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CONSENT AGENDA
ITEM # A

**MINUTES OF THE PORT OF BELLINGHAM
COMMISSION MEETING
HELD TUESDAY JANUARY 22, 2019
HARBOR CENTER ROOM
1801 ROEDER AVENUE, BELLINGHAM, WASHINGTON**

Present:	Commissioners:	
	President	Bobby Briscoe
	Vice President	Ken Bell
	Secretary	Michael Shepard
Staff:	Rob Fix	Executive Director
	Don Goldberg	Economic Development Director
	Brian Gouran	Environmental, Planning Director
	Sylvia Goodwin	Engineering Director
	Tamara Sobjack	Finance Director, Auditor
	Shirley Mc Fearin	Real Estate Director
	Tiffany DeSimone	Meetings and Events Supervisor
	Frank Chmelik	Port Legal Counsel
	Diane McClain	Executive Secretary

OPEN PUBLIC MEETING ROLL CALL AND IMMEDIATELY RECESS TO CLOSED EXECUTIVE SESSION

At approximately 3:00 PM, the regular meeting was opened and immediately recessed to executive session. The purpose of the executive session was to discuss pending litigation, personnel and potential real estate transactions pursuant to RCW 42.30.110(1 (i)(g)(c). The executive session was expected last approximately 1.5 hours with no formal action taken by the Commission during the executive session.

4:30 RECONVENE PUBLIC MEETING, ROLL CALL- At approximately 4:30 p.m., Commission President Briscoe opened the public meeting and announced that all 3 Commissioners were present.

PUBLIC COMMENT PERIOD-

Doug Karlberg (Commercial Fisherman) commented on a recent letter sent from the Whatcom Commercial Fishermen's Association (CFA) to the Commission and staff regarding the issuance of webblockers in the marinas.

Milan Slipovich (Commercial Fisherman and President of the CFA) spoke about the required proof of fishing documentation in order to obtain a webblocker in the marinas and offered CFA assistance in the care and maintenance of the Fishermen's Memorial and Blessing.

CONSENT AGENDA

Motion: Approve Consent Agenda items A-K.

- A. Approve the minutes of the January 8, 2019, regular Commission meeting.
- B. Amend the Airport Advertising Policy to authorize the Executive Director to enter into advertising contracts with terms of up to three years or 36 months at Bellingham International Airport (BLI).
- C. Approve the Renewal & Modification of Lease between the Port of Bellingham and Bellingham Aviation Services, LLC, (BAS) located at Bellingham International Airport (BLI).
- D. Authorize the Executive Director to execute Amendment No. 1 to the Personal Services Agreement with DH Environmental, Inc. to increase the scope and budget by \$44,994.70 for a total of \$89,993, and extend the term to December 31, 2019 for continued consultant services for the Port's Environmental Compliance Assessment Program (ECAP).
- E. Authorize the Executive Director to execute a Third Cost Sharing Agreement between the Port of Bellingham and Bornstein Seafoods, Inc. under which Bornstein Seafoods Inc. will contribute 50% of costs for completing the remedial design for the I & J Waterway site in Bellingham, Washington.
- F. Authorize the Executive Director to execute Amendment No. 1 to the Professional Services Agreement with K Engineers, Inc., in the amount of \$6,400 for a total amount of \$40,000 for electrical engineering design services for the 625 Cornwall and Warehouse No. 1 high speed internet service project.
- G. Approve the Settlement and Release of Claims Agreement between the Port of Bellingham and Halibut Henry's LLC.
- H. Approve a Modification of Commercial Lease between the Port of Bellingham and LFS, Inc., for warehouse premises located at 1000 F Street, Bellingham, Washington.
- I. Approve a Renewal & Modification of Lease between the Port of Bellingham and SFP Partnership, for premises located at 3901 Airport Way in the Airport Industrial Park.
- J. Approve a Third Modification of Lease between the Port of Bellingham and Bingham Fox d/b/a Drayton Harbor Fishery, for premises located at the Blaine Marine Industrial Area.
- K. Approve a Modification of Airport Industrial Park Lease between the Port of Bellingham and Sculpture Northwest, a Washington Nonprofit organization.

Motion approved with a 3-0 vote.

Advisory Committee Announcements

PRESENTATIONS

ENVIRONMENTAL CLEANUP- WHATCOM WATERWAY PHASE TWO

Environmental Director Brian Gouran presented an overview of the currently approved and alternative cleanup options for the Whatcom Waterway Phase Two MTCA (Model

Toxics Control Act) environmental cleanup site. Mr. Gouran also provided background information on the Aeration Stabilization Basin (ASB) facility located near the Whatcom Waterway and part of the overall cleanup determination. Mr. Gouran presented two alternative dredging, capping, filling (partial and full) options taking into consideration potential land uses, operational needs, maximum flexibility, aquatic habitat and relative costs. The Commission directed staff to move forward with the partial fill as the preferred alternative and to continue working in coordination with Department of Ecology and engaging the community in public discussions as the planning and evaluation work proceeds.

5 Minute Break

MEETINGS AND EVENTS – 2018 IN REVIEW

Meetings and Events Supervisor Tiffany DeSimone provided a Community Outreach update for calendar year 2018, linking the Port's mission statement and core values with the work the Meetings and Events staff does throughout the year. Ms. DeSimone presented various types of private and community meetings and events that were held in Port facilities and on Port properties and discussed the Port's growing social media presence on multiple platforms. This increased communication effort is delivering valuable information to the public and useful feedback to the staff. In addition to providing excellent customer service, staff will continue to gather data to further evaluate the impacts meetings and events have on the local economy and begin the Request for Proposal (RFP) process for securing a large summertime event on Port property in 2019.

PUBLIC COMMENT PERIOD-

Doug Karlberg (Commercial Fisherman) commented on the Aeration Stabilization Basin (ASB) and suggested the Port begin marketing the ASB facility to attract a paying customer.

OTHER BUSINESS

The Commission briefly discussed the following items:

Government Shutdown: Aviation Director Sunil Harman reported that on the 32 day of the shutdown, the BLI airport is open and running though not without impacts. Non-Port employees (TSA, Homeland Security, Customs) continue to work during the government shutdown; some without pay. Other various FAA personnel are either working or have been furloughed. Mr. Sunil reported BLI Airport safety is not currently of concern but could change the longer the shutdown goes on; shutdown will definitely have economic impacts. Commission directed staff to draft a resolution with the City and County in support of those working without pay during the shutdown and requested this resolution be on the next agenda if the shutdown does not end before the next Commission meeting.

Announcements: Commissioner Bell mentioned the Tide to Table event on February 16, 2019. Commissioner Shepard urged support for the Paddle to Lummi canoe event July 24 -28, 2019.

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Commissioner Bell praised the retaining of artifacts as iconic additions on the waterfront and Commissioner Briscoe praised the lighting upgrades installed in Blaine Marina thus far.

ADJOURN

With no further business, the meeting was adjourned at approximately 6:15 p.m.

President

Secretary