

AGENDA

**BELLINGHAM PUBLIC DEVELOPMENT AUTHORITY MEETING
TUESDAY, MARCH 16, 2010
12 P.M. – 1:30 P.M.
Mayor's Board Room, City Hall, 210 Lottie Street, Bellingham**

CALL TO ORDER

ATTENDANCE

OPEN PUBLIC COMMENT PERIOD

Citizens may speak informally to the Board on subjects not scheduled for public hearing. Each speaker is allowed a maximum of three minutes. A copy of any written comments for the Board should be provided to the Administrative Assistant, preferably before the meeting.

APPROVAL OF PRIOR MINUTES

ACTION: Approval of minutes of the February 16, 2010 regular board meeting.

ADMINISTRATIVE MATTERS & BOARD ACTIONS

ACTION: Motion or approval directing Executive Director to release Grant Research Consultant RFP.

ACTION: Adoption of BPDA Management Policies and Procedures.

COMMITTEE REPORTS: FINANCE AND OPERATIONS COMMITTEE

NEW BUSINESS

EXECUTIVE DIRECTOR'S REPORT

1. City-BPDA coordination.
 - a. Capital Facilities Task Force presentation.
 - b. Finance Dept accounting support services, project (job costing) accounting system.
2. Federal Building.
 - a. BPDA office update.
 - b. Third party property management services (scope of services).
3. Strategic Plan and Property Due Diligence.
 - a. Strategic Planning Committee – makeup and schedule.
 - b. Waterfront ASDEIS update and Waterfront master development plan schedule.
 - c. Preliminary Development Concepts – stakeholder (property owner) meetings.
 - i. Stakeholder (property owner) meetings.
 - ii. Army Street Project Concept Plan.

BUSINESS CARRIED FORWARD FROM PRIOR MEETINGS

1. Property Conveyances and Assemblages: Update
 - a. Federal Building management agreement and Army Street parcel transfer documents.
 - b. R.G. Haley – continues.
 - c. Upcoming – 600 West Holly and Cornwall/Maple parcels.

2. Graphics and communications program:
 - a) Double M Design Ranch presentation on refined alternatives.
 - b) Selection of preferred alternative.

ADJOURNMENT

For additional information, please contact Jim Long at 778-8274.

FOR CITIZENS WITH SPECIAL NEEDS, the Mayor's Board Room is fully accessible. For additional accommodations, persons are asked to contact Alison Henshaw at 778-8370 at least 3 working days in advance of the meeting. Thank you.