

**MINUTES OF THE PORT OF BELLINGHAM  
COMMISSION MEETING  
HELD TUESDAY APRIL 9, 2019  
HARBOR CENTER ROOM  
1801 ROEDER AVENUE, BELLINGHAM, WASHINGTON**

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Present:	Commissioners:	
	President	Bobby Briscoe
	Vice President	Ken Bell
	Secretary	Michael Shepard
Staff:	Rob Fix	Executive Director
	Sunil Harman	Aviation Director
	Brian Gouran	Environmental, Planning Director
	Elizabeth Monahan	Human Resources Director
	Tamara Sobjack	Finance Director, Auditor
	Shirley Mc Fearin	Real Estate Director
	Dave Warter	Marine Terminals Manager
	Greg Nicoll	Senior Engineer
	Kyle Randolph	Squalicum Harbormaster
	Neil Clement	Emergency Management & Security
	Frank Chmelik	Port Legal Counsel
	Diane McClain	Executive Secretary

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**OPEN PUBLIC MEETING, ROLL CALL AND IMMEDIATELY RECESS TO**

**EXECUTIVE SESSION** At approximately 3:30 PM, the regular meeting was opened, roll was taken and immediately recessed to executive session. The purpose of the executive session was to discuss potential litigation pursuant to RCW 42.30.110(1) (i). The executive session was expected last approximately 1.0 hour 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 closed the executive session, reconvened the public meeting and announced that all 3 Commissioners were present and that Commissioner Bell was joining the meeting via teleconference.

**Advisory Committee Announcements**

**PRESENTATION**

**Puget Sound Energy (PSE) Grant award-** Marine Terminals Manager Dave Warter introduced from PSE: Lynn Murphy, Peter Lilsve and Pinky Vargas in attendance to recognize the Port for its energy saving projects and present a check to the Port in the amount of \$23,519.93; a grant award for recent energy efficient lighting upgrades to the Port's warehouses on Cornwall Avenue.

**PUBLIC COMMENT PERIOD-**

**Eddy Ury-** (Resource Manager, Sustainable Communities) spoke on the County Comprehensive Plan and Cherry Point Industrial area and zoning code.

## **CONSENT AGENDA**

- A. Approve the minutes of the March 19, 2019, regular Commission meeting.
- B. Establish a capital budget line item in the amount of \$5,000 for the purchase of two new computers for the Bellingham International Airport (BLI) staff in 2019.
- C. Authorize the Executive Director to approve funding of up to an additional \$90,000 additional repairs and restoration work due to water pipe breaks and subsequent water damage in the BLI airport commercial terminal. This will bring the total amount authorized for Belfor Property Restoration to approximately \$415,000.
- D. Authorize the Executive Director to execute Amendment No. 1 to the Professional Services Agreement (PSA) with Coffman Engineers Inc. for corrosion testing and analysis, design, submittals review, and other professional construction support services for the Multiple Fire Suppression Systems project in the amount of \$44,500 for a total authorized PSA amount of \$52,000.
- E. Authorize the Executive Director to execute a letter to the Department of Natural Resources approving a grant of Easement to the City of Bellingham under PMA 22-080025, subject to a request for additional information.
- F. Notification purposes only, per Resolution No. 1358A Small Works Roster –BLI Deplaning Hallway Improvements project- Lummi Nation Construction Co. LLC.
- G. Authorize the Executive Director to enter into a grant agreement with Washington State Parks & Recreation Commission for funding to reimburse 75% of costs associated with the purchase and installation of pumpout equipment for the Gate 10 pumpout facility at Squalicum Harbor.
- H. Authorize the Executive Director to enter into three separate grant agreements with the Washington State Parks & Recreation Commission for funding to reimburse 75% of costs associated with the annual operations and maintenance costs for pumpout facilities at Squalicum and Blaine Harbors and the Bellingham Cruise Terminal.
- I. Authorize the Executive Director to execute the Deed conveying the Bellingham International Airport Boundary Lot Line Adjustment for the former Washington Air National Guard (WANG) site and any other documents necessary in connection with this boundary adjustment.

Motion: Approve Consent Agenda items A- I.

Discussion: Brief clarification on item I.

Motion approved with a 3-0 vote.

## **PRESENTATIONS**

### **Update- Weblocker Assignment**

Squalicum Harbormaster Kyle Randolph reported the purpose of the update was to continue the conversation from the March 19, 2019, commission meeting. At that

meeting, the Commission questioned the justification for the assignment of webblockers in Squalicum Harbor to the Washington Department of Fish and Wildlife and Squalicum Marine Upholstery, and asked that those two particular assignments be pulled from the proposed list of webblocker assignments for further consideration, and requested that representatives of each attend the following Commission meeting to explain their need for the webblocker.

Joshua Koontz discussed the webblocker currently rented in his name for use by the Washington Department of Fish and Wildlife and Tim Mumford explained his need to retain the webblocker for his Squalicum Marine Upholstery business. No action was taken by the Commission.

### **Update- Waterfront District**

Environmental and Planning Director Brian Gouran discussed timeline and status of the Waterfront District Subarea Plan Amendment, as well as providing a brief update on the City of Bellingham projects (Waypoint Park, road construction), District Energy (4 pipe system and working with Corix), and Harcourt projects (Granary, Waterfront Residential, Gateway Office, Boardmill Hotel). In addition to the Whatcom Waterway- ASB, Building Demo & Site Safety, interim uses on the site (bicycle pump track), staff is working on Healthy Housing Grant funding eligibility for cleanup projects such as the Lignin 3-acre parcel within the Waterfront District.

### **10 Minute Break**

### **ACTION ITEMS**

#### **1. PROFESSIONAL SERVICES AGREEMENT WITH REID MIDDLETON FOR THE SQUALICUM HARBOR GILLNET LOADING ZONE, FIRE BELLE PIER & INNER HARBOR CONDITION ASSESSMENT**

Motion: Authorize the Executive Director to execute a Professional Services Agreement with Reid Middleton, Inc. to complete condition assessments for the Squalicum Harbor Gillnet Loading Zone, Fire Belle Pier and Inner Harbor Marina in the amount of \$90,000.

Discussion: Senior Engineer Greg Nicoll presented an overview and discussed the background of the facilities and proposed scope of professional services which will include the visual inspection and condition assessment in addition to the development of recommended repairs and estimated construction costs for the Squalicum Inner Harbor Marina and Gillnet Loading Zone floating docks and a pier structure. From the seven responses the Port received to the Request for Professional Services (RFPS) the team selected Reid Middleton, Inc. of Everett Washington to perform the proposed scope of services. Reid Middleton previously completed an assessment of the Inner Harbor in 2010.

Motion approved with a 3-0 vote.

**2. PROFESSIONAL SERVICES AGREEMENT WITH REID MIDDLETON FOR THE BLAINE HARBOR MARINE INDUSTRIAL PENINSULA ACCESS IMPROVEMENTS**

Motion: Authorize the Executive Director to execute a Professional Services Agreement (PSA) with Reid Middleton, Inc. for planning and design assistance for the Blaine Harbor Marine Industrial Peninsula (BHIP) Access Improvements project in the amount of \$84,465.

Discussion: Senior Engineer Greg Nicoll presented an overview of the site and explained that the proposed PSA will assist the Port in redeveloping and improving site access to enable local business to maintain and improve operations and ability to access the common use Sawtooth Pier. The Commission discussed with staff the scope of services that include a topographic survey of the entire peninsula, development of road realignment alternatives within the BHIP, construction cost estimate information, preliminary design, tenant engagement/stakeholder outreach, public process, and obtaining schematic engineering conceptual drawings. Mr. Nicoll explained the purpose for issuing the RFPS (Request for Professional Services) is to engage outside professional assistance due to the many elements of this project. Of the three proposals submitted to the Port, Reid Middleton, Inc. was selected as a well-qualified firm with extensive experience working in the Blaine Harbor Industrial area.

Motion approved with a 3-0 vote.

**3. LIMITED OPERATIONS AGREEMENT- FAIRHAVEN SHIPYARD**

Motion: Authorize the Executive Director to enter into a Limited Operations Agreement with Fidelity & Deposit Company, Washington Federal, Pierce County, David Stapleton as Trustee and the Chapter 7 Estate of Puglia Engineering Inc., and Washington Federal Bank for the completion of the Ferry Steilacoom project.

Discussion: Port General Counsel Frank Chmelik provided a brief history of Puglia's Fairhaven operation and background of events leading up to and the terms of the proposed agreement.

Motion approved with a 3-0 vote.

**OTHER BUSINESS**

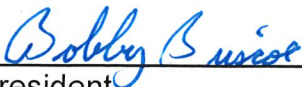
The Commission discussed status of the Economic Development Investment (EDI) Grant application for Broadband installation. Emergency Management and Security Officer Neil Clement answered questions regarding security and ownership of the Little Squalicum Beach property and the Commission asked about the status of the solar panel project.

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**ADJOURN**

With no further business, the meeting was adjourned at approximately 6:28 p.m.

  
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President

  
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Secretary

