



City of Bellingham City Council Regular Meeting Agenda

01/04/2017, 1:00 PM

Mayor Kelli Linville
Council Members April Barker, Gene Knutson, Daniel Hammill, Pinky Vargas, Terry Bornemann, Michael Lilliquist and Roxanne Murphy

Contact: (360) 778-8200, ccmail@cob.org
www.cob.org/council

This meeting will be held in the **Mayor's Board Room** on the Second Floor of City Hall, 210 Lottie Street.

Call to Order

21461 1. 2017 City Council Reorganization

p. 1

Adjournment

Agenda Information:

Council Committee and Regular Meeting agendas and agenda packets, which contain the supporting documentation for agenda items, are available to the public Wednesday afternoon prior to the meeting. They are posted at www.cob.org/meetings. A hard copy of the agenda packet is available for review from the reference desk at the Central Library or the Finance office at City Hall.

This meeting will be audio recorded.

Accessibility:

The Mayor's Board Room is fully accessible. Elevator access to the second floor is available at City Hall's west entrance. For additional accommodations, contact the Legislative Assistant at 778-8200 in advance of the meeting. Thank you.

**Next City Council Meeting
01/09/2017**

Deadline to submit material for the public hearing for inclusion in the published agenda packet is 10:00 a.m. on Wednesday prior to the meeting.



City Council Agenda Bill

21461

Bill Number

Subject: 2017 Council Reorganization

Summary Statement: Executing the Following Procedures:

- Nomination of Officers
- Appointments to Committees
- Other Committee Assignments

Previous Council Action: 2016 Council Reorganization

Fiscal Impact: None

Funding Source: n/a

Attachments: Reorganization Packet

Meeting Activity	Meeting Date	Staff Recommendation	Presented By	Time
Annual Reorganization Meeting	1/4/2017	Vote to recommend appointments	Pinky Vargas, Council President	10 minutes

Recommended Motion: .

Council Committee:

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Agenda Bill Contact:

Marie Marchand, Legislative Assistant, 778-8202

Council Action:

Reviewed By	Department	Date
<i>Marie M. Marchand</i>	City Council	12/27/2016
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BELLINGHAM CITY COUNCIL

210 Lottie Street, Bellingham, Washington 98225

Telephone (360) 778-8200 Fax (360)778-8101

Email: ccmil@cob.org Website: www.cob.org

2017 COUNCIL MEMBERS LIST

<u>WARD</u>	<u>NAME AND ADDRESS</u>	<u>TERM</u>
1st	APRIL BARKER 210 Lottie Street Bellingham, WA 98225 360-325-5128 abarker@cob.org	1/16 – 12/19
2nd	GENE KNUTSON 3035 Barkley Grove LP Bellingham, WA 98226 360-734-4686 gknutson@cob.org	1/14 – 12/17
3rd	DANIEL HAMMILL 210 Lottie Street Bellingham, WA 98225 360-778-8213 dchammill@cob.org	1/16 - 12/19
4th	PINKY VARGAS 210 Lottie Street Bellingham, WA 98225 360-778-8210 ptvargas@cob.org	1/14 – 12/17
5th	TERRY BORNEMANN 903 Mason Bellingham, WA 98225 360-305-0606 tbornemann@cob.org	1/16 - 12/19
6th	MICHAEL LILLIQUIST 1134 Finnegan Way, #303 Bellingham, WA 98225 360-778-8212 mlilliquist@cob.org	1/14 – 12/17
AT LARGE	ROXANNE MURPHY 210 Lottie Street Bellingham, WA 98225 360-778-8211 rjmurphy@cob.org	1/16 - 12/17

COUNCIL PRESIDENT:

COUNCIL PRESIDENT PRO TEMPORE:

MAYOR PRO TEMPORE:

“We are working today so future generations will benefit from...”

Clean, Safe Drinking Water

- Protect & improve drinking water sources
- Limit development in Lake Whatcom watershed
- Use efficient, ecological treatment techniques
- Maintain reliable distribution system
- Promote water conservation

Healthy Environment

- Protect & improve the health of lakes, streams & bay
- Protect & restore ecological functions & habitat
- Reduce contributions to climate change
- Conserve natural & consumable resources

Vibrant Sustainable Economy

- Support a thriving local economy across all sectors
- Promote inter-dependence of environmental, economic & social interests
- Create conditions that encourage public & private investment
- Foster vibrant downtown & other commercial centers
- Preserve farmland & the agricultural economy

Sense of Place

- Support sense of place in neighborhoods
- Encourage development within existing infrastructure
- Preserve historic & cultural resources
- Protect natural green settings & access to open space
- Support people-to-people connections

Safe & Prepared Community

- Prevent and respond to emergencies
- Prevent and respond to crime
- Ensure safe infrastructure
- Increase community readiness and resilience

Mobility & Connectivity Options

- Provide safe, well-connected mobility options for all users
- Maintain & improve streets, trails & other infrastructure
- Limit sprawl
- Increase infrastructure for bicycles, pedestrians & non-single-occupancy vehicle modes of transportation
- Reduce dependence on single-occupancy vehicles

Access to Quality of Life Amenities

- Maintain & enhance publicly owned assets
- Foster arts, culture & lifelong learning
- Provide recreation & enrichment opportunities for all ages & abilities
- Ensure convenient access to & availability of parks & trails citywide

Quality, Responsive City Services

- Deliver efficient, effective & accountable municipal services
- Use transparent processes & involve stakeholders in decisions
- Provide access to accurate information
- Recruit, retain & support quality employees

Equity & Social Justice

- Provide access to problem-solving resources
- Support safe, affordable housing
- Increase living wage employment
- Support services for lower-income residents
- Cultivate respect & appreciation for diversity

Legacies and Strategic Commitments

Adopted by Bellingham City Council
July 13, 2009



Yearly Calendar 2017

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
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26	27	28				

March						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June						
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11	12	13	14	15	16	17
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25	26	27	28	29	30	

July						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
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27	28	29	30	31		

September						
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24	25	26	27	28	29	30

October						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December						
S	M	T	W	T	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

-  Reorganization
-  Council Meetings
-  Packet Prep
-  Hold for Budget
-  Holidays
-  BSD Spring Break
-  AWC CLAC
-  AWC Conf in Vancouver

RESOLUTION NO. 2016-27

A RESOLUTION FIXING THE TIMES AND DATES OF THE 2017 REGULAR MEETINGS OF THE BELLINGHAM CITY COUNCIL BEGINNING JANUARY 4, 2017

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLINGHAM that the times for holding regular meetings of the City Council for the City of Bellingham beginning January 9, 2017, are hereby fixed at seven o'clock p.m., on each of the following days, except for the meeting on January 4, which will be at one o'clock p.m.:

2017

January 4, Reorganization 1:00 PM;
9 and 23
February 13 and 27
March 13 and 27
April 10 and 24
May 8 and 22
June 5 and 19
July 10 and 24
August 7 and 14
September 11 and 25
October 9 and 23
November 6 and 13
December 4 and 11

2018

January 8, Reorganization

BE IT FURTHER RESOLVED that nothing in this resolution shall be construed as preventing the calling of a special meeting of the City Council at any time as provided by the Charter of the City of Bellingham and the laws of the State of Washington.

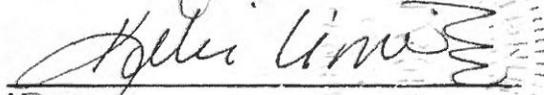
PASSED by the Council this 7th day of November, 2016.

Bellingham City Council
210 Lottie Street
Bellingham, Washington 98225
360-778-8200

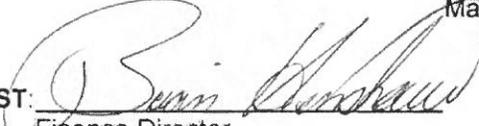


Council President

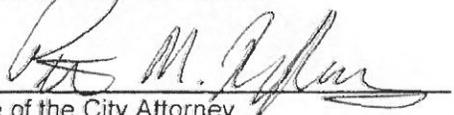
APPROVED by me this 15th day of November, 2016.



Mayor

ATTEST: 

Finance Director

APPROVED AS TO FORM:


Office of the City Attorney

Bellingham City Council
210 Lottie Street
Bellingham, Washington 98225
360-778-8200

CITY COUNCIL FINANCE AND PERSONNEL COMMITTEE

CHARGE:

This committee shall initiate or review all matters to be brought before the City Council for action that relate to city revenues, investments, budget and finance, and personnel matters.

MEMBERS:

2003: Ryan (Chair), Grant Deger, Barbara Ryan
2004: Grant Deger (Chair), Ryan, Gene Knutson
2005: Barbara Ryan (Chair), Terry Bornemann, Ryan
2006: Bob Ryan (Chair), Terry Bornemann, Joan Beardsley
2007: Gene Knutson (Chair), John Watts, Barbara Ryan
2008: Gene Knutson (Chair), Stan Snapp, Louise Bjornson
2009: Gene Knutson (Chair), Stan Snapp, Louise Bjornson
2010: Stan Snapp (Chair), Barry Buchanan, Michael Lilliquist
2011: Michael Lilliquist (Chair), Barry Buchanan, Seth Fleetwood
2012: Michael Lilliquist (Chair), Cathy Lehman, Stan Snapp
2013: Michael Lilliquist (Chair), Stan Snapp, Gene Knutson
2014: Michael Lilliquist (Chair), Terry Bornemann, Gene Knutson
2015: Pinky Vargas (Chair), Michael Lilliquist, Dan Hammill
2016: Roxanne Murphy (Chair), Michael Lilliquist, Dan Hammill

FREQUENCY OF MEETINGS (including special worksessions):

2003: 25 meetings
2004: 27 meetings
2005: 28 meetings
2006: 24 meetings
2007: 22 meetings
2008: 16 meetings
2009: 17 meetings
2010: 22 meetings
2011: 17 meetings
2012: 15 meetings
2013: 13 meetings
2014: 12 meetings
2015: 11 meetings
2016: 7 meetings

DUTIES OTHER THAN ATTENDANCE:

- Committee members are ex officio members of the Joint City/County Finance Committee.
- The Joint Finance Committee meets on an as-needed basis and can be called by either City or County Finance Committee Chair upon agreement as to topic, date and time.

The chair of the City's Finance Committee is also an ex officio member of:

1. The Ambulance Advisory Board
2. The Joint City/County Emergency Medical Governing Board
3. The Firefighters' Pension Board

CITY COUNCIL LAKE WHATCOM RESERVOIR & NATURAL RESOURCES COMMITTEE

CHARGE:

The City Council Lake Whatcom Reservoir & Natural Resources standing committee members are also members of the City/County/Water District No. 10 Joint Watershed Committee called on an “as-needed” basis to work toward establishing goals for preservation and effective management of the Lake Whatcom watershed.

MEMBERS:

2003: Barbara Ryan (Chair), Gene Knutson, Louise Bjornson
2004: Barbara Ryan (Chair), Gene Knutson, Terry Bornemann
2005: Gene Knutson (Chair), John Watts, Terry Bornemann
2006: Barbara Ryan (Chair), Joan Beardsley, Terry Bornemann
2007: Barbara Ryan (Chair), Terry Bornemann, Joan Beardsley/Don Gischer/Stan Snapp
2008: Stan Snapp (Chair), Gene Knutson, Barry Buchanan
2009: Stan Snapp (Chair), Gene Knutson, Barbara Ryan
2010: Michael Lilliquist (Chair), Stan Snapp, Barry Buchanan, Seth Fleetwood
2011: Seth Fleetwood (Chair), Michael Lilliquist, Barry Buchanan, Gene Knutson
2012: Seth Fleetwood (Chair), Michael Lilliquist, Stan Snapp, Cathy Lehman
2013: Cathy Lehman (Chair), Stan Snapp, Michael Lilliquist
2014: Pinky Vargas (Chair), Roxanne Murphy, Terry Bornemann
2015: Dan Hammill (Chair), Pinky Vargas, Jack Weiss
2016: Dan Hammill (Chair), Terry Bornemann, Gene Knutson

FREQUENCY OF MEETINGS:

2003: 2 meetings
2004: 9 meetings
2005: 11 meetings
2006: 1 meeting
2007: 4 meetings
2008: 10 meetings
2009: 9 meetings
2010: 9 meetings
2011: 16 meetings
2012: 13 meetings
2013: 14 meetings
2014: 11 meetings
2015: 12 meetings
2016: 10 meetings

OTHER DUTIES:

The Committee Chair and one other member serve on the Lake Whatcom Policy Group Subcommittee which meets monthly at various locations. This subcommittee is formed for the purpose of discussing Lake Whatcom Reservoir and watershed policy issues with County Council and LWWSO representatives and to report back to the full City Council

CITY COUNCIL PARKS AND RECREATION COMMITTEE

CHARGE:

This committee shall initiate or review all matters to be brought before the City Council for action that relate to the expenditure of current budget allocations within the organizational purview of the Director of Parks and Recreation.

MEMBERS:

2003: Grant Deger (Chair), Gene Knutson, Louise Bjornson
2004: Gene Knutson (Chair), Grant Deger, Louise Bjornson
2005: John Watts (Chair), Gene Knutson Louise Bjornson
2006: John Watts (Chair), Louise Bjornson, Terry Bornemann
2007: Terry Bornemann (Chair), Louise Bjornson, Barbara Ryan
2008: Louise Bjornson (Chair), Jack Weiss, Stan Snapp
2009: Barbara Ryan (Chair), Louise Bjornson, Terry Bornemann
2010: Seth Fleetwood (Chair), Stan Snapp, Terry Bornemann
2011: Gene Knutson (Chair), Terry Bornemann, Louise Bjornson
2011: Gene Knutson (Chair), Terry Bornemann, Seth Fleetwood
2012: Seth Fleetwood (Chair), Stan Snapp, Jack Weiss
2013: Gene Knutson (Chair), Stan Snapp, Terry Bornemann
2014: Roxanne Murphy (Chair), Pinky Vargas, Jack Weiss
2015: Roxanne Murphy (Chair), Terry Bornemann, Jack Weiss
2016: Michael Lilliquist (Chair), Roxanne Murphy, April Barker

FREQUENCY OF MEETINGS:

2003: 9 meetings
2004: 5 meetings
2005: 13 meetings
2006: 12 meetings
2007: 10 meetings
2008: 14 meetings
2009: 10 meetings
2010: 12 meetings
2011: 10 meetings
2012: 5 meetings
2013: 15 meetings
2014: 11 meetings
2015: 9 meetings
2016: 8 meetings

DUTIES OTHER THAN ATTENDANCE:

Committee members are ex officio members of Parks and Recreation Advisory Board.

CITY COUNCIL PLANNING COMMITTEE

CHARGE:

This committee shall initiate or review all matters to be brought before the City Council that relate to city planning and land use.

MEMBERS:

2014: Jack Weiss (Chair), Gene Knutson, Roxanne Murphy

2015: Jack Weiss (Chair), Dan Hammill, Terry Bornemann

2016: Gene Knutson (Chair), Dan Hammill, April Barker

FREQUENCY OF MEETINGS:

2014: 11 meetings

2015: 13 meetings

Note: Prior to 2014, the Planning Committee and the Community and Economic Development Committee were combined, so there is limited information available regarding each new committee. The following is the PCD committee's previous members and meeting frequency for reference:

MEMBERS:

2003: Louise Bjornson (Chair), Bob Ryan, John Watts, Grant Deger

2004: Louise Bjornson (Chair), Bob Ryan, Grant Deger, Barbara Ryan

2005: John Watts (Chair), Bob Ryan, Louise Bjornson, Barbara Ryan

2006: Beardsley (Chair), Barbara Ryan, John Watts, Louise Bjornson

2007: Barbara Ryan (Chair), Louise Bjornson, John Watts, Joan Beardsley/Don Gischer/Stan Snapp

2008: Terry Bornemann (Chair), Jack Weiss, Barry Buchanan, Louise Bjornson

2009: Terry Bornemann (Chair), Jack Weiss, Barbara Ryan, Louise Bjornson

2010: Terry Bornemann (Chair), Michael Lilliquist, Seth Fleetwood, Jack Weiss

2011: Jack Weiss (Chair), Michael Lilliquist, Gene Knutson, Seth Fleetwood

2012: Jack Weiss (Chair), Michael Lilliquist, Cathy Lehman, Seth Fleetwood

2013: Jack Weiss (Chair), Michael Lilliquist, Gene Knutson

FREQUENCY OF MEETINGS:

2003: 18 meetings

2004: 8 meetings

2005: 19 meetings

2006: 19 meetings

2007: 15 meetings

2008: 21 meetings

2009: 23 meetings

2010: 19 meetings

2011: 13 meetings
2012: 21 meetings
2013: 16 meetings
2014: 11 meetings
2015: 14 meetings
2016: 5 meetings

CITY COUNCIL PUBLIC WORKS/PUBLIC SAFETY COMMITTEE

CHARGE:

This committee shall initiate or review all matters to be brought before the City Council for action that relates to the expenditure or current budget allocations within the organizational purview of the Police Department and Fire Department for Council action relating to the protection of person or property (including consumer fraud protection), and for animal control and ambulance.

This committee shall also initiate or review all matters to be brought before the City Council for action that relates to the expenditure or current budget allocations within the organizational purview of the Director of Public Works, as well as matters of appeal of Public Works Department Policy.

MEMBERS:

2004: Barbara Ryan (Chair), Terry Bornemann, Louise Bjornson
2005: Louise Bjornson (Chair), Barbara Ryan, Terry Bornemann
2006: Louise Bjornson (Chair), Barbara Ryan, Bob Ryan
2007: Louise Bjornson (Chair), John Watts, Gene Knutson
2008: Barry Buchanan (Chair), Stan Snapp, Louise Bjornson
2009: Louise Bjornson (Chair), Stan Snapp, Gene Knutson
2010: Barry Buchanan (Chair), Jack Weiss, Stan Snapp
2011: Barry Buchanan (Chair), Gene Knutson, Jack Weiss
2012: Stan Snapp (Chair), Seth Fleetwood; Gene Knutson
2013: Stan Snapp (Chair), Terry Bornemann, Gene Knutson
2014: Terry Bornemann (Chair), Michael Lilliquist, Jack Weiss
2015: Terry Bornemann (Chair), Michael Lilliquist, Roxanne Murphy
2016: Terry Bornemann (Chair), Gene Knutson, Roxanne Murphy

FREQUENCY OF MEETINGS

2009: 20 meetings
2010: 22 meetings
2011: 19 meetings
2012: 17 meetings
2013: 20 meetings
2014: 22 meetings
2015: 22 meetings
2016: 14 meetings

OTHER DUTIES:

Committee Members are ex officio of:

1. The Joint City Council Public Works Committee/Whatcom County Council Planning Committee; and
2. The Joint City Council Public Safety Committee/Whatcom County Council Public Services Committee. Either the city or county chair can call a joint meeting upon agreement of topic, time and date of meeting.

3. The Chair of Committee is also an ex officio member of the:
 - a) Ambulance Advisory Board
 - b) City/County Emergency Medical Governing Board
 - c) WHAT-COMM Communications Administrative Board (911)

CITY COUNCIL COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

CHARGE:

This committee shall initiate or review all matters to be brought before the City Council that relate to community and economic development.

MEMBERS:

2014: Gene Knutson (Chair), Michael Lilliquist, Pinky Vargas
2015: Michael Lilliquist (Chair), Pinky Vargas, Roxanne Murphy
2016: April Barker (Chair), Michael Lilliquist, Terry Bornemann

FREQUENCY OF MEETINGS:

2014: 4 meetings
2015: 16 meetings
2016: 5 meetings

DUTIES OTHER THAN ATTENDANCE:

N/A

COMMITTEE OF THE WHOLE

CHARGE:

This committee shall preview all matters brought before the City Council which may be extraordinarily complex or controversial or not appropriate for any other standing committee. This committee hears Old/New Business and also holds Council Retreats and Budget Worksessions.

MEMBERS:

All. The Council President serves as Chair.

FREQUENCY OF MEETINGS

2010: 32 meetings

2011: 31 meetings

2012: 44 meetings

2013: 34 meetings

2014: 31 meetings

2015: 27 meetings

2016: 24 meetings (plus seven *Special Meetings* of the Committee of the Whole)

2016 COUNCIL COMMITTEE AND OTHER ASSIGNMENTS

Council President: Pinky Vargas
President Pro Tempore: Roxanne Murphy
Mayor Pro Tempore: Terry Bornemann

Finance & Personnel Committee

Chair Roxanne Murphy
Michael Lilliquist
Dan Hammill

Lake Whatcom/Natural Resources

Chair Dan Hammill
Terry Bornemann
Gene Knutson

Parks and Recreation

Chair Michael Lilliquist
Roxanne Murphy
April Barker

Planning

Chair Gene Knutson
Dan Hammill
April Barker

Public Works/Public Safety

Chair Terry Bornemann
Gene Knutson
Roxanne Murphy

Community and Economic Development

Chair April Barker
Michael Lilliquist
Terry Bornemann

OTHER ASSIGNMENTS

Airport Advisory	April
B'ham School District	April
Bham/What Tourism Bd	Pinky
Chamber of Commerce	Michael
COG	Terry & Michael
Downtown B'ham Partnership	Dan
EMS Oversight Board	Terry
Fire Pension	Roxanne
Incarceration Prevention	Dan
Lake Whatcom Policy Group	Dan & Gene
Library Board	April
Mt. Baker Theater	Michael
Museum Society	Roxanne
Open Space	Planning Committee
Opportunity Council	April
Parks & Recreation Board	Parks Committee
Police Pension	Pinky
Port Marina Advisory	Gene
Sister Cities	Gene
Sustainable Connections	Dan
Tourism Com- Allocation	Pinky
What-Comm 911 Admin	Terry
WTA Board	Michael & Roxanne

2017 BELLINGHAM CITY COUNCIL COMMITTEES AND OTHER ASSIGNMENTS

Council President:

Mayor Pro Tempore:

Council President Pro Tempore:

City Council Committees (Number of Positions)	1st Ward April Barker	2nd Ward Gene Knutson	3rd Ward Daniel Hammill	4th Ward Pinky Vargas	5th Ward Terry Bornemann	6th Ward Michael Lilliquist	At Large Roxanne Murphy
Finance & Personnel (3)							
Lake Whatcom Reservoir & NR Committee (3)							
Parks & Recreation (3)							
Planning (3)							
Public Works/Public Safety (3)							
Community and Economic Development (3)							
Committee of the Whole (7)	X	X	X	X	X	X	X
<u>Other Council Assignments</u>							
Bellingham Int'l Airport Advisory Committee (1)							
Bellingham School District (1)							
Bellingham/Whatcom County Tourism Bureau (1)							
Council of Governments (2)							
Downtown Bellingham Partnership (2)							
Emergency Medical/Ambulance - Joint City/County	FINANCE COMMITTEE CHAIR & PUBLIC WORKS/PUBLIC SAFETY COMMITTEE CHAIR						
Firefighters Pension Board	FINANCE COMMITTEE CHAIR						
Incarceration Prevention Task Force							
Library Board of Trustees (1)							
Marine Resources Committee							
Mt. Baker Theatre Board (1)							
Museum Society Liaison	PRESIDENT PRO TEMPORE OR DELEGATE						
Open Space Committee - Joint City/County	PLANNING COMMITTEE MEMBERS						
Opportunity Council (1)							
Parks & Recreation Advisory Board	PARKS & RECREATION COMMITTEE MEMBERS						
Police Pension Board	COUNCIL PRESIDENT/PRESIDENT PRO TEMPORE						
Port Marina Advisory Committee (1)							
Sister Cities Advisory Board (1)							
Sustainable Connections (1)							
Tourism Commission Allocation Sub-Committee	FINANCE COMMITTEE CHAIR OR DELEGATE						
WHAT-COMM/Prospect Comm. 911 Admin Board	PUBLIC WORKS/PUBLIC SAFETY COMMITTEE CHAIR						
WHAT-COMM Comm. Admin Board (1)							
Whatcom Transportation Authority (2)							

CITY COUNCIL REORGANIZATION: JANUARY 4, 2017

COUNCIL PRESIDENT: _____

**COUNCIL PRESIDENT
PRO TEMPORE:** _____

MAYOR PRO TEMPORE: _____

COMMITTEE ASSIGNMENTS

- | | |
|--|----------------------------------|
| 1. <u>Finance & Personnel</u> (Elect 3)
Chair: _____ | 1. _____
2. _____
3. _____ |
| 2. <u>Lake Whatcom Reservoir</u> (Elect 3)
Chair: _____ | 1. _____
2. _____
3. _____ |
| 3. <u>Parks & Recreation</u> (Elect 3)
Chair: _____ | 1. _____
2. _____
3. _____ |
| 4. <u>Planning</u> (Elect 3)
Chair: _____ | 1. _____
2. _____
3. _____ |
| 5. <u>Public Works / Public Safety</u> (Elect 3)
Chair: _____ | 1. _____
2. _____
3. _____ |
| 6. <u>Community and Economic Development</u> (Elect 3)
Chair: _____ | 1. _____
2. _____
3. _____ |

EX-OFFICIO AND OTHER COUNCIL ASSIGNMENTS

- | | |
|---|----------|
| 1. <u>Bellingham International Airport Advisory Committee</u> (Elect 1) | 1. _____ |
| 2. <u>Bellingham School District</u> (Elect 1) | 1. _____ |

3. Bellingham/Whatcom Tourism Bureau (Elect 1) 1. _____
4. Council of Governments (Elect 2) Full Council, Exec Board, Transportation Policy Board 1. _____
Full Council Only 2. _____
5. Downtown Bellingham Partnership (Elect 1) 1. _____
6. EMS Oversight Board– (Joint City/County) 1. _____
(Public Works/Public Safety Committee Chair)
7. Firefighters Pension Board – (Finance Committee Chair) 1. _____
8. Incarceration Prevention & Reduction Task Force (Elect 1) 1. _____
9. Library Board of Trustees (Elect 1) 1. _____
10. Marine Resources Committee (Elect 1) 1. _____
11. Mount Baker Theatre Board (Elect 1) 1. _____
12. Museum Society – (President Pro Tempore or delegate) 1. _____
13. Open Space Committee – (Joint City/County) (Same as Planning Committee) 1. _____
2. _____
3. _____
14. Opportunity Council (Elect 1) 1. _____
15. Parks and Recreation Board – (Same as Parks & Recreation Committee) 1. _____
2. _____
3. _____
16. Police Pension Board – (Council President or Pres. Pro Tempore) 1. _____
17. Port Marina Advisory Committee (Elect 1) 1. _____
18. Sister Cities Advisory Board (Elect 1) 1. _____
19. Sustainable Connections (Elect 1) 1. _____
20. Tourism Commission – Allocation Sub-committee Chair
(Finance Committee Chair or other designee) 1. _____
21. WHAT-COMM/Prospect Communications Administrative Board – 911
(Public Works/Public Safety Chair) 1. _____
22. WHAT-COMM Communication Administrative Board 1. _____
23. Whatcom Transportation Authority (Elect 2) 1. _____

2. _____

Ad hoc Working Groups:

1. Lake Whatcom Policy Working Group
(Lake Whatcom Reservoir & Natural Resources Committee Chair)
(Alternate)

1. _____

2. _____

**RESOLUTION 2014-25
ADOPTING BELLINGHAM CITY COUNCIL
RULES OF PROCEDURE**

WHEREAS, the Bellingham City Council recognizes that rules are necessary for the orderly conduct of business; and

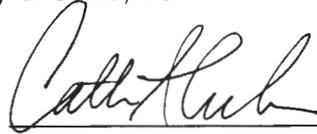
WHEREAS, Article III, Section 3.02 of the Charter of the City of Bellingham states that the City Council "shall determine its own rules and order of business;" and

WHEREAS, the City Council has traditionally followed Robert's Rules of Order, with modifications, to provide structure for the conduct of business by a seven-member legislative body of a first-class city in the State of Washington; and

WHEREAS, the following rules of procedure and other rules of Council adopted by ordinance or resolution are adopted for the benefit of the members of the City Council to assist in the orderly conduct of Council business;

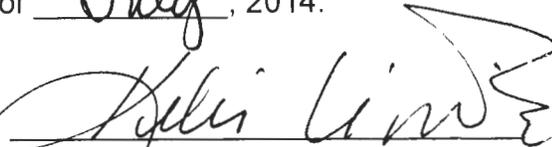
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bellingham, Washington that the procedural rules attached hereto are hereby adopted.

PASSED by the City Council this 23rd day of June, 2014.



Council President

APPROVED by me this this 14th day of July, 2014.



Mayor

ATTEST: 

Finance Director

APPROVED AS TO FORM: 

Office of the City Attorney

Bellingham City Council Rules of Procedure

Section 1. Introduction

The City Council rules of procedure adopted herein and those adopted by other ordinance, resolution, or motion, are adopted for the sole benefit of the members of the Bellingham City Council ("Council") to assist in the orderly conduct of Council business. These rules of procedure do not grant rights or privileges to members of the public or third parties. Failure of the Council to adhere to these rules shall not result in any liability to the City of Bellingham ("City"), its officers, agents, or employees, nor shall failure to adhere to these rules result in invalidation of any Council act. The Council may implicitly or by a majority vote of the membership, decide to waive temporarily any of the provisions herein. Council action taken in disregard or non-conformity with these rules shall be construed as an implicit waiver thereof. Only a sitting councilmember is entitled to enforce these rules.

Section 2. Parliamentary Rules of Order, Generally

The Council hereby adopts the Robert's Rules of Order Newly Revised, as in effect at any given time, ("Robert's Rules") for the conduct of all meetings of the Council and standing committee meetings, with the modifications and clarifications set forth herein.

As set forth in Article III, Section 3.02 of the Charter of the City of Bellingham ("Charter"), a majority of the entire Council shall constitute a quorum at all Council meetings. Council decisions shall require the affirmative vote of at least the majority of the Council membership.

The officers of the Council shall be the president, president pro tempore, and mayor pro tempore, elected annually according to the procedures in Section 4, below. The duties of secretary or clerk, such as recording of votes and actions taken, are assigned to a nonmember on the City staff as set forth in the Charter.

Section 3. Special Rules of Order

A. Meetings, Generally

In order to facilitate transparency, open deliberation, and full participation by all members of the Council, the following modifications and clarifications to Robert's Rules are hereby adopted:

1. The presiding officer of the Council has the same rights as all other members to vote on matters before the Council, to participate in deliberations, to make motions, and to second motions. As a matter of custom, the presiding officer may refrain from making motions and may choose to let other members speak before taking the floor.
2. Subject to the presiding officer's discretion, informal discussion may occur when no motion is pending. Such informal discussion shall be limited, subject to the discretion of the presiding officer.
3. It is preferable that all members of the Council be given the opportunity to speak before a member is given the floor more than once. Members are typically recognized in the order in which they make a request for the floor, subject to the presiding officer's discretion.
4. All voting is by counted votes, and the votes of each member are recorded. Voting is by voice, or by a show of hands, at the discretion of the presiding officer, with the exception of third and final vote on ordinances, which is voted by roll call.
5. A motion for reconsideration can be made only at the same meeting the vote to be reconsidered was taken or at the next succeeding regular Council meeting.
6. The consent agenda shall contain routine, non-controversial items that require Council action but need little or no Council deliberation. Agenda items removed from the consent agenda by the request of a member or staff will be considered after approval of the entire consent agenda. Any item that has a fiscal impact greater than \$250,000 shall not be placed on the consent agenda.

B. Standing Committee Operating Rules

1. Committees are recommending bodies to the full Council. Committees, except for committee of the whole, are comprised of three members and do not require a quorum to be present. The Council shall not delegate final legislative authority to a committee.
2. Motions in committee meetings, except for meetings of the committee of the whole, do not require a second.
3. Committee chairs will summarize the votes on recommendation(s) during the committee meeting prior to taking up the next agenda item.

4. When the president or a committee chair first introduces an agenda item to the full Council, it is preferable that the introduction be done in a neutral manner.
5. Committee chairs will report out to the full Council the recommendations of the committee, based on a majority vote of committee members, on matters under its consideration.
6. In the event of a conflict of interest or an excused absence, another Council member may sit in the member's place, including in place of the committee chair.
7. Committee chairs may choose the format for their meetings. If prior notice has been provided to the public, the committee chair has the option of asking for public input during the committee meeting.
8. Committee chairs have control over the agenda of their committees; provided, however, that all agenda items referred by the Council must be accepted.
9. Unless specific provision is made to place a matter before the committee of the whole and approved by the Legal Department, all matters requiring an affirmative vote by Council shall be voted upon by the Council during a regular or special meeting of the Council.

Section 4. Election of Officers, Appointment of Committees, and Ex-Officio Board Assignments.

- A. Election of officers and appointment of committees will occur annually at the first meeting of the new year, according to the following procedure.
1. The president or president pro tempore of the previous year shall open the meeting and shall preside until the new president is elected.
 2. Nominations for the office of Council president for the year are accepted from any member. Nominations do not require a second, and members may nominate themselves. The number of nominations shall not exceed three.
 3. After nominations have been closed, a vote will be taken to choose one of the nominees. At the discretion of the Council, voting may be by voice vote or by ballot. If a tie results, the name with the least votes will be eliminated from the ballot, and the remaining two will be voted upon. The newly elected president will preside during the remainder of the meeting.

4. The president is to serve for the year and cannot be removed from the office unless a majority plus one of all members of the Council cast a vote to remove the president from the position.
5. Following election of the Council president, the Council shall follow the same procedure to elect Council president pro tempore and mayor pro tempore.
6. The title, function, and membership of Council committees and liaison positions deemed necessary for the year will be moved by the Council and decided upon by a vote. Those committees approved by a majority vote will be established as Council standing committees for the year.
7. After determination of the committees deemed necessary, nominations for committee chairs and committee membership will be opened in a sequence determined by the president. Committee chairs will be nominated separately from committee members. Nominations do not require a second and members may nominate themselves. Following nominations, votes will be taken to determine any committee chairs or committee membership when nominations exceed positions. When voting for committee membership, each member may vote in the affirmative for as many nominees as there are positions. Those names receiving the most affirmative votes shall be designated as committee chair or committee members.

B. When a Council member is appointed as an ex-officio board member for a non-profit entity, that member shall not become an officer of the board during the ex-officio assignment.

Section 5. Signing Authority and Designation of Officers During Absences.

The line of succession for signing contracts and other administrative documents on behalf of the City when the Mayor is absent is as follows: Mayor Pro Tempore, Council President, and President Pro Tempore. The Council president is authorized to designate, in writing, a Council member to sign such documents on behalf of the City in the absence of the Mayor Pro Tempore, the Council President, and the President Pro Tempore. The designation shall be limited to the time period necessary to cover the absence.

Section 6. Written Record In Legislative Process.

Following a public hearing on a legislative matter pending before the Council, the written record will remain open until Council makes a final decision. In the event that circumstances warrant closing the written record prior to final decision as determined in the sole discretion of the Council, the Council may do so during any open meeting of the

full Council. This procedure will not apply if there is a statute, code provision, or other legal mandate that precludes leaving the written record open.

Section 7. Guidelines for Public Comment.

The presiding officer is authorized to enforce the Guidelines for Public Comment Period attached hereto as Exhibit A ("Guidelines"). Options for enforcing the Guidelines include:

- A. Warning any person engaging in speech or behavior contrary to the guidelines to refrain from such speech or behavior;
- B. Directing such person to be orderly and silent following a warning on the record;
- C. Ordering a person who persists in disturbing or disrupting the meeting to leave the Council meeting following a warning on the record;
- D. Barring a person who persists in disturbing or disrupting the meeting from further audience before the Council during that meeting following a warning on the record;
- E. Taking a recess;
- F. When the meeting is interrupted by a group so as to render the orderly conduct of the meeting unfeasible and order cannot be restored by the removal of individuals interrupting the meeting, the meeting may be adjourned and reconvened at another location selected by majority vote of the members under RCW 42.30.050; and
- G. Setting other reasonable, viewpoint-neutral limits to public comment to prevent disruption of necessary Council business.

Section 8. Reading of Ordinances.

A reading of an ordinance or resolution at a Council meeting shall be deemed complete by reading a brief synopsis of the measure, by reading the subject of the measure, or by reading the title of the measure. The reading of legislation in full shall not be required except as required by Article III, Section 3.04 of the Charter. Any revisions to legislation not included in the Council packet shall be read in full prior to adoption of the revisions. As required in Article III, Section 3.04 of the Charter, the title of every ordinance and resolution shall be read in full at a Council meeting before a third and final vote is taken thereon.

Section 9. Rule Conflicts

These rules are intended to update and replace prior special operating and procedural rules which have been adopted by Council and which relate to the matters addressed herein. In the event of any conflict or inconsistency between applicable rules, the order of precedence to determine the governing rule shall be: (1) the Charter, (2) City Ordinances, (3) the modification and clarifications set forth herein; (4) any rule or procedure adopted by council resolution prior to adoption of these modifications and clarifications; and (5) Robert's Rules of Order.

Section 10. Open Public Meetings Requirements

Meetings of the Council, including committee meetings, shall meet the requirements of the State of Washington Open Meetings Act (RCW 42.30).

EXHIBIT A - GUIDELINES FOR PUBLIC COMMENT PERIOD AND FOR PUBLIC HEARINGS

1. The presiding officer has discretion in enforcing these guidelines for the orderly and civil conduct of City Council meetings. The guidelines below apply to both the public comment period and legislative public hearings before Council unless noted otherwise.
2. Public comment period is provided at the discretion of the City Council.
3. Sign-up sheets for speaking during the public comment period and public hearings will be available 30 minutes before the start of the meeting. Citizens may not sign up on behalf of others.
4. For the public comment period, each speaker is allowed three minutes, unless time is extended by the presiding officer. The public comment period may be limited to 15 minutes. A time limit may be imposed for individual testimony at a public hearing.
5. Meeting attendees cannot “donate” their speaking time to another person.
6. Speakers are not permitted to comment during the public comment period on topics that come up later as a public hearing item.
7. All remarks should be addressed to the Council as a whole.
8. Speakers shall refrain from comment or behavior that involves:
 - a. Disorderly speech or action; name-calling or personal attacks; obscene or indecent remarks; and derogatory comments on personalities;
 - b. Advertising or promoting the sale of products, services, or private enterprise;
 - c. Promoting any contest or lottery; and
 - d. Promoting candidates for public office or upcoming ballot measures.
9. Any person who engages in speech or action as described in Section 8.a when such speech or action disrupts, disturbs or otherwise impedes the orderly conduct of any Council meeting may, at the discretion of the presiding officer, be barred from further audience before the Council during that meeting.
10. Any person who engages in speech or action as described in Sections 8.b-d may, at the discretion of the presiding, be barred from further audience before the Council during that meeting.
11. In addition to the limits specified above, the presiding officer may set other reasonable, viewpoint neutral limits, to prevent disruption of Council business.

RESOLUTION #2015-12

**RESOLUTION ADDING A
CODE OF CONDUCT - CONFLICT OF INTEREST SECTION
TO THE
BELLINGHAM CITY COUNCIL
RULES OF PROCEDURE**

WHEREAS, the Bellingham City Council recognizes that rules are necessary for the orderly conduct of business; and

WHEREAS, Article III, Section 3.02 of the Charter of the City of Bellingham states that the City Council "shall determine its own rules and order of business;" and

WHEREAS, to ensure the efficient, fair and professional administration of these funds; to comply with 24 CFR Part 85.36(b)(3) and 92.356; and to be consistent with the 2014 City of Bellingham Guideline and Procedure Handbook, Section 203;

WHEREAS, to prohibit participation in decision-making in which a Council member may obtain a financial interest of benefit with respect to the allocation of federal, state or local housing and community development funds; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Bellingham, Washington that the following section is hereby adopted and added to the City Council Rules of Procedure.

Section 11. Code of Conduct - Conflict of Interest

This Code of Conduct applies to all elected officials engaged in the selection, award or administration of contracts related to the agencies with projects listed in the H.U.D. Annual Action Plan. No elected official of the City of Bellingham shall participate in the selection, award or administration of such a contract, if a conflict of interest, real or apparent, would be involved. Further, no elected official shall solicit or accept gratuities, favors or anything of monetary value from contractors or applicants related to the selection, award or administration of such a contract.

Such a conflict would arise when:

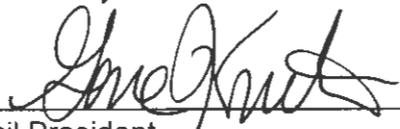
- the elected official;
- any member of his/her immediate family;
- his/her partner; or

- an organization which employs or is about to employ any of the above, has a financial or other interest in the firm selected for award.

With regard to federal funds, the above rules apply during the tenure of the elected official and for one year thereafter.

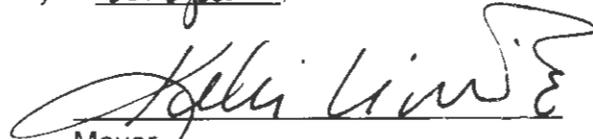
To the extent permitted by federal, state or local laws or regulations, violation of these standards may cause corrective action to be taken against the member.

PASSED by the City Council this 10th day of August, 2015.

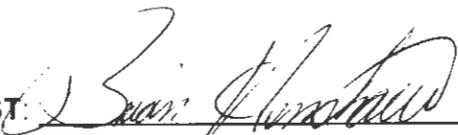


Council President

APPROVED by me this this 24th day of August, 2015.



Mayor

ATTEST: 

Finance Director

APPROVED AS TO FORM: 

Office of the City Attorney

BELLINGHAM INTERNATIONAL AIRPORT ADVISORY COMMITTEE (BIACC)

CHARGE See attached Port of Bellingham Resolution 1036a

COUNCIL REP

1992: Keenan
1993: Bjornson (Alternate, Keenan)
1994: Knutson
1995: Bjornson
1996: Ryan
1997: Ryan
1998: Knutson
1999: Knutson
2000: Richardson
2001: Knutson
2011: Weiss
2012: Weiss
2013: Weiss
2014: Weiss
2015: Vacant
2016: Barker

MEETING SCHEDULE 9:30 a.m. second Thursday of every other month
at the International Arrivals Building, General Aviation Conference Room

RESOLUTION NO. 1320A

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PORT OF BELLINGHAM REGARDING THE BELLINGHAM INTERNATIONAL AIRPORT ADVISORY COMMITTEE (BIAAC), SUPERSEDING RESOLUTION NO. 938, NO. 953, NO. 976, NO. 1036, NO. 1099, NO. 1320.

WHEREAS, on September 1, 1992 the Commission of the Port of Bellingham adopted Resolution No. 938, establishing the Bellingham International Airport Advisory Committee (the "BIAAC") to obtain the benefit of community input with regard to activities and future development concerning the Bellingham International Airport (the "Airport").

WHEREAS, since its creation in 1992 the BIAAC has served as an advisory committee made of representatives from local governments, Airport neighbors, Airport users and Airport tenants.

WHEREAS, since its creation in 1992 the BIAAC has provided invaluable insight and perspective from a wide cross section of Whatcom County concerning the Airport.

WHEREAS, since its creation in 1992, the Commission of the Port of Bellingham, from time to time, has made various modifications to the BIAAC to reflect the changing nature of the Airport and the surrounding community. These changes occurred in Resolution No. 938, No. 953, No. 976, No. 1036, No. 1099, No. 1320.

WHEREAS, as the Airport has grown and its operation has become more complex the Commission has also created a Technical Airport Advisory Committee (the "TAAC") to provide technical aeronautical and operational input to the Director of Aviation and the Commission

WHEREAS, it is recognized that the BIAAC and the TAAC may overlap in consideration of various issues but approach those issues from different perspectives unique to their respective purposes.

WHEREAS, the Commission of the Port of Bellingham again desires to amend the membership positions and committee organization of the BIAAC to reflect the changing nature of the Airport and the continuing desire to seek community input with regard to activities and future development concerning the Airport.

NOW, THEREFORE, the Commission of the Port of Bellingham does hereby adopt and establish this Resolution 1320A superseding Resolution No. 938, No. 953, No. 976, No. 1036, No. 1099, No. 1320.

PURPOSE

1. The Bellingham International Airport Advisory Committee (BIAAC) will serve as a non-technical advisory committee to the Commission of the Port of Bellingham for the purpose of providing input from the community about the Airport. The members of the committee serve to provide the community perspective to the Commission about Airport operations and development, including such matters as:

- Airport planning and development
- Airport ground transportation
- Airport traffic
- Airport and aircraft operations
- Airport on and off site parking
- Airport noise
- Airport outreach to pilots and tenants
- Airport outreach to the surrounding community
- Airport economic impacts and business opportunities
- Tourism and visitor services
- Community partnerships.

2. In providing the community perspective, the BIAAC members should maintain awareness of the Port of Bellingham's statutory purposes, authority and constraints, and apply such knowledge when providing feedback and updates to the Commission. It is understood that the BIAAC members provide an important perspective to the Commission when it considers a variety of factors in making decisions concerning the Airport.

STRUCTURE

3. The Bellingham International Airport Advisory Committee (BIAAC) shall consist of a thirteen (13) members from the Whatcom County community and governing bodies. Terms of Commission-approved members representing their respective community or group shall be for three (3) years. Terms for the Lummi Nation, City and County elected officials shall be one (1) year, however, there is no limit to the number of terms an elected official may serve as a member of the committee. The Port Commission reserves the right to add or subtract positions on the BIAAC at any time. With Commission approval, community members may succeed themselves on the BIAAC once and shall serve without compensation.

4. The Director of Aviation shall serve as a facilitator to the BIAAC and will ensure that the BIAAC is provided with appropriate clerical support and a meeting space.

5. When needed the Director of Aviation will be the communication conduit between BIAAC and the TAAC and provide guidance as to which aspect of issues need each committee's review.

6. The Lummi Nation, City and County governments may appoint elected officials to the position reserved for that government without Commission approval by sending a written notice to the Director of Aviation concerning the appointment.

7. Membership on this committee requires regular attendance and participation. Three consecutive unexcused absences of a member may be cause for replacement of that member by having the BIAAC declare the position vacant. The Commission values a variety of opinions on issues and thus will encourage turnover in committee positions.

COMMITTEE MEMBERSHIP POSITIONS

8. Membership on the BIAAC shall be representative of the surrounding airport communities, businesses and governmental agencies of Whatcom County. Additional representation may be sought if such action is deemed necessary by the Commission. As a minimum, representation shall include the following:

Regular, three (3) year voting positions:

<i>Cliffside Community</i>	<i>1</i>	<i>Bellingham City Council</i>	<i>1</i>
<i>Birchwood Community</i>	<i>1</i>	<i>Whatcom County Council</i>	<i>1</i>
<i>North County Community</i>	<i>1</i>	<i>City of Ferndale</i>	<i>1</i>
<i>South County Community</i>	<i>1</i>	<i>County/City Business Interest</i>	<i>1</i>
<i>Lummi Nation</i>	<i>1</i>	<i>Higher Education</i>	<i>1</i>
<i>Bellingham/Whatcom Tourism</i>	<i>1</i>	<i>Environmental Interest</i>	<i>1</i>
<i>Chamber of Commerce</i>	<i>1</i>		

VACANT COMMITTEE POSITIONS

9. When a vacancy exists on the BIAAC (other than elected officials appointed by the governments) due to resignation or term expiration, the Director of Aviation shall notify the Commission. The Commission and/or Port staff at the Commission's direction will solicit individuals to fill the vacant position consistent with the membership criteria, i.e. must be a member of the representative community, group or an active member of the governing body listed. In soliciting applications for membership consideration, the Commission will entertain recommendations from other committee members. The Commission shall announce its intent to fill the vacancy and solicit applications for a minimum period of thirty (30) days.

COMMITTEE ORGANIZATION

10. The BIAAC shall annually elect its own chair and vice-chair. It shall conduct its meetings in the evening every two months, or as needed to coordinate a minimum of two (2) committee outreach meetings per year. The bi-monthly meeting agendas will be developed by the BIAAC chair in coordination with the Port Director of Aviation or by the Commission. A quorum shall be not less than 5 members in attendance at a meeting.

COMMITTEE ACTIONS

11. The BIAAC will provide communication to the Commission through the Director of Aviation on Airport issues generally and on specific issues that may be brought before it by the Director of Aviation. The BIAAC may elect to vote on a particular topic during its bi-monthly meetings for the purpose of recommending what and/or how specific topics should be presented to the community at the two (2) committee outreach meetings per year, and/or provide the various perspectives of the members. The goal of the BIAAC is to provide information to the Commission and in this regard the Director of Aviation should report to the Commission concerning any motions passed by BIAAC as well as the discussions of and various positions on an issue.

12. All feedback and discussion updates of the committee shall be reported to the Commission through the Director of Aviation. These will receive staff consideration for implementation or otherwise and be forwarded to the Commission as appropriate. Should the BIAAC wish to present their feedback, opinions and/or updates directly to the Commission, they will provide a written summary to the Director of Aviation prior to the Commission meeting so that Port staff can prepare any necessary comments or additional presentation information.

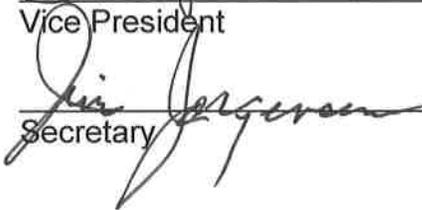
ADOPTED by the Board of Commissioners on this 18th day of March, 2014, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof.



President



Vice President



Secretary

BELLINGHAM SCHOOL DISTRICT
676-6400

CHARGE Be in communication with Bellingham School District regarding community school issues.

CONTACT Greg Baker, Superintendent
Tanya Rowe, Director of Communications and Community Relations
Kelly Bashaw, School Board President

COUNCIL REPRESENTATIVE

2009: Barry Buchanan
2010: Barry Buchanan
2011: Michael Lilliquist
2012: Michael Lilliquist
2013: Cathy Lehman
2014: Roxanne Murphy
2015: Roxanne Murphy
2016: April Barker

MEETING LOCATION

Central Services Board Room
1306 Dupont St.
Bellingham

BELLINGHAM/WHATCOM COUNTY TOURISM BOARD

904 Potter St. Bellingham, WA 98229
671-3990

CHARGE Refer to responsibilities of the B/W Convention and visitors Bureau Board of Directors, attached. (Note: the City council representative serves as an ex-officio member of the Board and by virtue of their experience, position or other special qualifications, he/she is urged to express his/her opinions and counsel on all matters brought before the Board. However, in accordance with bylaws, ex-officio members are not entitled to initiate or vote on motions).

President and CEO: Loni Rahm

CONTACT Angie Wrzesinski

COUNCIL REPS

2003: No Council Representative
2004: Barbara Ryan
2005: John Watts
2006: Unassigned
2007: Unassigned
2008: Terry Bornemann elected subsequently delegated to Stan Snapp
2009: Stan Snapp
2010: Stan Snapp
2011: Stan Snapp
2012: Stan Snapp
2013: Michael Lilliquist
2014: Michael Lilliquist
2015: Pinky Vargas
2016: Pinky Vargas

Meetings take place the fourth Wednesday of each month at 7:30 AM, location rotates.

WHATCOM TOURISM BUREAU

RESPONSIBILITIES OF THE BOARD OF DIRECTORS

REPRESENT the interests of Corporation members in the overall management of the Corporation.

Safeguard the interests of and pursue the purposes of the Corporation in accordance with federal, state and local law, and the Bureau's articles of incorporation and bylaws, realizing the Board of Directors is legally responsible for all of the Corporation's activities and operations.

Become thoroughly familiar with the Bureau's articles of incorporation, bylaws, and marketing plan.

Attend and play an active part in all meetings of the Board.

Continually evaluate the performance of the Bureau and offer suggestions, ideas, constructive criticisms, motions and other assistance, keeping in mind that you are part of the governing body and responsible for the Bureau's direction and policies.

Assist actively in promoting the Bureau among private, business, and government contacts and acquaintances.

Show no preference to any member but support all members objectively and in a manner conducive to the overall interests of the bureau.

Be loyal to the Organization by accepting and supporting decisions made by majority vote of the Board.

Chair one of the Bureau committees, or serve on committees, if requested.

Board members must be bureau members in good standing.

Ex officio members of the board, by virtue of their experience, position or other special qualifications are urged to express their opinions and counsel on all matters brought before the Board. However, in accordance with our bylaws, ex officio members are not entitled to initiate or vote on motions.

COUNCIL OF GOVERNMENTS (COG)

314 E. Champion Street, Bellingham, 98225
676-6974

CHARGE Refer to Title 36, Chapter 36.64 – Joint Governmental Activities, and the Bylaws of the Whatcom County Council of Governments.

Executive Director: Robert H. Wilson

COUNCIL REPS

2003: Bob Ryan and Barbara Ryan
2004: Bob Ryan and Barbara Ryan
2005: Bob Ryan and Barbara Ryan
2006: Bob Ryan and Terry Bornemann
2007: Bob Ryan and Terry Bornemann
2008: Barry Buchanan and Louise Bjornson
2009: Barry Buchanan and Louise Bjornson
2010: Barry Buchanan and Jack Weiss
2011: Jack Weiss and Barry Buchanan
2012: Jack Weiss and Cathy Lehman
2013: Jack Weiss and Cathy Lehman
2014: Jack Weiss and Cathy Lehman
2015: Roxanne Murphy and Dan Hammill
2016: Terry Bornemann and Michael Lilliquist

SCHEDULE

Policy Board may meet in tandem with Executive Board meetings. Meetings are held at the Council of Governments office.

DOWNTOWN BELLINGHAM PARTNERSHIP

1310 Commercial Street
Bellingham, WA 98225
Phone: 527-8710

CHARGE Enhancing, promoting, and advocating for the healthy maintenance, improvement and development of Bellingham's City Center.

Board President Olivia Burkland

COUNCIL REP

2009: Terry Bornemann & Barry Buchanan
2010: Barry Buchanan & Terry Bornemann, alternate
2011: Barry Buchanan & Michael Lilliquist, alternate
2012: Cathy Lehman & Michael Lilliquist, alternate
2013: Michael Lilliquist & Terry Bornemann, alternate
2014: Michael Lilliquist
2015: Michael Lilliquist
2016: Dan Hammill

SCHEDULE Third Friday of each month; 8:00 - 10:00 a.m., DBP office

CITY/COUNTY EMERGENCY MEDICAL SERVICES (EMS) OVERSIGHT BOARD

**Whatcom County Executive
311 Grand Ave, Bellingham
676-6717**

CHARGE Make recommendations to Whatcom County and the Cities and Fire Districts of Whatcom County regarding administration, operations, levels of service and EMS budgets.

CONTACT Whatcom County Executive Office: 360-676-6717

COUNCIL REPS

2014: Terry Bornemann

2015: Terry Bornemann

2016: Terry Bornemann

There is created a joint, advisory, cooperative emergency medical and ambulance services oversight board, consisting of nine members. The EMS Oversight Board shall:

- 1.** With the active advice and participation of the TAB, make recommendations to Whatcom County and the Cities and Fire Districts of Whatcom County regarding administration, operations, levels of service, and EMS budgets and financial reporting including but not limited to the objectives and actions described in Attachment "A" Whatcom County EMS Administrative Services; and
- 2.** Be the primary organization responsible for framing the ongoing vision of an integrated and coordinated EMS system; and
- 3.** Hold at least four meetings per year (quarterly) to review the status of emergency medical services in Whatcom County and to develop recommendations; provided that all nine members shall be voting members and provided further that a quorum of six members is required in order for the board to take final action. Board recommendations shall be made by a minimum of five (5) members voting to affirm the recommendation; and
- 4.** Refer appropriate technical, operational, and medical matters to the Technical Advisory Board; and
- 5.** Ensure that meetings of the EMS Oversight board are open and accessible to the Public. At every meeting the board will schedule an open session to take public comment; and
- 6.** Designate the Whatcom County Executive as the chairperson of the Board and designate the staff for the Board. The Board may select a vice chair who may serve as interim chair in the absence of the County Executive; and
- 7.** In making recommendations, strive to stay within the adopted county budget and service provider contracts. Any recommendation will include a fiscal analysis and funding recommendation.

FIREFIGHTERS PENSION BOARD

CHARGE Refer to RCW 41.16

Contact: Elisabeth Oakes, City Clerk Representative

COUNCIL REPRESENTATIVE: FINANCE COMMITTEE CHAIR

MEETING First Tuesday of each month*; 9:00 a.m., @ TBD

* Meeting may be moved to accommodate holidays.

RCW 41.16.020

Pension board created—Members—Terms—Vacancies—Officers—Quorum.

There is hereby created in each city and town a municipal firefighters' pension board to consist of the following five members, ex officio, the mayor, or in a city of the first class, the mayor or a designated representative who shall be an elected official of the city, who shall be chairperson of the board, the city comptroller or clerk, the chairperson of finance of the city council, or if there is no chairperson of finance, the city treasurer, and in addition, two regularly employed or retired firefighters elected by secret ballot of those employed and retired firefighters who are subject to the jurisdiction of the board. The members to be elected by the firefighters shall be elected annually for a two year term. The two firefighters elected as members shall, in turn, select a third eligible member who shall serve as an alternate in the event of an absence of one of the regularly elected members. In case a vacancy occurs in the membership of the firefighters or retired members, the members shall in the same manner elect a successor to serve the unexpired term. The board may select and appoint a secretary who may, but need not be a member of the board. In case of absence or inability of the chairperson to act, the board may select a chairperson pro tempore who shall during such absence or inability perform the duties and exercise the powers of the chairperson. A majority of the members of the board shall constitute a quorum and have power to transact business.

[2007 c 218 § 19; 2003 c 30 § 2; 1988 c 164 § 2; 1973 1st ex.s. c 19 § 1; 1961 c 255 § 10; 1947 c 91 § 2; Rem. Supp. 1947 § 9578-41. Prior: 1935 c 39 § 1; 1919 c 196 § 3; 1909 c 50 §§ 1, 2.]

Incarceration Prevention & Reduction Task Force

1701 Ellis St. Suite 221, Bellingham, WA 98225
647-7093

CHARGE The Incarceration Prevention and Reduction Task Force was created by the Whatcom County Council in June 2015 to identify ways, consistent with public safety, to prevent or reduce incarceration. These include identifying policy or program changes to improve behavioral health treatment and reform criminal justice procedures so that people who can safely be diverted from jail are sent to appropriate services or receive community supervision.

CONTACT Jill Nixon, Whatcom County

COUNCIL REP

2015: Dan Hammill

2016: Dan Hammill

MEETING SCHEDULE

Varies

LIBRARY BOARD

LEGISLATION ESTABLISHING THE BOARD IS FOUND IN RCW 27.12.190

CHARGE Adopt bylaws, rules for the government of the library, employ a librarian and other assistants as he/she may recommend. The Board has authority to prescribe the employees duties, fix their compensation, and remove them for cause. The Board also submits the proposed library budget to the City Council, controls finances of the library, leases and purchases land for library, purchases books, periodicals, and other supplies, and generally does anything that is necessary for the orderly and efficient management and control of the library.

Contact: Pam Kiesner, Library Director

COUNCIL REPRESENTATIVE:

2003: Grant Deger
2004: Grant Deger
2005: Grant Deger
2006: John Watts
2007: John Watts
2008: Jack Weiss
2009: Jack Weiss
2010: Michael Lilliquist
2011: Stan Snapp
2012: Stan Snapp
2013: Stan Snapp
2014: Jack Weiss
2015: Jack Weiss
2016: April Barker

MEETING SCHEDULE: Third Tuesday of each month; 3:30 PM; Board Room.

OTHER The Mayor appoints members with approval by Council. Regarding restrictions on membership, there is a limit of two consecutive terms; members do not receive compensation for services as trustee and expenses incurred shall be paid from the library funds. Removal of members is done by vote of the Council.

MARINE RESOURCES COMMITTEE

322 N. Commercial St., Ste. 110
Bellingham, WA 98225
(360) 676-6876

CHARGE The Whatcom County Marine Resources Committee is a citizen-based committee to address marine issues and to achieve resource conservation and habitat protection within the Northwest Straits.

CONTACT Austin Rose - Chair; Whatcom County Marine Resources Committee, Coordinator, Natural Resources Planner I, Whatcom County Public Works;
Email: arose@co.whatcom.wa.us

COUNCIL REPRESENTATIVE:

2012: Seth Fleetwood
2013: Seth Fleetwood
2014: Gene Knutson
2015: Roxanne Murphy
2016: Vacant

MEETING SCHEDULE: 1st Thursday of every month, 6:00 - 8:00 p.m.
Meeting information is always updated on the Whatcom MRC website (<http://www.mrc.whatcomcounty.org/>)

MT. BAKER THEATRE BOARD

104 North Commercial Street
Bellingham, WA 98225
733-5793

CHARGE Liaison between Council and Mt. Baker Theatre Center

Executive Director: Brad Burdick

COUNCIL REP:

2003: Louise Bjornson
2004: Terry Bornemann, Alternate: Louise Bjornson
2005: Louise Bjornson
2006: Louise Bjornson
2007: Louise Bjornson
2008: Louise Bjornson
2009: Louise Bjornson
2010: Seth Fleetwood
2011: Seth Fleetwood
2012: Seth Fleetwood
2013: Seth Fleetwood
2014: Pinky Vargas
2015: Pinky Vargas
2016: Michael Lilliquist

MEETING SCHEDULE

MONTHLY: 1st Thursday of each month; 4:30 PM at the Encore Room - Wine and cheese at 4:15 PM

MUSEUM SOCIETY LIAISON

121 Prospect Street
Bellingham, WA 98225
778-8930

CHARGE Liaison between Council and Museum Director. Ex-officio, non-voting member.

CONTACT Patricia Leach, Museum Director

COUNCIL REPRESENTATIVE

2003: Barbara Ryan
2004: Gene Knutson
2005: Louise Bjornson
2006: Louise Bjornson
2007: Barbara Ryan; Louise Bjornson (Alternate)
2008: Terry Bornemann; Louise Bjornson (Alternate)
2009: Barbara Ryan; Louise Bjornson (Alternate)
2010: Terry Bornemann
2011: Terry Bornemann
2012: Terry Bornemann
2013: Cathy Lehman
2014: Terry Bornemann
2015: Dan Hammill
2016: Roxanne Murphy

MEETING SCHEDULE 4th Thursday of each month; 12:00 pm,
Old City Hall Board Room
November - 3rd Thursday
December - No Meetings

Council Representative is not required to attend Museum Society meetings.

OPEN SPACE COMMITTEE (Joint City/County)

Whatcom County
311 Grand Avenue, Bellingham, WA 98225

CHARGE Evaluate and approve whether or not property that is being set aside as open space will receive a property tax discount

Refer to:

- 1) RCW 84.34.020(1)
- 2) RCW 84.34.037
- 3) Bellingham-Whatcom County Open Space Committee Bylaws
- 4) Public Access Guideline Recommendations

CONTACT Mary Geddes, Whatcom County Assessor's Office, 676-6790, #50534

APPLICATION PROCEDURE:

- 1) County forwards application to Planning Commission
- 2) Planning Commission holds a public hearing and makes a recommendation to the City Council
- 3) City Council holds a public hearing (mandated by Washington State)
- 4) Subsequently, the City Council makes a recommendation to the Bellingham-Whatcom County Joint Open Space Committee

COUNCIL REP PLANNING COMMITTEE MEMBERS

SCHEDULE As needed.

RCW 84.34.020

Definitions.

As used in this chapter, unless a different meaning is required by the context:

(1) "Open space land" means (a) any land area so designated by an official comprehensive land use plan adopted by any city or county and zoned accordingly, or (b) any land area, the preservation of which in its present use would (i) conserve and enhance natural or scenic resources, or (ii) protect streams or water supply, or (iii) promote conservation of soils, wetlands, beaches or tidal marshes, or (iv) enhance the value to the public of abutting or neighboring parks, forests, wildlife preserves, nature reservations or sanctuaries or other open space, or (v) enhance recreation opportunities, or (vi) preserve historic sites, or (vii) preserve visual quality along highway, road, and street corridors or scenic vistas, or (viii) retain in its natural state tracts of land not less than one acre situated in an urban area and open to public use on such conditions as may be reasonably required by the legislative body granting the open space classification, or (c) any land meeting the definition of farm and agricultural conservation land under subsection (8) of this section. As a condition of granting open space classification, the legislative body may not require public access on land classified under (b)(iii) of this subsection for the purpose of promoting conservation of wetlands.

RCW 84.34.037

Applications for current use classification — To whom made — Factors — Review.

(1) Applications for classification or reclassification under RCW [84.34.020](#)(1) shall be made to the county legislative authority. An application made for classification or reclassification of land under RCW [84.34.020](#)(1) (b) and (c) which is in an area subject to a comprehensive plan shall be acted upon in the same manner in which an amendment to the comprehensive plan is processed. Application made for classification of land which is in an area not subject to a comprehensive plan shall be acted upon after a public hearing and after notice of the hearing shall have been given by one publication in a newspaper of general circulation in the area at least ten days before the hearing: PROVIDED, That applications for classification of land in an incorporated area shall be acted upon by a granting authority composed of three members of the county legislative body and three members of the city legislative body in which the land is located.

(2) In determining whether an application made for classification or reclassification under RCW [84.34.020](#)(1) (b) and (c) should be approved or disapproved, the granting authority may take cognizance of the benefits to the general welfare of preserving the current use of the property which is the subject of application, and shall consider:

(a) The resulting revenue loss or tax shift;

(b) Whether granting the application for land applying under RCW [84.34.020](#)(1)(b) will (i) conserve or enhance natural, cultural, or scenic resources, (ii) protect streams, stream corridors, wetlands, natural shorelines and aquifers, (iii) protect soil resources and unique or critical wildlife and native plant habitat, (iv) promote conservation principles by example or by offering educational opportunities, (v) enhance the value of abutting or

neighboring parks, forests, wildlife preserves, nature reservations, sanctuaries, or other open spaces, (vi) enhance recreation opportunities, (vii) preserve historic and archaeological sites, (viii) preserve visual quality along highway, road, and street corridors or scenic vistas, (ix) affect any other factors relevant in weighing benefits to the general welfare of preserving the current use of the property; and

(c) Whether granting the application for land applying under RCW [84.34.020](#)(1)(c) will (i) either preserve land previously classified under RCW [84.34.020](#)(2) or preserve land that is traditional farmland and not classified under chapter [84.33](#) or [84.34](#) RCW, (ii) preserve land with a potential for returning to commercial agriculture, and (iii) affect any other factors relevant in weighing benefits to the general welfare of preserving the current use of property.

(3) If a public benefit rating system is adopted under RCW [84.34.055](#), the county legislative authority shall rate property for which application for classification has been made under RCW [84.34.020](#)(1) (b) and (c) according to the public benefit rating system in determining whether an application should be approved or disapproved, but when such a system is adopted, open space properties then classified under this chapter which do not qualify under the system shall not be removed from classification but may be rated according to the public benefit rating system.

(4) The granting authority may approve the application with respect to only part of the land which is the subject of the application. If any part of the application is denied, the applicant may withdraw the entire application. The granting authority in approving in part or whole an application for land classified or reclassified pursuant to RCW [84.34.020](#)(1) may also require that certain conditions be met, including but not limited to the granting of easements. As a condition of granting open space classification, the legislative body may not require public access on land classified under RCW [84.34.020](#)(1)(b)(iii) for the purpose of promoting conservation of wetlands.

(5) The granting or denial of the application for current use classification or reclassification is a legislative determination and shall be reviewable only for arbitrary and capricious actions.

[1992 c 69 § 6; 1985 c 393 § 1; 1984 c 111 § 1; 1973 1st ex.s. c 212 § 5.]

OPPORTUNITY COUNCIL

1111 Cornwall, Bellingham, WA 98225
734-5121

CHARGE The Opportunity Council supports programs for low income persons; it is a private, non-profit organization and is funded through block grants, local contributions, the United Way, etc.

Executive Director: Greg Winter

COUNCIL REP:

2003: Grant Deger
2004: Grant Deger
2005: Grant Deger
2006: Joan Beardsley
2007: Beardsley/Gischer/Snapp
2008: Stan Snapp
2008: Stan Snapp
2009: Stan Snapp
2010: Stan Snapp
2011: Stan Snapp
2012: Stan Snapp
2013: Stan Snapp
2014: Pinky Vargas
2015: Dan Hammill
2016: April Barker

2017 SCHEDULE:

Board meetings are the 4th Thursday of each month, from 4 - 6 pm in the Opportunity Council conference room.

PARKS AND RECREATION ADVISORY BOARD

CHARGE Per Ordinance 8683, this board "...shall advise the City Council, Mayor, Director of the Department of Parks and Recreation, as well as other city departments, concerning the formulation of policy and implementation, plans and programs calculated to carry out the duties of the department of Parks and Recreation in maintaining City Parks, and providing a program of recreation for the general welfare of the people of the city."

CONTACT Melissa Bianconi, Parks & Recreation

COUNCIL REP: PARKS AND RECREATION COMMITTEE MEMBERS

SCHEDULE Second Wednesday of each month; 7-9:00 AM
Beach Pavilion at Bloedel Donovan Park

POLICE PENSION BOARD

CHARGE Refer to RCW 41.20, below

CONTACT Elisabeth Oakes, City Clerk Representative

COUNCIL REPRESENTATIVE COUNCIL PRESIDENT
(Alternate is Council President Pro Tempore.)

MEETING First Wednesday of each month*; 9:00 a.m., @ TBD

* Meeting may be moved to accommodate holidays.

RCW 41.20.010

Board of trustees—Composition.

(1) The mayor or his or her designated representative who shall be an elected official of the city, and the clerk, treasurer, president of the city council or mayor pro tem of each city of the first class, or in case any such city has no city council, the commissioner who has supervision of the police department, together with three active or retired members of the police department, to be elected as herein provided, in addition to the duties now required of them, are constituted a board of trustees of the relief and pension fund of the police department of each such city, and shall provide for the disbursement of the fund, and designate the beneficiaries thereof.

(2) The police department and the retired law enforcement officers of each city of the first class shall elect three members to act as members of the board. Members shall be elected for three year terms. Existing members shall continue in office until replaced as provided for in this section.

(3) Such election shall be held in the following manner. Not more than thirty nor less than fifteen days preceding the first day of June in each year, written notice of the nomination of any member or retired member of the department for membership on the board may be filed with the secretary of the board. Each notice of nomination shall be signed by not less than five members or retired members of the department, and nothing herein contained shall prevent any member or retired member of the department from signing more than one notice of nomination. The election shall be held on a date to be fixed by the secretary during the month of June. Notice of the dates upon which notice of nomination may be filed and of the date fixed for the election of such members of the board shall be given by the secretary of the board by posting written notices thereof in a prominent place in the police headquarters. For the purpose of such election, the secretary of the board shall prepare and furnish printed or typewritten ballots in the usual form, containing the names of all persons regularly nominated for membership and shall furnish a ballot box for the election. Each member and each retired member of the police department shall be entitled to vote at the election for one nominee as a member of the board. The chief of the department shall appoint two members to act as officials of the election, who shall be allowed their regular wages for the day, but shall receive no additional compensation therefor. The

election shall be held in the police headquarters of the department and the polls shall open at 7:30 a.m. and close at 8:30 p.m. The one nominee receiving the highest number of votes shall be declared elected to the board and his or her term shall commence on the first day of July succeeding the election. In the first election the nominee receiving the greatest number of votes shall be elected to the three year term, the second greatest to the two year term and the third greatest to the one year term. Retired members who are subject to the jurisdiction of the board have both the right to elect and the right to be elected under this section. Ballots shall contain all names of those nominated, both active and retired. Notice of nomination and voting by retired members shall be conducted by the board.

[2012 c 117 § 20; 1988 c 164 § 3; 1973 1st ex.s. c 16 § 1; 1955 c 69 § 1; 1911 c 18 § 1; 1909 c 39 § 1; RRS § 9579.]

PORT OF BELLINGHAM MARINA ADVISORY COMMITTEE (PBMAC)

Port of Bellingham
1801 Roeder Avenue
Bellingham, WA 98225
Phone: (360) 676-2500

CHARGE See attached excerpt from Port of Bellingham Resolution No. 953

CONTACT Dan Stahl, Director of Marine Services

COUNCIL REP

2003: Unassigned
2004: Terry Bornemann
2005: Gene Knutson
2006: Terry Bornemann
2007: Gene Knutson
2008: Jack Weiss
2009: Gene Knutson
2010: Barry Buchanan
2011: Gene Knutson
2012: Gene Knutson
2013: Gene Knutson
2014: Terry Bornemann
2015: Terry Bornemann
2016: Gene Knutson

MEETING SCHEDULE

Every 2nd Tuesday of the month at 6:00 p.m.
Squalicum Harbor Office, Marina Square
722 Coho Way, Bellingham

PORT OF BELLINGHAM MARINA ADVISORY COMMITTEE (PBMAC)

PURPOSE

To serve as a marina advisory board for the Port staff and Port Commission. This committee will address concerns over the policies, direction, and impact of these facilities upon the Whatcom County community. It will maintain awareness of the economic mandate placed upon the Port which affect policy decisions and apply such knowledge in reaching any recommendations which are to be directed to the Harbor Managers and Director of Operations. Specific areas of recommendation shall include an annual review of harbor rates, exploration of possible marina expansion, and general environmental impact associated with marinas.

STRUCTURE

The committee shall consist of a minimum of ten (10) members from both the public and private sectors of the community. Nominees shall be submitted to the Port Commissioners for selection and appointment. Appointed terms will be for three (3) years with the Commission appointing four members to serve for one year, three members for two years, and the final three members serving three years. The City of Bellingham and the City of Blaine governments shall each be invited to appoint an ex officio representative. As each term expires, the following term will be for the full three years. Replacements for unexpired terms will be sought out and selected by the Port Commission. The Harbor Manager(s) will serve as recording secretary and provide reasonable staff/clerical support. Members of the committee shall serve without compensation.

MEMBERSHIP

Membership in PBMAC should represent a diversity of representation as exists in Whatcom County. As a minimum, it shall include representatives from commercial boating tenants, recreational boating tenants, boating club(s), the tribal community, neighborhood interests, environmental sector, those desiring marina expansion, other associated interest groups, and two ex officio positions representing local governments. Additional representatives may be sought if such action is deemed necessary by the Commission.

ORGANIZATION OF COMMITTEE

The committee shall appoint its own chair and vice-chair. It shall conduct its meetings monthly. The agenda will be developed and distributed by the Port staff at the direction of the chair. It shall develop rules of order and basic procedure. The Port legal staff may be consulted for assistance in reviewing such rules and procedures, but such consultation is not required. An annual review of policies and procedures shall be initiated by the chair to provide for updating and modification as the committee sees fit or at greater intervals at the discretion of the committee.

ACTIONS

All recommendations of the committee will be considered advisory. These will receive staff consideration for implementation or otherwise be forwarded to the Director of Operations and on to the Port Commission as appropriate. Should the committee wish to present their opinions to the Port Commission directly they will provide a summary of their position to the Harbor Manager(s) prior to a Commission meeting, so that the Harbor Manager(s) can transmit that to the Commission with staff comments and recommendations. Actions upon such recommendations will be taken at the discretion of the Port Commission.

SISTER CITIES ADVISORY BOARD

CHARGE Provide opportunities for the citizens of Whatcom County to develop relationships and build a sense of community primarily with the peoples of the Pacific Rim.

CONTACT Liz Coogan, Mayor's Office

COUNCIL REPRESENTATIVE

2003: Louise Bjornson
2004: Louise Bjornson
2005: Louise Bjornson
2006: Louise Bjornson
2007: Louise Bjornson
2008: Louise Bjornson
2009: Barbara Ryan
2010: Seth Fleetwood
2011: Seth Fleetwood
2012: Seth Fleetwood
2013: Cathy Lehman
2014: Terry Bornemann
2015: Terry Bornemann
2016: Gene Knutson

MEETING SCHEDULE

Third Tuesday of each month; 6:00 p.m., Mayor's Board Room

SUSTAINABLE CONNECTIONS

1701 Ellis St. Suite 221, Bellingham, WA 98225
647-7093

CHARGE To be the local forum where businesses come together to transform and model an economy built on sustainable practices.

CONTACT Executive Director: Derek Long

COUNCIL REP

2008: Stan Snapp
2009: Terry Bornemann
2010: Terry Bornemann
2011: Terry Bornemann
2012: Michael Lilliquist
2013: Michael Lilliquist
2014: Michael Lilliquist
2015: Terry Bornemann
2016: Dan Hammill

MEETING SCHEDULE

Third Tuesday of each month.

Meetings are held 5:30-7:30 pm at the Sustainable Connections offices.

TOURISM COMMISSION/ALLOCATION SUBCOMMITTEE

CHARGE It is the responsibility of the Tourism Commission to prepare recommendations for the Mayor and City Council regarding policies, programs and activities which enhance the tourism and visitor industry in the City of Bellingham and surrounding area and to report quarterly on progress. The Commission through an Allocations Subcommittee shall also advise the Mayor and the City Council on the appropriate and timely use of City Lodging Tax Funds (Refer to establishing Ordinance 10890, attached).

Contact: Shannon Taysi, Planning & Community Development

COUNCIL REP The **FINANCE COMMITTEE CHAIR or other designee** will be appointed as the elected official of the municipality who shall serve as chair of the allocation subcommittee.

MEETING SCHEDULE

4th Tuesday of the month, 3:00 – 5:00 p.m., at the Old Museum Conference Room.

WHAT-COMM/PROSPECT COMMUNICATIONS (911) ADMINISTRATIVE BOARD

CHARGE

The Board is authorized to establish broad policy guidelines for the operation of the What-Comm and Prospect Communication Centers; authorize the financial contributions of the participating user groups; approve new agencies who wish to join; serve as final resolution for policy disputes; and locate and lease facilities for the Centers. Members include 9 voting members; the Whatcom County Executive; the Whatcom County Sheriff; the City of Bellingham Mayor; the Chairperson of the County Council Finance Committee; the Chairperson of the Bellingham City Council Public Safety Committee; the City of Bellingham Police Chief, one elected mayor or council person to represent the general authority law enforcement agencies of the various county cities, to be chosen by them; one elected fire commissioner to represent all of the rural fire districts, chosen by them; and one Fire Chief from the Whatcom County Fire Chief's Association, to be chosen by them. The City of Bellingham Fire Chief serves as a non-voting member.

CONTACT Julie Knight, WHAT-COMM, 778-8903

SCHEDULE

Meets annually, last Thursday of September, 1-3:00 pm (location to be announced)

WHAT-COMM COMMUNICATIONS ADMINISTRATIVE BOARD

CHARGE The What-Comm communications Center Interlocal Agreement establishes the purpose, composition, authority and responsibilities of the Board and the Center

FREQUENCY OF MEETINGS:

The Board is mandated to meet quarterly.

COUNCIL REP: PUBLIC WORKS/PUBLIC SAFETY COMMITTEE CHAIR

WHATCOM TRANSPORTATION AUTHORITY (WTA)

4111 Bakerview Spur
Bellingham, WA 98226
360-676-7433

CHARGE Serve as City Council liaison to the WTA

WTA's mission is to enhance our community by:

- Delivering safe, reliable, efficient and friendly service.
- Offering environmentally sound transportation choices.
- Providing leadership in creating innovative transportation solutions.
- Partnering with our community to improve transportation systems.

Director: Richard Walsh

COUNCIL REPS

2003: Barbara Ryan, Louise Bjornson
2004: Barbara Ryan, Louise Bjornson
2005: Barbara Ryan, John Watts
2006: Barbara Ryan, John Watts
2007: Barbara Ryan, Beardsley/Gischer/Snapp
2008: Barbara Ryan, Stan Snapp
2009: Barbara Ryan, Jack Weiss
2010: Jack Weiss, Stan Snapp
2011: Jack Weiss, Stan Snapp
2012: Jack Weiss, Stan Snapp
2013: Jack Weiss, Stan Snapp
2014: Jack Weiss, Roxanne Murphy
2015: Jack Weiss, Roxanne Murphy
2016: Roxanne Murphy and Michael Lilliquist

MEETING SCHEDULE

Full Board meetings are the 3rd Thursday of each month, 8:00 a.m., at
Whatcom County Council Chambers, 311 Grand Ave, Bellingham WA 98225