

**MINUTES OF THE PORT OF BELLINGHAM
BOARD OF COMMISSIONERS MEETING
TUESDAY, MAY 6, 2025
REGULAR IN-PERSON/HYBRID MEETING**

Commissioners:

Bobby Briscoe
Ken Bell
Michael Shepard

President
Vice President
Secretary

**Consent Agenda
Item # A**

Staff:

Rob Fix
Brian Gouran
Elliott Smith
Holly Stafford
Matt Rodriguez
Tamara Sobjack
Tiffany DeSimone
Tyler Schroeder
Matt Cress
Stephanie Wiley
Tracy Lewis

Executive Director
Director of Environmental Cleanup
Director of Real Estate
Port Legal Counsel
Director of Aviation
Chief Financial Officer
Director of Maritime
Director of Economic Development
Marine Terminals Business Dev. Mgr.
Community Outreach Manager
Executive Assistant

2:00 PM OPEN PUBLIC MEETING, IMMEDIATELY RECESS TO EXECUTIVE SESSION

At approximately 2:00 PM, Commissioner Briscoe opened the public meeting and announced the purpose of the executive session:

- To consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price. However, final action selling or leasing public property shall be taken in a meeting open to the public - RCW 42.30.110 (1)(c).
- To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee - RCW 42.30.110(1)(g).
- To discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency - RCW 42.30.110(1)(i).

4:00 PM OPENED PUBLIC MEETING

At approximately 4:00 pm, Commissioner Briscoe opened the regular meeting, and announced all Commissioners were present.

READ ADVISORY COMMITTEE MEETING SCHEDULES

- Marina Advisory Committee (MAC), May 13th at 6 pm in the Harbor Center Commission Chambers in-person only.
- Bellingham International Airport Advisory Committee (BIAAC), June 26th @ 4 pm at the Airport Rescue Firefighting Station and on Zoom.

Reminder that the May 20th Commission Meeting has been CANCELLED

4:00 PM PUBLIC COMMENT

Commissioner Briscoe stated there are two Public Comment periods: One at 4:00 pm and another at the end of the meeting. Out of respect for everyone who attends the Commission meeting, each public comment period may be limited to 15 minutes total. Speakers are asked to keep their comments to less than 3 minutes. Please feel free to submit further comments in writing.

Commissioners heard public comment from 7 individuals. To access the recording visit [May 6th, 2025 | Port Commission Meeting](#).

CONSENT AGENDA

- A. Motion to approve minutes from April 15, 2025 Regular Scheduled Commission Meeting
- B. Motion to approve a three (3) year term for the Bellingham International Airport Advisory Committee (BIAAC) for Stephen Crooks (Urban Growth) and Jon Sibold (Environmental Interest)
- C. Motion authorizing Port of Bellingham Executive Director to execute documents required to close the recently approved \$100,000 loan between Egis Mobile Electric and the Port of Bellingham EDA RLF
- D. Motion to approve Resolution No. 1421 – Amendment to Port Management Agreement
- E. Motion to authorize the Executive Director to enter into an Inter-Agency Agreement with the Washington State Department of Natural Resources for 100% cost reimbursement for the Port to provide services to accept, demolish and dispose of vessels voluntarily surrendered to the State
- F. Motion to approve the Modification of Container Lease between the Port of Bellingham and Fountain Pyze, LLC doing business as Zeeks Pizza Bellingham
- G. Motion to approve and to execute the Consent to Assignment of Lease for Change of Ownership from Scheffer Holdings LLC to Pawsitive Dog Training School, LLC
- H. Motion to approve the Consent to Assignment of Lease for Transfer of a Portion of Company Unit Shares Change of Ownership, Bellwether Real Estate LLC
- I. Motion to approve a new member to the Marina Advisory Committee (MAC)

Discussion: None

Motion: Approve Consent Agenda Items A-I

Motion approved 3-0 Vote

PRESENTATION

- 1. The Small Business Development Center (CJ Seitz, Eric Grimstead and Liliana Deck) presented their 2024 Annual Report.
- 2. The Boardmill Group (Sean Hegstad and Michael Watters) presented their updated plan for property development on the waterfront. Brian Gouran commented on the next steps and informed the Commission there will be an updated report at a future meeting.
- 3. Stephanie Wiley presented a duck sculpture that is being donated by the Whatcom Community Foundation.
- 4. Tiffany DeSimone presented the Bellingham Shipping Terminal Communications Toolkit.

ACTION ITEMS:

- 1. Motion authorizing the Executive Director to execute Major Modification 2025-01 to the Interlocal Agreement for Facilities within the Waterfront District with the City of Bellingham.
 - a. Brian Gouran presented the agreement and outlined communication with the City of Bellingham.

Discussion: Commissioners questioned the park exchange with the City and voiced concerns regarding additional park space with no exchange of property that could be commercially developed. There was discussion on parking strategies and support for the skate park.

Motion approved 2-1 with Briscoe No Vote

2. Motion to approve the Settlement Agreement and Second Stockpile and Material Removal Agreement with Harcourt Developments Residential Bellingham LLC, Harcourt Developments Construction LLC, and Harcourt Bellingham LLC.
 - a. Holly Stafford presented the background and agreement.

Discussion: Comments regarding the development that came out of the agreement and looking forward to moving on to next steps.

Motion approved 3-0 Vote

PUBLIC COMMENTS

Commissioner Briscoe called for a second public comment period. No public comment.

OTHER BUSINESS

- Discussion regarding the Bellingham Airport Work Study and ready to move on to the waterfront.
- Discussion regarding Dr. Weber's research on lead and asked that it be presented to BIAAC and a report at a future Commission Meeting.
- Discussion regarding toll parking at the Waterfront and developing a revenue enhancing parking strategy.
- Reminder that Blessing of the Fleet in Bellingham is on Saturday, May 10th at 11:00 am.
- Discussion about Blaine Harbor and last year's Work Study. The Commission wants an additional meeting with the Mayor of Blaine and stakeholders and a report from staff on current work being done as well as next steps.
 - Staff confirmed this report would be presented at the June 3rd Commission Meeting.

COMMISSIONER BRISCOE ADJOURNED THE MEETING AT APPROXIMATELY 7:00 PM



President/Vice President



Secretary