

**MINUTES OF THE PORT OF BELLINGHAM COMMISSION MEETING  
HELD TUESDAY, MARCH 4, 2014  
HARBOR CENTER BUILDING CONFERENCE ROOM  
1801 ROEDER AVENUE, BELLINGHAM, WASHINGTON**

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Present:	Commissioners:	Michael McAuley Dan Robbins Jim Jorgensen
Staff:	Rob Fix Dan Zenk Mike Stoner Carolyn Casey Tamara Sobjack Fred Seeger Elizabeth Monahan Dan Stahl Sylvia Goodwin Shirley McFearin Brian Gouran Dodd Snodgrass Frank Chmelik Diane McClain	Executive Director Aviation Director Environmental Programs Director External Affairs Director Finance Director Facilities Director Human Resources Director Maritime Director Planning & Development Director Real Estate Director Environmental Site Project Manager Economic Development Specialist Port Counsel Executive Secretary

**CALL PUBLIC MEETING TO ORDER AND RECESS TO CLOSED EXECUTIVE SESSION**

Commissioner McAuley called the meeting to order at 1:00 p. m. to report that the purpose of the closed session would be to discuss real estate transactions pursuant to RCW 42.30.110(1) (c).

**RECONVENE PUBLIC MEETING AND ROLL CALL**

Commissioner McAuley called the meeting to order at approximately 3:08 p. m.

**PUBLIC COMMENT PERIOD**

1. Jim Kyle – Working Waterfront Coalition (WWC) – Mr. Kyle reported that the WWC group currently has 69 maritime business members. Mr. Kyle urged the Commission to consider the impacts the cleanup and barge ramp removal are having on the businesses working in the C Street Terminal area.
2. Robin Dexter – Working Waterfront – Mr. Dexter agreed with Mr. Kyle and urged the Commission to consider the C Street Terminal activity, vendors, the value of the barge terminal, the threat to the working waterfront and eco-system, businesses that provide high paying jobs and need a boat launch facility. Mr. Dexter encouraged the Commissioners to visit the site and re-open the barge terminal.

**CONSENT AGENDA**

Motion: To adopt Consent Agenda items A through E:

- A. Approve the minutes of the February 18, 2014, regularly scheduled Commission Meeting.
- B. Voucher Certification and Approval for period February 5, 2014- February 26, 2014, totaling \$3,364,056.12.
- C. Motion to authorize the Executive Director to sign a Memorandum of Understanding (MOU) with the Washington State Department of Commerce (Commerce) to join its "Washington Brownfields Coalition" in support of the cleanup and redevelopment of contaminated properties in Whatcom County.
- D. Approval of Consent to Assignment of Lease from Apogee Real Estate LLC to Sky Ferry Holdings LLC, and Approval of Modification of Airport Lease between the Port6 of Bellingham and Sky Ferry Holdings LLC.
- E. Approval of Consent to Assignment of Lease from Goodrich and Associates, Inc. to Goodrich and Associates LLC.

Discussion: There was no discussion.

Motion approved with a 3-0 vote.

### **ACTION ITEMS:**

#### **1. AMENDMENT NO. 6 TO THE PROFESSIONAL SERVICES AGREEMENT WITH ANCHOR QEA LLC FOR THE CENTRAL WATERFRONT SITE**

Motion: Authorize the Executive Director to execute Amendment No. 6 to the Professional Services Agreement (PSA) with Anchor QEA, LLC for supplemental sampling and report revisions at the Central Waterfront site for an estimated cost of \$76,900 and a total authorized budget of \$609,630.

Discussion: Environmental Site Project Manager Brian Gouran explained that the Central Waterfront site is comprised of nearly 55 acres of contaminated industrial use property requiring remediation under the Washington State Department of Ecology (Ecology) Model Toxics Control Act (MTCA). In 2012 the Port and Anchor QEA entered into a Professional Services Agreement to perform a site wide RI/FS. Mr. Gouran added that the proposed amendment to the PSA will provide for additional sampling and data review in areas associated with a former bulk fueling facility, as required by Ecology. Half of the eligible PSA costs will be refunded to the Port through an existing MTCA grant and the remaining 50% through the Port's pre-funded AIG insurance policy.

Motion approved with 3-0 vote.

#### **2. SMALL CITY ECONOMIC DEVELOPMENT FUNDS.**

Motion: Approve the spending of \$80,000 Small City Economic Development Funds for projects in the cities of Blaine, Everson, Ferndale and Lynden in the amount of \$20,000 each.

Discussion: Economic Development Specialist Dodd Snodgrass explained that the annual Small City Economic Development Fund program was created to assist small cities with project implementation matching funds to benefit economic development. Through 2012, the program has committed \$445,322 to the program. Mr. Snodgrass reported that applications sent out to cities in January 2014, were reviewed by Port staff, and the Small Cities Partnership in February. The following 4 projects have been recommended for approval (\$20,000 each): City of Blaine for the Gateway Wetlands Consolidated Mitigation Site, City of Everson for Kirsch Drive Improvements, City of Ferndale for the Thornton Road Overcrossing Preliminary Design, and the City of Lynden for the 7<sup>th</sup> Street Revitalization. Commissioner Robbins voiced support for the program for its contribution to county wide infrastructure projects and worthwhile use of tax payer dollars.

Motion approved with 3-0 vote.

### **3. COMMERCIAL LEASE BETWEEN THE PORT OF BELLINGHAM AND ATLANTIC MARITIME OFFICERS ASSOCIATION FOR SPACE AT HARBOR MALL.**

Motion: Approval of a Commercial Lease between the Port of Bellingham and Atlantic Maritime Officers Association for approximately 680 square feet at the Harbor Mall.

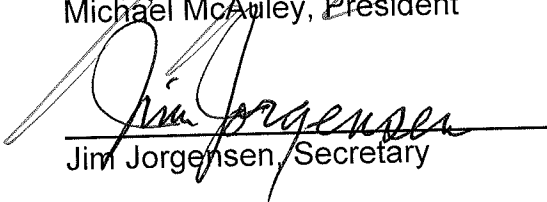
Discussion: Real Estate Director Shirley McFearin reported that Atlantic Maritime Officers Association ("AMOA") is a non-profit, tax exempt entity around since 1938 and the exclusive bargaining agent for Licensed Officers working with Conoco Phillips- Polar Tankers. AMOA is looking to relocate their office from Long Beach, California to Bellingham and will employ one full time employee while welcoming other visiting members when in town. The term is for two years with 2 two year renewal options. Ms. McFearin added that with the approval of this lease, Harbor Mall occupancy will be at 78%.

Motion approved with 3-0 vote.

### **ADJOURN**

At approximately 3:30 p.m., Commission President McAuley noted that it was time to adjourn the meeting. Commissioner Robbins moved that the commission move into an executive session for the purpose of discussing the performance of a public employee. The commission voted 3-0 to recess the regular meeting to a closed executive session for approximately one hour for the purpose of discussing personnel; performance of a public employee. It was further reported that there would be no action taken by the commission in the closed session. At 4:55 p.m., the public meeting was reconvened and with no further business, the meeting was adjourned.

  
Michael McAuley, President

  
Jim Jorgensen, Secretary