

PORT OF BELLINGHAM

**MAC (MARINA ADVISORY COMMITTEE) MEETING
TUESDAY, NOVEMBER 12, 2013
SQUALICUM HARBOR OFFICE
BELLINGHAM, WASHINGTON**

Minutes

Committee Members Present:

Peter Border
Elizabeth Kilanowski
Jim Kyle
Ian Puchlik
Jerry Writer
Jim Young
Brian Pemberton
Doug Sterrett

Committee Members Absent:

Bill Douglas

Port Representatives Present:

Dan Stahl
Chris Tibbe
Andy Peterson
Pam Taft

Committee Members Excused:

Ron Kleinknecht
Gene Knutson

Visitors/Guests:

Craig Cooper

Roll Call

The meeting was called to order at 6:00 pm.

September 10, 2013 Minutes

The September 10, 2013 minutes were approved unanimously. The motion to approve the minutes was made by Jim Kyle and seconded by Jim Young.

Dockside Feedback

Jim Kyle mentioned that he had heard there was a steel plate on the roadway up in Blaine on Sigurdson Avenue that was making it more difficult to load crab at the processing facilities. Andy Peterson discussed this with Jim, mentioning that the appropriate staff was aware of the situation and working to correct it (this is being handled by the port's real estate department).

Elizabeth Kilanowski offered a thank you to Chris Tibbe for the dog signs and Chris's vigilance encouraging people to pick up after their pets. Elizabeth also registered a complaint about the bathrooms at gate 9 and that there was no toilet paper in any of the stalls. She thought that was unusual.

Jim Young offered a thank you to Port Staff for their work in helping the City of Bellingham in getting a fire boat grant. Dan recounted the recent good news where the City of Bellingham has been given a grant for a new fire boat to serve Bellingham. The grant is for \$750,000 with a \$250,000 local match. The Port will be responsible for half of that local match, or \$125,000. The Port has not decided how it will allocate that expense to internal divisions - This will be determined at a later date. Dan asked if there were any MAC members who were interested in giving feed back to the fire department as they work through their procurement process. Doug Sterrett offered to meet with the fire department at some future date if that was seen as helpful. All the MAC members expressed their appreciation for this positive news. This is definitely a good thing for the harbor and for our waterfront community.

Gate 3 Fire Line Update

Dan started this item with some background reminding the MAC of their earlier recommendation to fund the study of the pressure line from general marina funding as opposed to waiting for the multiparty boathouses to initiate this process. This was the recommendation from Bill Dodge that eventually was supported by the MAC and subsequently the Port Commission. Norm Gilbert, Port Engineer then reviewed the design process that was a combination of Port Staff, boathouse owners, outside engineering consultants and the Bellingham Fire Department (Jason Napier, Bellingham Fire Marshall). Norm reviewed three design options as well their respective cost estimates (the power point and cost estimates are attached to these minutes). This was an informal presentation with a lot of Q and A from the MAC on the various elements of the project including the cost estimates. At the end of the presentation Brian Pemberton asked the MAC for their ideas on moving forward. The MAC very quickly coalesced onto option three which met all of the technical requirements and costs less than the other options.

The timeline going forward with this consensus from the MAC would be for Norm to take this preliminary design and further refine it to bid specs for going out to a public works bid. Norm thought this action could go to the Commission in December for the allocation of final funding for the design work. After the permitting path is understood, the port would then bid the project, with the Commission awarding a public works bid later in 2014. Staff promised to keep the MAC apprised of this progress.

There then ensued a lively discussion about how those costs would be potentially allocated amongst marina users. After additional dialog it was agreed to start that discussion at a later meeting. This should give plenty of time for the MAC to deliberate on the cost ramifications to this project.

Multiparty Boathouse Insurance Requirements

Brian Pemberton gave background to the MAC on the progress the multiparty boathouse subcommittee has made in developing a fair, effective, and comprehensive policy to govern liability insurance requirements for boathouses in the Squalicum and Blaine harbors. He then went on to state that when the boathouse policy was adopted by the Port Commission in April 2013 it did not contain insurance requirements for the Multiparty Boathouse (MPBH) structures. This was based on the request of the MPBH owners and MAC's recommendation. Brian then turned the floor over to Pam Taft.

Pam reviewed with the MAC that when the policy was adopted, staff informed the Port Commission that they would return late in the fourth quarter of 2013 with a recommendation for the MPBH insurance requirements. This item is scheduled for the November 19, 2013 Commission meeting. Pam then pointed out that the policy being proposed to the MAC incorporates two changes based on requests from the MPBH owners. Pam discussed those changes as listed below:

Liability Insurance Coverage

Originally the MPBH liability insurance requirement was established at \$5 million. The MPBH owners asked that this requirement be removed and further research be done to determine the appropriate level of coverage. Staff discussed this issue with the Port's insurance broker and after a lengthy discussion the broker's recommendation was to establish the minimum liability coverage at a minimum \$3 million. This was based in part on the total costs to-date for the GE Boathouse fire.

January 15, 2014 deadline extension

The boathouse policy adopted in April 2013 gave MPBH owners until January 15, 2014, to provide their certificate of registration from the Washington Secretary of State establishing their legal entities and to obtain insurance on the boathouse structure. At the MPBH Open House held in September, and subsequent October MAC meeting the MPBH Owners expressed concern that they likely would not be able to meet the deadline of January 15, 2014. They requested additional time to finalize their legal entities and file with the state at which time would then be able to obtain insurance on the boathouse. Pam then went on to say that the final draft policy allows an extension of the deadline if certain conditions are met.

Pam then proceeded to highlight the components of the final draft policy. A copy of the MPBH policy is attached. After a lengthy discussion and a series of Q & A, Jim Young made a motion in support of the new MPBH insurance requirements and Jerry Writer seconded the motion. The vote was unanimous with Elizabeth Kilanowski abstaining.

Squalicum Work Dock Policy

Chris Tibbe, pointing at an aerial for Squalicum Harbor delineated the Squalicum work dock. This is a 52' dock in the SE corner of the outer harbor with power located SE of the gill net loading zone. Chris brought this to the attention to the MAC to make sure that there was a broad understanding of how this dock is used. It is available to all for the convenience of marine trade work or other work. The charge was \$0.25 per foot per day. It is typically on a first come first serve basis but can be reserved. Chris reminded tenants that they can get three free days there with a merchant voucher for marine trades work done in the harbor.

With there being no further business to the MAC we were adjourned at 8:10 p.m.