

**MINUTES OF THE PORT OF BELLINGHAM COMMISSION MEETING
HELD TUESDAY, SEPTEMBER 4, 2012
HARBOR CENTER BUILDING CONFERENCE ROOM
1801 ROEDER AVENUE, BELLINGHAM, WASHINGTON**

Present:	Scott L. Walker	President
	Jim Jorgensen	Vice President
	Michael McAuley	Secretary

Staff:	Rob Fix	Interim Executive Director
	Dan Zenk	Aviation Director
	Lydia Bennett	Business Development Director
	Mike Stoner	Environmental Programs Director
	Carolyn Casey	External Affairs Director
	Elizabeth Monahan	Human Resources Director
	Dan Stahl	Maritime Director
	Sylvia Goodwin	Planning and Development Director
	John Hergesheimer	Senior Project Engineer
	Frank Chmelik	Port Counsel
	Diane McClain	Executive Secretary

CALL PUBLIC MEETING TO ORDER

Commissioner Walker called the meeting to order at approximately 3:00 p.m.

PUBLIC COMMENT PERIOD:

The following persons signed up for public comment.

1. John Van Hallen, 959 Marine Drive, Bellingham, WA. - Jet noise - Close neighbor to the east of the airport; concerned with the noise level of the aircraft, particularly the Allegiant and the MD80 aircraft.
2. Steve Bacon, 7076 Northwest Road, Ferndale, WA. - Jet noise - Concerned with frequency of the aircraft and Commission Consent Agenda Items C, D and E pertaining to new air service and increased air traffic. Urged the Commission not to pass items without public input.
3. Ahwren Ayers, 6171 Northwest Road, Ferndale, WA. - Jet noise - Concerned with aircraft noise, traffic and air pollution. Urged Port to halt long distance flights and the common practice of fuel dumping. Aviation Director Dan Zenk responded that fuel dumping is not a common practice.
4. Matt Paskus, 1151 Old Marine Drive, Bellingham, WA. Airport Lease - Concerned with the Port covering marketing expenses for the airlines. (See attached memo.)
<http://www.portofbellingham.com/DocumentCenter/View/1616>

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5. Mary Jane Anderson, 1025 Sunset Ave, Bellingham, WA.- Airport Lease - Concerned with the increase and level of aircraft noise, Canadian travelers, less eagles, windows shaking, encouraged more public comment before approving the proposed Consent Agenda items.

CONSENT AGENDA

Motion: To adopt Consent Agenda items A through E as follows:

- A. Approve the minutes of the August 21, 2012, regularly scheduled Commission meetings.
- B. Voucher Certification and Approval August 1, 2012 - August 29, 20 12, totaling \$4,158,028.99.
- C. Authorize the Interim Executive Director to execute a lease modification with Allegiant Air for new nonstop service between Bellingham, WA and Honolulu and Mau Hawaii.
- D. Authorize the Interim Executive Director to execute a lease modification with Alaska Air Group for new nonstop service between Bellingham, WA and Mau Hawaii.
- E. Authorize the Interim Executive Director to enter into a Professional Services Agreement (PSA) with Forecast, Inc. for the retention and development of air service at the Bellingham International Airport, in an amount not to exceed \$25,000.

Discussion: None.

Motion approved with a 3-0 vote.

ACTION ITEMS:

1. EXECUTIVE DIRECTOR SEARCH - SELECTION PROCESS .

Action: Identify options that will form the selection process to be utilized for the purpose of evaluating finalists for the Executive Director position.

Discussion: Human Resources Director Elizabeth Monahan explained the previous selection process for the Executive Director finalists included Commissioner one on one interviews, interview panels with senior and general staff as well as external stakeholders and the Commission, individual guided Port tours, and a community reception, formal presentations. Ms. Monahan asked for direction from the Commission as to their preferred method of process going forward. All three Commissioners agreed to follow the same process that was used in the last search with the assistance of Waldron and Associates services.

2. AMENDMENT NO. 29 TO THE PROFESSIONAL SERVICES AGREEMENT (PSA) WITH ANCHOR QEA FOR PHASE ONE OF THE WHATCOM WATERWAY CLEANUP PROJECT.

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Motion: Authorize the Interim Executive Director to execute Amendment No. 29 to the Professional Services Agreement (PSA) with Anchor QEA for additional design and permitting services for Phase One of the Whatcom Waterway Cleanup Project, in the amount of \$401,400.

Discussion: Senior Project Engineer John Hergesheimer explained that the proposed amendment to the PSA with Anchor pertains to design and permitting of the shoreline features where the north side of the Whatcom Waterway Model Toxic Controls Act (MTCA) cleanup project meets the upland existing uses, and the design elements needed to preserve those uses. Mr. Hergesheimer also added that the funding of this portion of MTCA work is eligible for reimbursement under an existing Ecology grant.

Motion approved with 3-0 vote.

3. AGREEMENT BETWEEN PORT OF BELLINGHAM AND WHATCOM MARITIME ASSOCIATION FOR ARTWORK IN THE SQUALICUM BOATHOUSE.

Motion: Authorize the Interim Executive Director to execute an Agreement between the Port of Bellingham and the Whatcom Maritime Association regarding Artwork in the Squalicum Boathouse.

Discussion: Planning and Development Director Sylvia Goodwin reported that the Port of Bellingham Art Committee and the Whatcom Maritime Association have been working to identify locations in the Squalicum Boathouse for displaying various pieces of maritime artwork including a ships wheel, photography and maritime artifacts. Ms. Goodwin further reported that the estimated \$9,000 cost for this proposed project is included in the Port Community Connections/Open Space section of the approved 2012 Strategic Budget.

Motion approved with 3-0 vote.

NEW BUSINESS

None.

ADJOURN

As there was no further business, the meeting was adjourned at 4:00 p.m.

Scott L. Walker, President

Michael McAuley, Secretary