

**MINUTES OF THE PORT OF BELLINGHAM
COMMISSION MEETING
HELD TUESDAY MARCH 07, 2017
HARBOR CENTER ROOM
1801 ROEDER AVENUE, BELLINGHAM, WASHINGTON**

Present:	Commissioners:	
	President	Dan Robbins
	Vice President	Bobby Briscoe
	Secretary	Michael McAuley
Staff:	Rob Fix	Executive Director
	Sunil Harman	Aviation Director
	Brian Gouran	Environmental Programs Director
	Tamara Sobjack	Finance Director
	Adam Fulton	Facilities Director
	Elizabeth Monahan	Human Resources Director
	Sylvia Goodwin	Planning & Economic Development Director
	Shirley McFearin	Real Estate Director
	Brien McCracken	Electrician
	Dodd Snodgrass	Economic Development Specialist
	Pam Taft	Special Projects Administrator
	Frank Chmelik	Port Counsel
	Diane McClain	Executive Secretary

2:30 p.m. – OPEN PUBLIC MEETING, IMMEDIATELY RECESS TO EXECUTIVE SESSION

The purpose of the executive session was to discuss pending real estate and potential litigation matters pursuant to RCW 42.30.110 (c) (i) with no action to be taken by the Commission during the discussion.

4:00 p.m. – OPEN PUBLIC MEETING, ROLL CALL Commission President Robbins called the meeting in the Harbor Center room to order at approximately 4:00 PM.; all 3 Commissioners were present.

ADVISORY COMMITTEE AND OTHER ANNOUNCEMENTS

Facilities Director Adam Fulton introduced Electrical Foreman Brien McCracken (26 years at the Port) to announce cost saving project maintenance measures pertaining to the existing 33 fire alarm systems involving monitoring, phone lines and code requirements. Mr. McCracken reported that by adding new cellular technology, the Port will save over \$1400 each month/ roughly \$17, 000 annually.

PUBLIC COMMENT PERIOD – No one participated in the public comment period.

A letter received from Stephanie Twiford was presented to the Commission with a request for a bench and memorial plaque on Port property to honor her late husband Hylas Twiford.

(Note: Commissioner Briscoe responded later to the request in the new business portion of the meeting.)

CONSENT AGENDA

- A. Approve the minutes of the February 21, 2017, Regular commission meeting.
- B. Authorize the Executive Director to execute a Release and Settlement Agreement with Port's additional insurer Progressive Classic Insurance Company.
- C. Authorize the Executive Director to execute Amendment No. 9 to the Professional Services Agreement with Moffatt & Nichol for the GP Wharf condition survey in the amount of \$6,090 plus a 10% contingency for a total authorized amount of \$441,219.50.
- D. Authorize the Executive Director to execute Interagency Agreement No. C1700114 with the Department of Ecology to fund a portion of the Whatcom Waterway Park Beach project.

Motion: Approve Consent Agenda items A through D.

Discussion: None.

Motion approved with 3-0 vote.

ACTION ITEMS

1. AWARD SMALL CITY ECONOMIC DEVELOPMENT FUNDS

Motion: Approve Small City Economic Development Funds for projects in the cities of Blaine, Everson, Ferndale and Lynden.

Discussion: Economic Development Specialist Dodd Snodgrass reported the proposed action is the result of an annual economic development funding program created by the Commission in 2004 to assist small cities in Whatcom County with planning, engineering and feasibility studies, leveraging capital funds, stimulating private investments and jobs. The Port has contributed over \$658,000 since the program's inception with the typical annual contribution being \$15 to \$20 thousand dollars to each of the selected applicants. The proposed 2017 projects are: \$15,000 City of Blaine for Peace Portal West Alley Design, \$20,000 City of Everson for Lincoln Street Improvements, \$15,000 City of Ferndale for City Wayfinding Program, and \$15,000 City of Lynden for Landfill Preliminary reclamation and Reuse project; totaling \$65,000. Each City if awarded, will match the cash investment for each of their identified project(s).

Motion Approved with a 3-0 vote.

2. ECOLOGY NATIONAL ESTUARY PROGRAM GRANT AGREEMENT- COMMERCIAL PUMPOUT SYSTEM AT SQUALICUM HARBOR SAWTOOTH

Motion Authorize the Executive Director to enter into a National Estuary Program Department of Health Puget Sound Restoration Federal Grant Agreement with the Department of Ecology for a Commercial Pumpout System at the Squalicum Harbor Sawtooth.

Discussion: Special Project Administrator Pam Taft reported the Department of Ecology (DOE) petitioned the U.S. Environmental Protection Agency (EPA) in 2016 to establish Puget Sound as a No Discharge Zone. This action would protect water quality and prohibit the discharge of treated and untreated sewage anywhere in Puget Sound. A one-time grant opportunity made available through the DOE will help fund the construction and installation of a new sewage disposal facility or pumpout station to be permanently mounted to the commercial fishing vessel Sawtooth Dock at Squalicum Harbor that will service mainly commercial fishing vessels.

Motion Approved with a 3-0 vote.

3. ACID BALL ARTIFACT SURPLUS TO THE PORT, TRANSFER TO THE CITY

Motion: Approve Resolution No. 1361 declaring the Acid Ball artifact surplus to the needs of the Port of Bellingham (Port) and authorizing the Executive Director to transfer this artifact to the City of Bellingham (City).

Discussion: Environmental Director Brian Gouran reported the 2013 Waterfront District Sub-Area Plan developed by the Port and City, recommended the salvage and display of historic building materials and equipment within the development of the Waterfront District. The Port has temporarily preserved a large metal Acid Ball artifact from the previous industrial site for use as public art. The City is currently working on the Whatcom Waterway Park design and has requested the Port transfer ownership of the Acid Ball to the City to remove, restore, and display as public art in the new park.

Motion Approved with a 3-0 vote.

PRESENTATIONS

1. **Bellingham International Airport (BLI) Master Plan- Forecast Assumptions-** Aviation Director Sunil Harman introduced John Yarnish, Airport Planning Manager with AECOM to give an update on the Bellingham International Airport (BLI) Master Plan Forecast Assumptions as part of the Master Plan continuing public process providing information crucial to the consideration of future development at the airport and toward the development of a new Master Plan. (AECOM is an American engineering firm that provides design, consulting, construction, and management services worldwide.) The presentation included various factors and considerations in developing a New Passenger Forecast: looking at the existing facility, historical factors; comparing the 2015 BLI Master Plan and previous forecast projections based on rapid growth then and increased passenger activity to the actual data, passenger activity decline now and current 2017 market conditions. Mr. Yarnish summarized 2017 -2037 projections for enplaned

March 7, 2017

Page 4

passengers, General Aviation (GA) and Commercial service operations, forecast assumptions to be considered in developing a new Master Plan for BLI.

Break- At approximately 5:00 pm., Commission President Robbins announced the meeting would immediately recess to executive session for thirty minutes and would resume at 5:30 p.m.

5:30 p.m.

PUBLIC COMMENT PERIOD – No one participated in the second public comment session.

NEW BUSINESS

These items were briefly discussed under New Business:

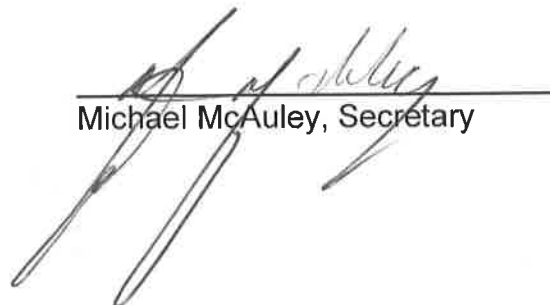
- The letter presented earlier to Commission from Ms. Twiford re: a bench and memorial request: Commissioner Briscoe responded the Port is currently looking at multiple options to honor the requests of many for memorial placements/markings on Port property.
- Business of the Week plaque presented to the Port from the Chamber and Port's recent participation in the Wild Seafood Exchange event.
- City of Bellingham considering using City owned property on Roeder Avenue as a homeless shelter. The Commission asked Executive Director Rob Fix to inquire as to possible mitigation from the City for the loss of an acre of land for non-Marine Trades use.

ADJOURN

With no further business, the meeting was adjourned at approximately 5:45 p.m.



Daniel M. Robbins, President



Michael McAuley, Secretary