

**MINUTES OF THE PORT OF BELLINGHAM
COMMISSION MEETING
HELD TUESDAY, FEBRUARY 1, 2022
REGULAR IN-PERSON/REMOTE MEETING**

Present: Commissioners:
President
Vice President
Secretary

Bobby Briscoe
Ken Bell
Michael Shepard

**Consent Agenda
item # A**

Staff: Rob Fix
Jon Sitkin
Tamara Sobjack
Elliott Smith
Greg McHenry
Tiffany DeSimone
Carey Jones

Executive Director
Port Legal Counsel
Chief Financial Officer
Director of Real Estate
Senior Planning Analyst
Director of the Marinas
Executive Administrator

4:00 PM OPEN PUBLIC MEETING, ROLL CALL

At approximately 4:00 PM, President Bobby Briscoe opened the public meeting, and announced that all three Commissioners were present.

4:00 PM PUBLIC COMMENT PERIOD

John Lesow from Point Roberts spoke about the prospective purchase of the Point Roberts Marina. John invited the Port Commissioners to come to Point Roberts for a tour of the point.

Commissioner Bell said the Port is a long way from considering the purchase of the Point Roberts Marina.

COMMISSIONER BRISCOE READ THE ADVISORY COMMITTEE MEETING SCHEDULES

- Marina Advisory Committee (MAC) – March 8 @ 6 PM on Zoom
- Bellingham International Airport Advisory Committee (BIAAC) – April 14 @ 4 PM on Zoom

CONSENT AGENDA-

- A. Approve minutes from the January 18, 2022 regular scheduled commission meeting.
- B. Motion to approve Resolution No. 1106-Y(i), modifying existing Delegation of Powers to clarify and add certain administrative powers and duties to the Executive Director.
- C. Approval of a motion ratifying emergency repair contracts and costs due to severe weather water damage in the Airport's commercial terminal.
- D. Motion authorizing the Executive Director to enter into a personal service contract with Jennifer Noveck to provide Research and Communications Manager Services.
- E. Motion by the Port Commission to approve the following:
 - 1- Consent to Assignment of Lease from NTG Fabrication to Birdon America, Inc.
 - 2- Modification of Birdon America Inc., Lease for Building 7 at Fairhaven Marine Industrial Park.
 - 3- Consent to Sublease to NTG Fabrication, Inc.
 - 4- Authorize the Executive Director to execute any other document required to finalize the above transactions.

Motion: Approve Consent Agenda items A - E

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Discussion: No discussion by the commission.

Motion approved with a 3 - 0 Vote

PRESENTATION

1. 2021 Financial Report

Discussion: CFO Tamara Sobjack gave an update on Q4 2021 Financial Results. Tamara discussed the Stormwater Program, Public Records Requests, Safety Report, Risk Management Activities, Budget, Grants & Capital Projects, Balance Sheet, and Investments.

Commissioner Bell asked if the Ports insurance policy is typically paid back from what our expenses are. Tamara said the Port has been very fortunate to have gotten most if not all of our claims reimbursed outside of the deductible.

Commissioner Briscoe asked if the Port received reimbursement for the Port Roberts Ferry expenses. Executive Director Rob Fix said the Port was reimbursed for a few months in 2020 from the County using Federal funds, but the Port paid for the 2021 expenses.

ACTION ITEMS

1. Motion to approve updates to Resolution No.1401 for the Comprehensive Scheme of Harbor Improvement Plan.

Discussion: Senior Planning Analyst Greg McHenry described the purpose and background of the Comprehensive Scheme of Harbor Improvement Plan, and asked the Commission for approval.

Motion approved with a 3 - 0 Vote

END OF MEETING PUBLIC COMMENT PERIOD

Jim Kyle representing the Working Waterfront Coalition asked if current licensing with the state is relative to the marina capacity that contributes to seaworthiness of vessels. Commissioner Briscoe said he believes that licensing falls under this, but he does not believe licensing requires a coast guard examination to license. Jim said he believes the laws are different on the recreational side that would apply to the boats in our harbors.

Jim Kyle spoke about the adoption of the comprehensive scheme and the public hearing that took place at the last commission meeting. Jim said he did not get a response from the Port on their testimony regarding Resolution No. 1396, and he would appreciate an update from a Port staff member. Executive Director Rob Fix said the Port staff is happy to sit down with you and discuss the outcome.

OTHER BUSINESS

Commissioner Shepard asked if the RFP went out for the Boardmill Building located on West Laurel Street in Bellingham. Executive Director Rob Fix responded yes it did. Director of Real Estate Elliott Smith said the RFP will be out for twelve weeks until proposals are due. Commissioner Shepard said this is a big deal to me as a Commissioner, and it is a big deal to the organization as a whole.

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Commissioner Bell asked how people access the Boardmill RFP. Elliott said people can locate the RFP through the Ports website, as well as a variety of social media platforms.

Commissioner Shepard brought up the need to schedule a work session and focus on next steps for Waterfront Planning including the Alcohol Building, and the GP Wharf.

Commissioner Shepard gave a brief update on Broadband.

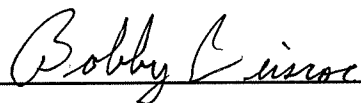
Commissioner Shepard said he fielded a call from a community member concerned about the availability of moorage in our Port harbors. Executive Director Rob Fix said the Port is counting on the Seaview Marina dry stack storage to alleviate some of the pressure, while we are rebuilding the harbor.

Commissioner Shepard asked his fellow Commissioners if the Port should be putting more pressure on boats that have not moved/derelict vessels. Director of the Marinas Tiffany DeSimone said that in the coming months you will see a push from the Harbor Masters and staff looking at the seaworthiness of vessels, depending on the findings movement should occur in the upcoming months.

The Commissioners discussed the use of the boathouses in Blaine.

Commissioner Briscoe requested the Port facilitate a work session on the Blaine Industrial Area.

With no other business, the meeting adjourned at approximately 4:52 PM



President/Vice President



Secretary