

**MINUTES OF THE PORT OF BELLINGHAM
BOARD OF COMMISSIONERS MEETING
TUESDAY, AUGUST 12, 2025
REGULAR IN-PERSON/HYBRID MEETING**

Commissioners:

Bobby Briscoe	President
Ken Bell	Vice President
Michael Shepard	Secretary

Staff:

Tiffany DeSimone	Interim Executive Director
Elliott Smith	Director of Real Estate and Asset Management
Holly Stafford	Port Legal Counsel
Matt Rodriguez	Aviation Director
Reilly Wynn	Human Resources Director
Adrienne Douglass-Scott	Sustainability Program Manager
Andy Peterson	Harbormaster
Danica Holt	Planning Fellow
Emma Van Orsow	Planning Fellow
Kurt Baumgarten	Planning Supervisor
Terry Ilahi	Senior Property Manager
Tracy Lewis	Executive Assistant

3:30 PM OPEN PUBLIC MEETING, IMMEDIATELY RECESS TO EXECUTIVE SESSION

At approximately 3:30 pm, Commissioner Bell opened the public meeting and announced the purpose of the executive session:

- To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price - RCW 42.30.110 (b).
- To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or 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 (i).

4:00 PM OPENED PUBLIC MEETING

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

READ ADVISORY COMMITTEE MEETING SCHEDULES

- Bellingham International Airport Advisory Committee (BIAAC), August 14th @ 4 pm at the Airport Rescue Firefighting Station and on Zoom
- Marina Advisory Committee (MAC), September 16th at 6 pm 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 comments from 2 individuals. To access the recording visit [August 12th, 2025 | Port Commission Meeting](#).

CONSENT AGENDA

- A. Motion to approve minutes from July 15, 2025 Regular Scheduled Commission Meeting
- B. Motion to approve minutes from July 24, 2025 Special Commission Meeting
- C. Motion to approve Small City Economic Development funds for a project in the City of Lynden
- D. Motion to approve and execute a Modification of Lease with Yamato Properties, LLC for property located at 3836 Williamson Way at the Airport Industrial Park
- E. Motion to approve the Commercial Lease with Sensibly Sprouted LLC
- F. Motion to authorize the Interim Executive Director to execute a deed restriction for property located in Fairhaven, Bellingham, Washington

Discussion: Commissioners discussed Consent Agenda D and the length of the lease.

Motion: Approve Consent Agenda Items A-F

Motion Approved 3-0 Vote

PRESENTATION

1. Reilly Wynn gave an update on the Executive Director Recruitment.

Discussion: Commissioners agreed with Reilly's suggestion to work with CPS HR Consulting, a national recruiter, for the Executive Director recruitment for \$30,000.

2. Tiffany DeSimone gave a presentation on Moorage Model.

Discussion: Tiffany outlined the next steps will be to bring the presentation, rate increases and Commissioner feedback to the Marine Advisory Commission in September.

3. Emma Van Orsow and Danica Holt (Planning Fellows) gave their respective presentations on their Civic Spark Fellowship Projects – Port Natural Hazard/Climate Resilience and Energy Programs.

Discussion: Commissioners appreciated the work that had been done while in their fellowship.

ACTION ITEMS

1. Motion to authorize the Interim Executive Director to execute a three-year contract with Volaire Aviation, Inc., for air service development services with two (2) optional 12-month extensions

Discussion: Matt Rodriguez introduced the contract and the differences in past contracts. Both Matt and Jack Penning with Volaire Aviation answered questions as to the contract and services that would be provided to the Port.

Motion Approved: 3-0

2. Motion to amend the Port's 2025 Capital Budget transferring funds to create a new project

Discussion: Andy Peterson introduced the transfer of funds for the interim boatyard in Blaine.

Motion Approved: 3-0

COMMISSIONER BELL ASKED FOR A BREAK AT 5:40. MEETING RECONVENED AT 5:53.

3. Motion to amend the Port's 2025 Capital Budget transferring funds to create a new project

Discussion: Terry Ilahi introduced the transfer of funds for the removal of Warehouse 9 in Fairhaven.

Motion Approved: 3-0

4. Motion to approve a Renewal and Modification of Lease between the Port of Bellingham and Innovative Property Design, LLC., for property located at 215 Marine Drive, Blaine, Washington

Discussion: Terry Ilahi introduced the renewal and modification of the lease. Commissioners discussed the length of the lease and use of the property.

Motion Approved: 3-0

5. Motion to approve a new lease with Rivian, LLC for property in the Waterfront District, Bellingham, Washington

Discussion: Elliott introduced the lease and both he and Zac Whitney with Rivian answered questions.

Motion Approved: 3-0

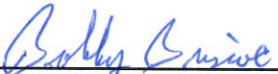
PUBLIC COMMENTS

Commissioner Bell called for a final public comment period. Commissioners heard no additional comments.

OTHER BUSINESS

1. Reminder that Noisy Waters Mural Festival is this weekend.

COMMISSIONER BELL ADJOURNED THE MEETING AT APPROXIMATELY 6:30 PM



President/Vice President



Secretary