

**MINUTES OF THE PORT OF BELLINGHAM COMMISSION MEETING
HELD TUESDAY, MARCH 18, 2014
HARBOR CENTER BUILDING CONFERENCE ROOM
1801 ROEDER AVENUE, BELLINGHAM, WASHINGTON**

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 Mike Bozzo Mike Hogan Adam Fulton 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 Maintenance Manager Environmental Analyst Senior Project Engineer 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 and pending litigation pursuant to RCW 42.30.110(1) (c) (i).

RECONVENE PUBLIC MEETING AND ROLL CALL

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

PUBLIC COMMENT PERIOD

The following people signed up for public comment:

1. [Villene Lansbury](#), 1130 W 55th Terrace, Bellingham WA– [Airport](#) – Ms. Lansbury commented on the quality of life diminished by the proximity to the airport. Asked Commission to consider later meeting times, splitting the airport advisory groups into 2 groups- technical and citizen groups.
2. [April Barker](#)– 3127 Birchwood, Bellingham WA -Birchwood Neighborhood Association – [Airport](#) -Regarding the proposed splitting of the BIAAC into 2 committees, Ms. Barker expressed that the community has not had enough time to review and asking Commission to table the action pending community input.

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3. [Bert Webber](#), 3935 Cliffside, Bellingham WA- [Airport](#) – Mr. Webber agreed with April Barker's comments and the tabling of the motion of the two committees until the BIAAC committee has had a chance to discuss. Urged Port outreach to community and neighborhood associations.
4. [Matt Paskus](#), 1151 Old Main, Bellingham, WA- [Airport](#)- Mr. Paskus commented that a new advisory group is tourism outreach while the other targeting aviation proponents.
5. [Warren Bergholz](#)- Urged Commission to give serious consideration to the renaming of Fairhaven Marine Park to Alonzo Poe Marine Park, in recognition of Alonzo Poe, a historic figure and an early settler on the site referred to as Poe's Point for decades.

With there being no further public comment, the public comment period was closed.

Agenda Revision: Motion: Commission President McAuley moved that the Real Estate Agenda Items No. 4, 5, 6, 7, and 8 be moved to the Consent Agenda. Discussion: Commissioners Robbins and Jorgensen agreed. Motion approved with a 3-0 vote.

CONSENT AGENDA

Motion: To adopt Consent Agenda items A through B and Real Estate items 4 through 8:

- A. Approve the minutes of the February 20, 2014, Special Commission Meeting.
- B. Approve the minutes of the March 4, 2014, Regular Commission Meeting.
4. Approve the Renewal and Modification of Lease Agreement between the Port of Bellingham and LFS, Inc. for Buildings 1 & 2 including the Trawl Yard area located at Fairhaven Marine Industrial Park (FMIP).
5. Approve the Modification of Lease Agreement between the Port of Bellingham and LFS, Inc. for Building 7 located at Fairhaven Marine Industrial Park.
6. Approve the Modification of Lease Agreement between the Port of Bellingham and Lynden Vision Clinic P.S., d/b/a Spyglass Optik and Lynden Vision Clinic.
7. Approve the Modification of Airport Lease Agreement between the Port of Bellingham and Sky Ferry Holdings LLC.
8. Approve the Modification of Airport Lease Agreement between the Port of Bellingham and Alpha Distributors, Inc.

Discussion: There was no discussion.

Motion approved with a 3-0 vote.

ACTION ITEMS:

Agenda Revision: Commission President McAuley moved that Action Item No. 2 be moved ahead to better accommodate the guests in attendance. Discussion: Commissioners Robbins and Jorgensen agreed. Motion approved with a 3-0 vote.

2. AMEND THE BELLINGHAM INTERNATIONAL AIRPORT ADVISORY COMMITTEE (BIAAC) RESOLUTION AND ESTABLISH THE TECHNICAL AIRPORT ADVISORY COMMITTEE (TAAC).

Motion: A motion by the Board of Commissioners of the Port of Bellingham to amend the Bellingham International Airport's Advisory Committee's (BIAAC) Resolution by adopting Resolution No.1320A and establish a new Technical Airport Advisory Committee (TAAC) by adopting Resolution No. 1329.

Discussion: Aviation Director Dan Zenk explained as the size of the airport commercial terminal, the numbers of passengers, airlines, surrounding businesses have expanded significantly in the past decade, so too the community interest in the airport operations. In 1992, the Bellingham International Airport Advisory Committee (BIAAC) was established as a diverse citizen and aviation-interest group to address technical aviation topics related to airport operations as well as other airport topics related to the community. The BIAAC members have included an airline manager, and representatives from the air cargo, airport tenant, air traffic control tower, fixed base operators (FBO) and general aviation services. The group also included general interest community members and general purpose government officials including airport neighbors, county business interests, environmental, City of Bellingham, City of Ferndale, Whatcom County Council and Lummi Nation representatives. Proposed Resolution 1320A seeks to redefine the purpose and structure of the BIAAC as a non-technical advisory committee for the purpose of providing community input to the Port about the airport. Membership would consist of Cliffside, Birchwood, North County, South County representatives as well as Lummi Nation, Bellingham/Whatcom Tourism, Bellingham City Council, Whatcom County Council, City of Ferndale, County/City Business Interest, Higher Education, and Chamber of Commerce representatives serving terms of 3 years.

Proposed Resolution 1329 will establish the Bellingham International Technical Airport Advisory Committee (TAAC) consisting of Commercial, General, and Corporate Aviation representatives as well as Fixed Base Operator (FBO), Pilot Association, Air Cargo, Airport Businesses, Air Traffic Control Tower and Ground Transportation representatives serving 3 year terms. The agenda will be developed by the TAAC chair in coordination with the Director of Aviation/ Facilitator and the goal of the Committee is to provide technical input to the Director of Aviation who will then report to the Commission.

Commissioner Robbins asked that an Environmental representative be added to the BIAAC group and evening meetings added. The commission agreed to amend Resolution 1320A to include an Environmental representative and evening meetings. Commissioner Jorgensen asked about adding another airport employee (in addition to the Facilitator /Port Aviation Director). The commission discussed and decided to revisit that idea at a later date. Commissioner McAuley reported that the development of the two committees is a great first step and asked that the Commission reevaluate this step at the end of the year.

Motion approved with 3-0 vote.

1. AMENDMENT AND RENEWAL OF PARKING MANAGEMENT AGREEMENT WITH STANDARD PARKING AT THE BELLINGHAM INTERNATIONAL AIRPORT (BLI).

Motion: Approval of a motion authorizing the Executive Director to amend the agreement with Standard Parking for the management of the pay parking lots to include marketing efforts and to exercise the agreement renewal option for a two year period in the amount of \$1,085,832 for year 1 and \$1,112,185 for year 2 at the Bellingham International Airport (BLI).

Discussion: Aviation Director Dan Zenk reported that the Port's current Parking Lot Management Agreement with [Standard Parking](#) was approved for a three year term with the option to extend another two years. Standard Parking operates four parking lots at BLI, provides cashiers at the main and overflow parking lots, and provides shuttle bus services. Mr. Zenk added that the proposed amendment will include online marketing efforts to increase parking volume as well as renew the parking lot management and shuttle services agreement for the next two years.

The Commission discussed the Port's current parking operations, future projections and the competition to the Port's parking revenue from private businesses offering off-site parking and shuttle services. While the Commission agreed that revenues are needed to offset the cost of the Airport Commercial Terminal Expansion project and repayment of bonds, Commissioner McAuley stated he would not vote in favor of the proposed marketing efforts included in the proposed Agreement which may have a negative impact to the private businesses competing for revenue.

Motion approved with 2-1 vote. Commissioners Robbins and Jorgensen voted in favor; Commissioner McAuley voted against.

3. AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT (PSA) WITH ASSOCIATED PROJECT CONSULTANTS FOR ASPHALT REPAIRS FOR SEAVIEW BOATYARD –FAIRHAVEN MARINE INDUSTRIAL PARK (FMIP).

Motion: Authorize the Executive Director to execute an amendment to the Professional Service Agreement (PSA) with Associated Project Consultants (APC) of Bellingham, Washington for the design and site evaluation at the Fairhaven Marine Industrial Park (FMIP) Seaview Boatyard due to the fire line rupture in the amount of \$13,500 plus a 10% contingency for a total increased amount of \$14,850 and a total authorized contract amount of \$104,075.

Discussion: Maintenance Manager Mike Bozzo explained in February 2013, the Commission approved the PSA with APC for engineering/consulting services for the FMIP fire line replacement project. Mr. Bozzo added that the proposed increase to the contract is needed for an additional engineering evaluation of the asphalt surface failure at the site, due to a recent water main break.

Motion approved with 3-0 vote.

PRESENTATIONS

1.Update – Little Squalicum Beach Project

Environmental Analyst Mike Hogan and Senior Project Engineer Adam Fulton provided an [overview](#) of the current conditions of and future improvements to the Little Squalicum Beach area, located at the northwest side of Squalicum peninsula; near the Mt. Baker Products site. Currently, the site is used for commercial business activities as well as providing public access to the beach. Mr. Hogan reported on several problems along the shoreline including the presence of a corroded metal stormwater outfall pipe and upland erosion due to the failure of non-engineered shoreline armoring which includes concrete slabs, rock and debris. This site has been identified as a WRIA 1 High Priority Enhancement project for near shore restoration to support salmon recovery. This project will remove the non-engineered shoreline armoring and create a gradual beach slope to dissipate the wave energy and protect against further erosion while also restoring natural physical and biological shoreline processes. The project objectives include support for salmon recovery/habitat restoration, improved public access and safety, while preserving uplands for commercial activity and providing long-term protection of the beach against erosion. Mr. Fulton provided an overview of the current conditions and conceptual renderings for the project and reported that the work to date has included environmental sampling, 90% engineering design and coordination with the Bellingham Bay Pilot Team and permit agencies. The next steps include further review by the Bellingham Bay Action Team, completion of the engineering design, grant and permit applications.

ADJOURN

With no further business, the meeting was adjourned at approximately 4:22 p.m.

Michael McAuley, President

Jim Jorgensen, Secretary