

**MINUTES OF THE PORT OF BELLINGHAM
COMMISSION MEETING
HELD TUESDAY, JANUARY 24, 2023
REGULAR IN-PERSON/REMOTE MEETING**

Present:	Commissioners:	
	President	Michael Shepard
	Vice President	Bobby Briscoe
	Secretary	Ken Bell
Staff:	Rob Fix	Executive Director
	Tamara Sobjack	Chief Financial Officer
	Holly Stafford	Port Legal Counsel
	Tiffany DeSimone	Director of Marinas
	Pam Taft	Maritime Special Projects Administrator
	Sunil Harman	Director of Aviation
	Emily Phillipe	Airport Operations Manager
	Brian Gouran	Director of Environmental & Planning Services
	Carey Jones	Executive Administrator

3:00 PM OPEN PUBLIC MEETING, IMMEDIATELY RECESS TO EXECUTIVE SESSION

At approximately 3:00 PM, President Michael Shepard opened the public meeting, read the closed session announcement, and immediately recessed to executive session.

4:00 PM CLOSED EXECUTIVE SESSION AND RECONVENED PUBLIC MEETING, ROLL CALL

At approximately 4:00 PM, President Michael Shepard closed Executive Session and reconvened the public meeting, and announced all three Commissioners were present.

PRESIDENT MICHAEL SHEPARD READ THE ADVISORY COMMITTEE MEETING SCHEDULES

Marina Advisory Committee (MAC)

February 14 @ 6 PM Harbor Center Building Conference Room

IN-PERSON ONLY

Bellingham International Airport Advisory Committee (BIAAC)

April 13 @ 4PM

ZOOM ONLY

4:00 PM PUBLIC COMMENT PERIOD

No public comment

CONSENT AGENDA-

- A. Motion to approve minutes from the January 10, 2023 regular scheduled commission meeting.
- B. Motion authorizing the Executive Director to execute a final one-year extension of the existing Agreement for the period of February 1, 2023 thru January 31, 2024 for janitorial services with 5 Star Services, Inc.
- C. Motion authorizing the Executive Director to amend the Personal Services Agreement with Makers to provide technical expertise to support t planning efforts in 2023 for the Waterfront District Marine Trades Area.

Discussion: No discussion

Motion: Approve Consent Agenda Item A - C

Motion approved with a 3 - 0 Vote

PRESENTATION

1. Marinas Rules & Regulations Update

Discussion: Director of the Marinas Tiffany DeSimone covered the line item changes in the proposed 2023 rules and regulation policy.

Commissioner Shepard asked why people on the wait list are refusing the spot when one opens up. Tiffany said there are many reasons why people refuse the spot; they have not purchased a boat, they changed their mind, they are not ready to purchase, there is a host of different reasons.

Commissioner Shepard asked if there is a fee to get on the wait list, Tiffany said yes.

Commissioner Bell started a discussion about slip subleases.

Commissioner Briscoe asked for clarification on monthly utility fees.

ACTION ITEM

1. Authorize the Executive Director to execute an Authorization to Proceed for Harcourt's proposed Projects No. 5 and 6 within the Waterfront District Master Development Area.

Discussion: Environmental and Planning Director Brian Gouran gave a presentation on Harcourt Projects No. 5 & 6. He covered the revised Master Development Area plans in detail, and updated the Commissioners on the project approval processes.

The Port Commissioners had a discussion about the binding agreement they have with Harcourt.

Commissioner Shepard asked for an update on the buildings 3 and 4 compliances and what those expected date markers are.

Motion approved with a 3 - 0 Vote

END OF MEETING PUBLIC COMMENT PERIOD

No public comment

OTHER BUSINESS

Commissioner Shepard thanked the Port Real Estate Team for a great job welcoming Corvus Marine into our community.

Commissioner Shepard asked for an update on the BLI Firefighting non-fluoride foam, as well as the CBP International Arrivals Terminal environmental assessment. Airport Operations Manager Emily Phillipe spoke about the extinguishing agents, FAA mandates, and fees. Director of Aviation Sunil Harman spoke about the environmental review, and funding for the project.

END OF MEETING

President Michael Shepard adjourned the meeting at approximately 5:22 PM.

President/Vice President

Secretary