm, Commissioner Bell opened the regular meeting, and announced all Commissioners were present.

READ ADVISORY COMMITTEE MEETING SCHEDULES

- Bellingham International Airport Advisory Committee (BIAAC), June 26th @ 4 pm at the Airport Rescue Firefighting Station and on Zoom.
- Marina Advisory Committee (MAC), September 16th at 6pm at the Port Admin Office in person only

4:00 PM PUBLIC COMMENT

Commissioner Bell stated there are two Public Comment periods: One at 4:00 pm and another at the end of the meeting. Out of respect for everyone who attends the Commission meeting, each public comment period may be limited to 15 minutes total. Speakers are asked to keep their comments to less than 3 minutes. Please feel free to submit further comments in writing.

Commissioners heard public comment from 3 individuals. To access the recording visit June 3rd, 2025 | Port Commission Meeting.

CONSENT AGENDA

A. Motion to approve minutes from May 6, 2025 Regular Scheduled Commission Meeting
B. Motion to approve the Termination of Lease Agreement between the Port of Bellingham and Stanley Bennett, LLC
C. Motion to approve a Fourth Modification and Renewal of Lease between the Port of Bellingham and The Landings at Colony Wharf, LLC, for premises at C Street, Bellingham, Washington
D. Motion to approve a New Lease between the Port of Bellingham and Greyhound Lines, Inc., for use of one loading bay and common areas of Fairhaven Station located at 401 Harris Ave., Bellingham, Washington
E. Motion to authorize the Executive Director to approve and execute an amendment to the Interlocal Agreement between the Port of Bellingham and the City of Bellingham (2019-0051 / C250065) regarding a labor rate increase for City repair and maintenance of Port-owned mobile and portable radios
F. Motion to authorize the Executive Director to enter into a grant agreement with the Whatcom Transportation Authority for funding in the amount of $9,248 for bike lockers at the Bellingham International Airport and Fairhaven Station
G. Motion authorizing the Executive Director to execute a Climate Corps Agreement between the Port of Bellingham and Strategic Energy Innovations for an Energy Program Assistant Fellow in 2025
H. Motion to amend the Port's 2025 Capital Budget transferring funds from under budget projects to other existing projects that require further funding and create two new projects
I. Motion to authorize the Executive Director to execute a year-to-year operating agreement between the Port of Bellingham and Backcountry Aviation, a Federal Aviation Administration (FAA) Part 135 certificated air carrier, for commercial operations at Bellingham International Airport (BLI)
J. Motion authorizing the Executive Director to enter into a grant agreement with the Washington Department of Transportation providing $2,805,907 for the BST Shore Power Expansion Project, pending no substantive changes from the draft agreement

Discussion: Adrienne Douglass-Scott answered questions regarding Consent Agenda Item F and J.
Motion: Approve Consent Agenda Items A-J
Motion Approved 3-0 Vote

PRESENTATION

1. Blaine Harbor Update (presented by Brian Gouran)
   - Discussion included: permits submitted, funding needed and next steps.

2. Civil Air Patrol Operations (presented by 1st Lt. Patrick Buckley, Squadron Commander, Captain Lanthe Andress, Deputy Commander of Cadets, Major Aran Clauson, Assistant Director of Communications Washington Wing, Mission Pilot, Cadet/Major Adress, Cadet Commander, Cadet/1st Lt. Cook, Cadet Recruiting and Outreach Officer, and Cadet/1st Lt. Stout, Cadet Training and Liaison Officer) presentation and details of the program.

3. State Legislative Update (presented by Katie Whittier and Brian Enslow with CFM)
   - Discussion included: The Port continues to work with the City and County; there were challenges with the budget gap throughout the state, and the continued focus of keeping the funding for MTCA. The Port worked with Ecology for the funding to be moved to other sites (Blaine Harbor's priorities) and will continue to move the work forward.
   - The Port will be doing some legislative outreach outside of the 40th and 42nd Districts to bring focus of the importance of the MTCA funds.

PUBLIC COMMENTS

Commissioner Bell called for a second public comment period. Commission heard from one individual.

OTHER BUSINESS

1. Request for funds to be prioritized for the removal of warehouse 9 in Fairhaven.
2. Discussion regarding the rail spur and the Alcohol Plant. Brian Gouran reported that the cleanup action plan has been approved by the Department of Ecology for the GP site. The entire Port team is working together to make sure the cleanup is out ahead or in conjunction with the rail projects. Last week there was a request for professional services for a design consultant for the rail project. When the consultant selection is complete, they will work very closely with the cleanup team to determine the sequence of projects. The biggest challenge will be the funding, but Brian feels that Ecology will be flexible enough to move some funding around to move the project forward.
3. Appreciation of the staff and past Commissioner's work that went into the District Energy accomplishment.
4. Appreciation of staff and the maintenance of the Port facilities for Ski to Sea.
5. Commissioner Shepard Motion: Terminate the employment of the Executive Director, 2nd by Commissioner Bell, followed by discussion.

   Commissioner Shepard amended original motion to – Motion: Execute a Mutual Separation Agreement with the Executive Director, 2nd by Commissioner Bell, No Commissioner Briscoe.

   Motion Approved – 2-1 Vote

RECESS TO EXECUTIVE SESSION

At approximately 5:45, Commissioner Bell recessed to Executive Session, noting the purpose was to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee - RCW 42.30.110(1)(g). Discussion is expected to last 30 minutes.

At approximately 6:15, Commissioner Bell announced that the Executive Session is extended 20 minutes.

6:40 PM OPENED PUBLIC MEETING

Commissioner Bell opened the public meeting.

<u>Motion</u>: Appoint Tiffany DeSimone to serve as Interim Executive Director effective immediately, subject to that she will serve as Interim Executive Director until a permanent Executive Director is selected or until further direction from this Commission. Tiffany will report to the Commission and the Commissioners will have the responsibility and authority delegated to the Executive Director in Port Resolution 1106-BB and RCW 53.12.270. While serving as the Interim Executive Director, Tiffany will retain her normal responsibilities and will receive additional compensation for this position. She will receive the annualized up-kick to $220,000/yr. for the interim period, and it will be prorated per month while she's serving as Interim Executive Director and will be paid on the same schedule as normal compensation, and the first payment will be in June 2025. Commissioner Shepard 2nd, no discussion.

<u>Motion amended</u>: Offer Tiffany DeSimone to serve as Interim Executive Director effective immediately, subject to that she will serve as Interim Executive Director until a permanent Executive Director is selected or until further direction from this Commission. Tiffany will report to the Commission and the Commissioners will have the responsibility and authority delegated to the Executive Director in Port Resolution 1106-BB and RCW 53.12.270. While serving as the Interim Executive Director, Tiffany will retain her normal responsibilities and will receive additional compensation for this position. She will receive the annualized up-kick to $220,000/yr. for the interim period, and it will be prorated per month while she's serving as Interim Executive Director and will be paid on the same schedule as normal compensation, and the first payment will be in June 2025. Commissioner Shepard 2nd, no further discussion.

<u>Motion Approved</u> – 3-0 Vote

<u>COMMISSIONER BELL ADJOURNED THE MEETING AT APPROXIMATELY 6:50 PM</u>

President/Vice President

Secretary