

Waterfront Futures Project

**ANNUAL REPORT
JANUARY – DECEMBER
2004**



Highlights of Waterfront Futures Project in 2004:

The Port of Bellingham (Port) and the City of Bellingham (City) appointed the Waterfront Futures Group (WFG) to take a fresh and independent look at Bellingham's waterfront. As co-sponsors, they each provided \$250,000 to fund the Waterfront Futures Project (Project). In January 2004, the Project entered Phase Four which is the focus of this Annual Report. *See [2003 Annual Report](#) for information on phases one, two and three.*

In the first quarter of 2004 the Futures Group met for a day-long retreat, sponsored an Interagency Environmental Workshop, and the Project Director issued a Request for Qualifications (RFQ) for public outreach, plan development and production.

In the second quarter of 2004, the WFG met in intensive work sessions with lead consultant PRR and held numerous public outreach events. In June they presented their draft Waterfront Vision, Framework Plan, and an Action Plan to the City Council and Port Commission for public review.

In the third quarter of 2004, WFG gathered public input on the draft recommendations and met to make final revisions to their draft documents.

In the final quarter of 2004, the Project Director worked with consultants, staff and the WFG to finalize the [Waterfront Vision and Framework Plan: Connecting Bellingham with the Bay](#) and the Final [Waterfront Action Plan](#).

Planning Award

A commitment to engaging the community throughout the process resulted in visually- engaging and award-winning (APA/PAW Physical Plans Honor Award) final products which represent the hopes and dreams of the people of Bellingham for their unique and beautiful waterfront. They did all of this while meeting project deadlines and maintaining a reserve.

Mission Accomplished

The Waterfront Futures Group adopted and carried out their mission to “lead a cooperative process that takes a fresh look at our waterfront and recognizes the diverse perspectives of our community” and “create a compelling vision for current and future generations and identify the steps to get us there.”

Scope of Work Completed

Phase One	Launching the Project	January to May 2003
Phase Two	Education, Analysis & Focused Work Groups	May to September 2003
Phase Three	Applying What We've Learned	October 2003 to January 2004
Phase Four	Creating a Recommended Draft Plan Finalize Plans; Plan Review and Adoption	January through June 2004 July through December 2004

Waterfront Futures Group Employed Nine Working Principles

1. Stay connected to our mission.
2. Use time efficiently, resources wisely, and stick to plans and deadlines.
3. Conclude meetings with a clear list of actions and responsibilities.
4. Conduct our work openly and engage the community throughout the process.
5. Use new and existing resources: local, national, and international.
6. Fully consider a broad range of waterfront uses and natural states.
7. Commit necessary resources of time, energy, and focus to identify, research, and thoroughly examine what we find.
8. Make the time for full discussion before reaching decisions and be certain we have a clear rationale for decisions.
9. Make decisions with the general public interest in mind.

Phase Four Products and Deliverables

Six major documents were produced during Phase Four:

Supporting Documents:

- **Final Environmental Workshop Report and Appendix** - March 2004
“Opportunities and Ideas for Habitat Restoration and Water Access on Urban Bellingham Bay”.
- **Waterfront Guide** - May 2004
Tri-fold pamphlet with sketches, historical photos, and descriptions highlighting the unique character of each “character area” on Bellingham’s waterfront.

Waterfront Futures Group Recommendations:

- **Waterfront Vision: Connecting Bellingham with the Bay**
Draft (May 8, 2004) and Final (June 24, 2004)
The document opens out to a large map describing and illustrating the six character areas along 11.5 miles of the Bellingham waterfront.
- **Waterfront Framework Plan**
Draft (June 8, 2004), Update (June 24, 2004)
Contains Graphics, Guiding Principles and Recommendations for the waterfront as a whole and for each of six character areas on the waterfront.
- **Waterfront Action Plan**
Draft (June 24, 2004), Final - December 2004
This plan identifies actions to take, priorities, possible funding sources, and timeframes for short-term waterfront projects.
- **Waterfront Vision and Framework Plan: Connecting Bellingham with the Bay**
Final - December 2004
Contains Final Recommendations of the Waterfront Futures Group.

Accomplishments of the Second Year

Waterfront Futures Group members supported by consultants, and project staff kept up an intensive work schedule in Phase Four. Completing their mission on time and under budget, they presented draft recommendations to the public, City Council, and Port Commission on June 24, 2004, reconvened in September 2004 and produced Final Recommendations in December 2004.

January, February, and March 2004

- Sponsored one-day Interagency Environmental Workshop in mid-January
 - As a result of this collaborative brainstorming session, a final report prepared by consultant Anchor Environmental LLC and Peter Hummel with assistance from Jim Johannessen and Chris Fairbanks outlined “*Opportunities and Ideas for Habitat Restoration and Water Access on Urban Bellingham Bay*”
- WFG retreat to brainstorm and summarize themes for draft recommendations. Consultant Dave Christensen of CDM prepared a “*Retreat Summary*”
- RFQ for a consultant team to assist and guide plan production and Public Outreach and Communication
- PRR consultant team selected to assist in plan preparation and public outreach during Phase Four

April, May, and June 2004

- Five work sessions to prepare and produce draft documents
- Four guest forums with over twenty guest speakers
- Public outreach on Draft Plan, including four open houses; three joint meetings with Port Commission and City Council; free public waterfront walks and boat tours in City Center and Fairhaven; presentations to community groups, stakeholders, and neighborhood associations; interviews with businesses and property owners; informational displays at public buildings and events
- Produced Draft and Final Waterfront Vision, Draft Framework Plan and Update, Draft Action Plan

July, August, and September 2004

- Gathered public comment on Draft Framework Plan and Draft Action Plan, reduced staff, and relocated office
- Prepared Project resources for City and Port
- Final meeting in late September to develop Final Recommendations

October, November, and December 2004

- Finalized public resource materials and Plan Appendix
- Produced Final Waterfront Vision and Framework Plan: Connecting Bellingham with the Bay and Final Action Plan
- Produced 2004 Annual Report

Phase Four Budget

The Project completed its task on time and under budget. Of the original \$500,000 allocated by the co-sponsors, about \$40,000 remained in reserve.

As with previous phases, the Phase Four budget was divided into four categories:

Salaries & Benefits

Office Setup & Meeting Support

Public Information & Materials and

Consultants & Plan Production

Phase four projections were revised from what was first presented in the Scope of Work in May 2003. Significant unexpended funds in Phase One, Two and Three allocated to the Consultant and Speaker category were applied towards extensive use of consultants in Phase Four.

Revised projections for Phase Four highlighted below:

- Consultant expenditures in Phase Four included:
 - \$200,000 for the PRR consultant team
 - \$39,300 for Environmental Workshop consultants, WFG Retreat facilitation, Jerry Ernst (DAT report), and Waterfront Center (final report and travel expenses)
- Salary and Benefits expenditures in Phase Four:
 - Expanded projections to cover additional staff work over the summer and fall and for preparation of Final Recommendations.

Phase Four – Creating a Recommended Draft Plan

WFG Presentations to City Council and Port Commission

April 7, 2004	Presentation of WFG Draft Vision Document
May 12, 2004	Presentation of Draft Waterfront Vision
June 24, 2004	Presentation of Final Vision, Draft Framework Plan, and Draft Action Plan

Work Sessions, Retreats, and Workshops

January 22, 2004	Interagency Environmental Workshop
January 31, 2004	WFG Retreat
April 23, 2004	Vision and Framework Plan Work Session
May 7, 2004	Implementation Work Session
May 14, 2004	Framework Plan and Action Plan Work Session
May 21, 2004	Action Plan Work Session
June 4, 2004	Final Recommendations Work Session
June 18, 2004	Final Work Session on Draft Vision, Framework, Action Plan
September 29, 2004	Implementation Issues and Review Public Comment Work Session

Guest Forums and Presentations

January 9, 2004	Beach Rehabilitation Presentation
January 23, 2004	Georgia Pacific and Collins Woerman Presentation
February 6, 2004	Transportation Planning Update; State Board of Natural Resources re: Harbor Areas and Waterways Presentation
February 20, 2004	Draft Environmental Workshop Report Presentation
March 12, 2004	Waterfront Economic Development Perspectives Panel Discussion
March 26, 2004	Coast Salish Perspectives Presentation
April 9, 2004	Port Marina Study and Phase Four Work Plan Presentation

Public Outreach Events

April through June, 2004	Displays at WWU Earth Day Celebration, Farmers Market, Ski to Sea Celebration, Dash for Dollars, Bellingham Centennial Celebration
May 8, 2004	Open House Waterfront Vision and Guiding Principles
May 12, 2004	Open House Waterfront Vision and Guiding Principles
May 15, 2004	Waterfront Boat Tours and Walks (all day free events)
June 8, 2004	Two Open Houses – Framework Plan and Action Plan

Media Publications and WFG Publications

May 8, 2004	Draft Waterfront Vision published and released
May 13, 2004	Bellingham Herald Insert of Waterfront Vision
May 20-27, 2004	Bellingham Weekly Insert of Waterfront Vision
June 5, 2004	Bellingham Herald Insert of Waterfront Plans
June 8, 2004	Draft Framework Plan Released
June 24, 2004	Final Waterfront Vision, Update to Draft Framework Plan, and Draft Action Plan Released

Waterfront Futures Project Acknowledgements – All Phases

- Waterfront Futures Group Members:** Art Anderson, Lydia Bennett, John Blethen, Jay Bornstein, Craig Cole (2003), Bob Edie, Darrell Hillaire, Steve Koch, John Macpherson, Lynne Masland, Ted Mischaikov, Ray Tryznka
- Planning Commission Liaisons:** Chris Morgan, Doug Starcher
- Project Staff:** Patricia Decker, Waterfront Futures Project Director
Allison Roberts, Administrative Assistant
- Port of Bellingham:**
- Executive - Jim Darling, Sue Conger, Mary Matyas, Carolyn Casey
 - Finance and Economic Development - John Carter, Andrea Bertollini, Dodd Snodgrass
 - Properties and Planning - Bill Hager
 - Marine Services - Stephan Jilk, Mike Endsley
 - Facilities - Fred Seeger, Susan French, Karen Callery
 - Environmental Services - Mike Stoner
 - Technical Assistance – Tim Cool
 - Events – Heidi Hertz, Ally Vincent, Alex Sands
- City of Bellingham:**
- Executive - Mayor Mark Asmundson, Janice Keller, Dick Little, Nicole Oliver, J Lynne Walker
 - Planning and Community Development - Jorge Vega, Greg Aucutt, Chris Behee, Kate Exall, Sheila Hardy, Chris Spens, Steve Sundin
 - Library - Julie Carterson, Gayle Helgoe, Marc Poulson
 - Finance - Therese Holm, Tammy Schoonover
 - Public Works - Dick McKinley, Clare Fogelsong, Clark Williams, Brent Baldwin
 - Museum - Tom Livesay, Jeff Jewell
 - Parks and Recreation - Paul Leuthold, Tim Wahl, Leslie Bryson
 - ITSD – Jim Baird, Patrick Lord, Cheryl Lord, Jackie Rimmer, Steven Niedermeyer, Daniel Meester
- Consultants Employed:**
- PRR Consultant Team – Marcia Wagoner, Jerry Ernst, Dennis Haskell, Susan H. Jones, Jeff Benesi, Michael Read, Dave Christensen, Robin Hoff, and Jaime Smith
 - Retreat, Meeting Planning and Facilitation – Resolution Services (Rob Kelley and Mary Dumas) and CDM (Dave Christensen)
 - Website Design – Andrew McGlone, Kevin Marshall
 - Information brochures, notices, ad text – Wordworks (Chris Berner)
 - Guest Presentation – H.M. Johnson & Associates (Howard Johnson)
 - Design Assistance Team Facilitation and Report – Jerry Ernst AIA
 - Consultant Visit & Report – Waterfront Center (Ann Breen, Dick Rigby)
- Other Service Providers:**
- Videotaping & production for guest forums – Vidsmith (Lars Kongshaug)
 - Videotape reproduction and airing – COB-EGTV (Jim Baird)
 - Printing Services and Supplies – Kinko’s, Copies Now, Applied Digital, Affordable Business Solutions
 - Public Meeting and Event Mailings – Automated Mailing Services
 - Project Assistance and Research – Jori Burnett, Stacey Fawell, Brian Wilmot
 - Catering – Sandwich Odyssey, Pacific Café, Food Pavilion, Fairhaven Market, Bagelry, Hotel Bellwether