

AGENDA

**BELLINGHAM PUBLIC DEVELOPMENT AUTHORITY MEETING
TUESDAY, DECEMBER 15, 2009
12 P.M. – 1:30 P.M.
Bellwether Building, Suite 110, 11 Bellwether Way, 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

1. ACTION: Approval of minutes of the November 17, 2009 regular board meeting.

ADMINISTRATIVE MATTERS & BOARD ACTIONS

1. ACTION: Approval of Resolution 2009-7 Setting Meeting Dates for 2010.
2. Documents relating to BPDA set-up (Exec Dir, Admin Asst)

COMMITTEE REPORTS: FINANCE AND OPERATIONS COMMITTEE

1. BPDA (COB) 2010 budget approval status (Exec Dir)

BUSINESS CARRIED FORWARD FROM PRIOR MEETINGS

1. Property Acquisitions & Assemblage
 - a) Update on transfers of city-owned properties to the BPDA (City Attorney)
 - b) Update on property exchanges between City and Port (City Attorney)
2. Graphics and communications program (Exec Dir)

NEW BUSINESS

- a) Expansion of BPDA role relating to economic development, waterfront development support (Exec Dir)
- b) City – BPDA Service Agreement relating to property due diligence and strategic planning (Exec Dir)
- c) Release of New Whatcom Redevelopment Addendum to Supplemental Draft EIS (Exec Dir)

EXECUTIVE DIRECTOR'S REPORT

1. Strategic Plan
 - a) BPDA Mission Statement
 - b) Waterfront District Strategies
 - c) Next steps
2. Work-in-Progress
 - a) BPDA Office Space
 - b) General Management and Administrative Policies

3. Upcoming Work

- a) Property Due Diligence/City-BPDA Service Agreement
- b) Coordination with COB Finance Department – BPDA Set-up
- c) Independent Accounting/RE Finance Services RFP
- d) Independent Grant Services RFP

ADJOURNMENT

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

FOR CITIZENS WITH SPECIAL NEEDS, the Bellwether Building 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.