

Waterfront Futures

Project Sponsors
City of Bellingham Port of Bellingham

Harbor Center Building 1801 Roeder Avenue Bellingham, WA 98225 360-676-2500 www.waterfrontfutures.org

March 16, 2004

Members of the Bellingham City Council and
Commissioners of the Port of Bellingham

Enclosed is the Waterfront Futures Project Annual Report summarizing progress over the last year. Our adopted Mission Statement includes the commitment to *"create a compelling vision for current and future generations"* as well as the commitment to *"identify the steps to get us there."* We are well on our way to drafting a Vision, Framework Plan and Action Plan. The Action Plan component will provide a focus for future action. At your April 7 joint meeting, we would particularly like to discuss implementation of the vision.

Implementation of the Vision

Futures Group members began discussing ways to reduce the lag time between plan adoption and implementation early in our process. In recent months, we have focussed in on the following key concepts:

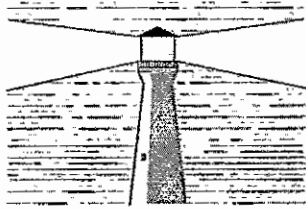
Forming a leadership entity. One possibility is the creation of a Public Development Authority or PDA. Tacoma's Foss Waterway Development Authority has met with considerable success using this approach.

Financing and timing for public improvements and infrastructure. There is a clear need for both public and private investment in our waterfront areas. Public sentiment during our work to date supports investment in public access and amenities and environmental restoration. Continuation of the transition from heavy industrial to a mixed-use pattern of development will require significant infrastructure investments, particularly in the City Center area.

Enacting a planning and zoning framework. Amendments to existing plans and programs, plan adoption, zone change approvals and other enabling legislation will be required to implement the community vision.

Much work remains, including work that can only be carried out by the City and Port. The City-Port partnership used on the Bay Pilot and Waterfront Futures projects provides an excellent foundation and model for on-going joint efforts. However, City and Port responsibilities extend far beyond the Bellingham waterfront and the focus on the Waterfront needs to be direct, sustained, creative and fluid. We ask the City and Port to consider a partnership or separate entity for this waterfront work, to oversee and facilitate the many and various projects that will be recommended, and to commit to making the decisions in a timely yet inclusive fashion.

Art Anderson and Lydia Bennett
On behalf of the members of the Waterfront Futures Group



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Waterfront Futures Project ANNUAL REPORT

January 2003
—
December 2003

**Submitted by Patricia Decker
Waterfront Futures Project Director**

Waterfront Futures Project Annual Report

(January through December 2003)

The **Waterfront Futures Project (Project)** is a waterfront visioning and master planning process jointly sponsored and funded by the City of Bellingham (City) and the Port of Bellingham (Port). The Port and City appointed a group of citizens, the **Waterfront Futures Group (Group)**, to take a fresh and independent look at Bellingham's marine waterfront area.

The Waterfront Futures Project Director and Administrative Assistant manage the project with assistance from other local, regional and state agencies, institutions and community groups, businesses and property owners and volunteers.

The Waterfront Futures Group is committed to involving and engaging the community in drafting a compelling waterfront vision and identifying the steps to reach that vision. In drafting that vision, the Group will consider and address the needs of present and future citizens.

Waterfront Futures Group Mission Statement

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

Waterfront Futures Group 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.

Waterfront Futures Group Scope of Work

Phase 1 - Launching the Project (January to May 2003)

Phase 2 - Education, Analysis & Focused Work Groups (May through September 2003)

Phase 3 - Applying What We've Learned, (October 2003 to January 2004)

Phase 4 - Creating a Recommended Draft Plan (January through May, 2004)



Accomplishments in the First Year

Assisted by the City and Port, the Waterfront Futures Project Director is a city employee, housed at the Port. Office set-up and administrative staff support occurred in the first two months. During this same period, the Waterfront Futures Group convened and elected a Chair and Vice-chair. Together with the Project Director they serve as the Waterfront Futures Executive Committee.

Waterfront Futures Group members developed and adopted a Mission and Working Principles to guide their work. The Group conducted a public "scoping" process. Public input in combination with a clear mission led to a defined scope of work, phasing schedule and project budget with budget allocations by phase. City Council and Port Commissioners approved the Waterfront Futures Scope of Work, Schedule and Budget at a joint meeting in May 2003.

Project staff conducted research into regional, national and inter-national waterfront areas. They combined this information with research into existing local conditions, programs and policies. The Group presented three Initial Findings Reports: Natural Systems and the Environment, Jobs and the Economy, and Character Uses and Design at a joint meeting of the City Council and Port Commission in September 2003.

The Group used the results of their research and the information gained from a dozen Guest Forums to define plan elements and objectives. Their recommended Elements of Successful Waterfront Communities will guide the recommended vision, framework plan and action plan.

Public information and outreach was accomplished in a number of ways, including:

- Set-up and on-going maintenance of a web-site, waterfrontfutures.org;
- Set-up and maintenance of Waterfront Futures Notebooks in libraries and community agencies to serve citizens wishing more than electronic access to materials;
- Set-up and maintenance of a mailing list and media notification list;
- Regularly scheduled and videotaped Guest Forums aired on the local educational and government television channel.
- Subarea meetings with citizens and interviews with businesses and property owners.

Project staff brought a variety of consultants, interns and experts into the process to study existing conditions and possibilities and report to the Group. Resulting reports include:

1. Jobs and Economy Waterfront Employment Survey, by intern Brian Wilmot;
2. Waterfront Center Report to the Citizens of Bellingham, by Ann Breen and Dick Rigby, co-directors of the Washington D.C. based Waterfront Center;
3. Bellingham's Waterfront, Where Past, Present and Future Come Together, An American Institute of Architects Design Assistance Team Report; and

Actual expenditures over the three phases were significantly below budget projections. Expenditures by category and phase varied from the projected budget. A revised budget for phase four reflects the experience of the first three phases.



Waterfront Futures Project Plan for 2004

Waterfront Futures Project work during 2004 focuses on creating and recommending a Waterfront Futures Vision, Framework Plan, and Action Plan (the Plan) and including an intensive public outreach process. The outline and schedule includes the following:

January and February 2004

- Waterfront Futures Group Retreat used to brainstorm and summarize direction and themes for the Plan. The Group Retreat was held in late January.
Consultant Christensen Design Management is preparing a Summary Report.
- Final Interagency Workshop Report produced. The Workshop was held January 22, 2004. Consultant Anchor Environmental LLC presented the Final Draft Report in late February.
A Final Report entitled "Opportunities and Ideas for Habitat Restoration and Water Access on Urban Bellingham Bay" will be completed in mid-March.
- Prepare and send Request for Qualifications (RFQ) for consulting assistance in preparing and producing the Plan and for assistance in Public Outreach and Communication.
The Waterfront Futures RFQ was prepared, mailed and advertised in late February.

March, April and May 2004

- Presentations and input to the Group on identified topics, including: economic development perspectives, waterfront employment information, Coast Salish perspectives, and Plan implementation ideas.
- Conduct review and selection process related to Waterfront Futures RFQ.
- Prepare and produce Draft Plan.
- Conduct extensive public outreach on Draft Plan.
- Prepare revisions to the Draft Plan and produce Recommended Plan.
- Recommend process elements for formal public review of the Recommended Plan, including the Vision, Framework Plan and Action Plan. Outline steps for City and Port review and adoption in 2004.

June 2004

- Publish and distribute Recommended Plan
- Hold joint meeting with City Council and Port Commission, including hand-off of the Recommended Plan from the Waterfront Futures Group to the City and Port
- Begin Recommended Plan formal public review and adoption process.



WFG Meetings, Public Meetings, and Guest Forums

Phase 1

January - April, 2003
February 7, 2003
March 1 & 5, 2003
March 7, 2003
April 11, 2003

Launching the Project (January – April 2003)

Meetings and Activities:

Regular WFG meetings every other Friday
Bus Tour – Little Squalicum and Squalicum areas
Scoping Sessions Public Meetings
Bus Tour - G-P, Boulevard, and Fairhaven areas
WFG Retreat

Phase 2

May 5, 2003
May – July, 2003
May – Sept., 2003
May & June, 2003
July & August, 2003

Education and Analysis (May – August 2003)

Meetings and Activities:

1st WFG Rpt: City Council and Port Commission (Mission & Scope)
Walking the Waterfront - weekly walks
Work Group meetings
Regular WFG meetings every other Friday
Regular WFG meetings once a month

Guest Forums and Presentations:

May 27, 2003
May 30, 2003
June 10, 2003
June 18, 2003
July 30, 2003
August 8, 2003
August 20, 2003

Shoreline Presentation
Harbor Planning Presentation
Marine Cargo and Shipping Logistics
Bellingham Bay Boat Tour
Bellingham Bay Pilot Project Presentation
Everett's North Marina Redevelopment Presentation
Fisheries and the Seafood Industry Presentation

Phase 3

September 29, 2003
September – December 2003
September – December 2003
October 1, 8, 15, 2003

Applying it to Bellingham (September – December 2003)

Meetings and Activities:

2nd WFG Rpt: City Council and Port Commission (Initial Findings)
Business and Property Owner Interviews
Regular WFG meetings every other Friday
Subarea Public Meetings

Guest Forums and Presentations:

September 26, 2003
October 24, 2003
November 6, 2003
November 7, 2003
November 7-9, 2003
December 5, 2003

Foss Waterway Development Authority (Tacoma)
Georgia Pacific Presentation
Public Presentation "Urban Waterfronts"- The Waterfront Center
Waterfront Center Presentation to WFG
AIA Design Assistance Team (DAT) Open House
AIA Design Assistance Team (DAT) Public Presentation
Beach Rehabilitation Presentation



Waterfront Futures Project Contact List – Phases 1, 2, 3

Waterfront Futures Group Members: Art Anderson, Lydia Bennett, John Blethen, Jay Bornstein, Bob Edie (Lynne Masland), Darrell Hillaire, Steve Koch, John Macpherson, Ted Mischaikov, Ray Tryznka

Planning Commission Liaisons: Chris Morgan, Doug Starcher

Waterfront Futures Project Staff: Patricia Decker, Allison Roberts

Port of Bellingham: Executive - Jim Darling, Sue Conger, Carolyn Casey
Finance and Economic Development - John Carter, Andrea Bertollini
Properties and Planning - Bill Hager
Marine Services - Stephan Jilk
Facilities - Fred Seeger, Susan French, Karen Callery
Environmental Services - Mike Stoner

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 Fogelson, Clark Williams, Brent Baldwin
Museum - Tom Livesay, Jeff Jewell
Parks and Recreation - Paul Leuthold, Tim Wahl
ITSD – James Baird, Patrick Lord, Cheryl Lord, Jackie Rimmer, Daniel Niedermeyer, Daniel Meester

Consultants Employed:

- Retreat, Meeting Planning and Facilitation – Resolution Services (Rob Kelley, Mary Dumas)
- Website Design – Andrew McGlone, Kevin Marshall
- Information brochures, notices, ad text – Wordworks (Chris Berner)
- Presentation Fee – H.M. Johnson & Associates (Howard Johnson)
- Design Assistance Team Facilitation and Report – Jerry Ernst AIA
- Consultation, Visit, and Report – Waterfront Center (Ann Breen, Dick Rigby)

Other Service Providers:

- Videotaping and production for guest forums – Vidsmith
- Printing Services and Supplies – Kinkos, Copies Now, Applied Digital
- Mailings for Public Meetings and Special Events – Automated Mailing Services
- DAT Project Assistance – Jori Burnett
- Public Input Summaries and Railroad Research – Stacey Fawell
- Catering – Sandwich Odyssey, Pacific Café, Food Pavilion, Fairhaven Market, Bagelry



Waterfront Futures Project Budget by Phase for Phases 1, 2, 3, and 4

PHASE 1 (3 months)	SALARIES & BENEFITS	OFFICE SETUP & MTG SUPPORT	PUBLIC INFO - MATERIALS	CONSULTANTS - SPEAKERS	TOTALS	STARTING BALANCE/ENDING BALANCE by phase
Projected	17,468.00	3,566.00	1,180.00	4,900.00	27,114.00	\$500,000.00
Actual	17,473.71	3,166.68	2,144.18	4,900.00	27,684.57	\$27,684.57
Difference	(5.71)	399.32	(964.18)	0.00	(570.57)	(remaining balance)
Total Spent to Date	17,473.71	3,166.68	2,144.18	4,900.00	27,684.57	\$472,315.43
PHASE 2 (4 months)	SALARIES & BENEFITS	OFFICE SETUP & MTG SUPPORT	PUBLIC INFO - MATERIALS	CONSULTANTS - SPEAKERS	TOTALS	STARTING BALANCE/ENDING BALANCE by phase
Projected	24,592.00	1,570.00	2,000.00	95,713.00	123,875.00	\$436,186.20
Actual	27,088.85	711.48	6,244.30	2,084.60	36,129.23	(remaining balance)
Difference	(2,496.85)	858.52	(4,244.30)	93,628.40	87,745.77	\$472,315.43
Difference to Date	(2,502.56)	1,257.84	(5,208.48)	93,628.40	87,175.20	\$36,129.23
Total Spent to Date	44,562.56	3,878.16	8,388.48	6,984.60	63,813.80	\$436,186.20
PHASE 3 (4 months)	SALARIES & BENEFITS	OFFICE SETUP & MTG SUPPORT	PUBLIC INFO - MATERIALS	CONSULTANTS - SPEAKERS	TOTALS	STARTING BALANCE/ENDING BALANCE by phase
Projected	24,612.00	1,650.00	5,000.00	92,613.00	123,875.00	\$436,186.20
Actual	26,716.49	2,686.29	11,983.13	28,821.11	70,207.02	(remaining balance)
Difference	(2,104.49)	(1,036.29)	(6,983.13)	63,791.89	53,667.98	\$70,207.02
Difference to Date	(4,807.05)	221.55	(12,191.61)	157,420.29	140,843.18	\$365,979.18
Total Spent to Date	71,279.05	6,564.45	20,371.61	35,805.71	134,020.82	\$365,979.18

Phases 1-3 Total Spent to Date
Remaining balance

PHASE 4 (5 months)	SALARIES & BENEFITS	OFFICE SETUP & MTG SUPPORT	PUBLIC INFO - MATERIALS	CONSULTANTS & PLAN PRODUCTION	TOTALS	STARTING BALANCE/ENDING BALANCE by phase
Original Projection (5/5/03)	31,164.00	2,050.00	10,946.00	153,181.00	197,341.00	\$365,979.18
Revised Projection (3/3/04)	33,550.00	2,650.00	15,000.00	150,000.00	201,200.00	\$201,200.00
						(remaining balance)
						\$164,779.18

Projected Balance Remaining after Phase 4