

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

August 23, 2022
6:00 PM

Remote Access Only
Zoom Meeting ID: 335 903 0010
Zoom Call-In: (253) 215-8782
BKAT Live Stream

Call to Order

Approval of Agenda

Consent Items

All matters listed under Consent Items have been distributed to each member of the Commission for reading and study, are considered to be routine, and will be enacted by one motion of the Commission with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Items and placed under Action Items by request.

- A. Minutes of the regular business meeting of August 9, 2022.
- B. Payment of checks #901588 through #901591 and #901592 through #901596 and #901597 through #901599 and #E01107 and #E01111 through #E01117 and #84001 through #84019 and #901600 through #901602 and #901603 and #901604 and #901605 and #E01119 through #E01124 and #84020 through #84035 from the General Fund for \$330,709.75; #E01108 through #E01110 and #83998 through #84000 and #E01118 from the Construction Fund for \$732,749.00.

Work Study Session

1. 2023 Budget – Allocation of Port Resources to Community Agencies/Groups

Citizen Comments: *Open to the public for comment. Speakers are asked to keep their comments to less than 3 minutes. Please feel free to submit further comments in writing to the Clerk of the Board.*

Action Items

1. Resolution 2022-04 authorizing application for a CERB Planning Grant for Design and Engineering for Sewer Main Replacement in Olympic View Industrial Park.

Staff Reports

Commission Reports / New Business

Executive Session *(if necessary)*

Adjournment

Regular business and other meetings that may be attended by members of the Board

<u><i>Date</i></u>	<u><i>Time</i></u>	<u><i>Meeting</i></u>
<i>08/23</i>	<i>6:00 pm</i>	<i>*Commission Regular Meeting via ZOOM</i>
<i>08/31</i>	<i>9:00 am</i>	<i>Port of Bremerton Leadership Retreat</i>
<i>09/13</i>	<i>10:00 am</i>	<i>*Commission Regular Meeting via ZOOM</i>

Meetings are subject to change or cancellation

**Denotes events in which two (2) or more Commissioners may attend*

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

MINUTES

August 9, 2022
10:00 AM

Remote Access Only
Zoom Meeting ID: 335 903 0010
Zoom Call-In: (253) 215-8782
BKAT Live Stream

Commissioners and Staff Present

Commissioners
Axel Strakeljahn
Gary Anderson
Cary Bozeman

Staff Members
Jim Rothlin
Fred Salisbury
Jeremiah Wiley
Arne Bakker
James Weaver
Ginger Waye
Taylor Korizon
Anne Montgomery, Atty

Call to Order

President Strakeljahn called the meeting to order at 10:00 a.m.

Approval of Agenda

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the regular business meeting and executive session of July 26, 2022.
- B. Payment of checks #901585 through #901586 and #901587 and #E01081 and #83908 and #83911 through #83932 and #E01082 through #E01091 and #E01092 and #E01094 through #E01106 and #83935 through #83997 from the General Fund for \$717,712.73; #83905 through #83907 and #83909 through #83910 and #E01093 and #83933 through #83934 from the Construction Fund for \$1,138,727.10.

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Bremerton Pilots Association (BPA) Youth Aviation Scholarship Update

Doug Haughton, BPA President, introduced Kevin Hurley, BPA Scholarship Liaison. Mr. Hurley provided background on the scholarship program stating it is at no-risk to the Port as scholarships are not awarded until completion of the program. Mr. Hurley responded to questions and comments from the Board and expressed BPA's appreciation for the Port's continued support of the scholarship program.

Citizen Comments - None

Action Items

1. Land Lease Agreement with CHS, Inc.

Presented by Arne Bakker, Director of Business Development

Following presentation, including a site plan visual, and discussion;

It was moved by ANDERSON, seconded by STRAKELJAHN to:

Approve the Lease Agreement between CHS, Inc. and the Port of Bremerton

MOTION CARRIES, 3-0

2. Consultant Agreement with Pioneer Technologies Corporation for Port Orchard Properties Environmental Remediation

Presented by James Weaver, Director of Marine Facilities

Following PowerPoint presentation and full discussion including comments by Joel Hecker with Pioneer Technologies;

It was moved by ANDERSON, seconded by BOZEMAN to:

Approve the Port Orchard Properties environmental remediation agreement with Pioneer Technologies and authorize the CEO to execute the agreement.

MOTION CARRIES, 3-0

Staff Reports

Jim Rothlin, Chief Executive Officer

- Welcomed attorney Stacey Saunders who is filling in for Port Attorney Anne Montgomery.
- Congratulated the following Port staff on reaching employment achievements this month:
 - Jim Garcia, Airport Maintenance Lead, reached his 21st anniversary
 - Stephanie Frame, Administrative Assistant, celebrated one year with the Port
 - Lee Howell was promoted to Marina Port Maintenance I

- Currently interviewing for the vacant Airport Manager position; hoping to have someone in place by September 1.
- Provided an update on the following projects:
 - Taxiway Relocation / Apron Rehabilitation which is in the third and final phase.
 - PAPI (Precision Approach Path Indicator) installation which replaces the current incandescent lighting to LED.
- Described the recent Mustangs on the Waterfront car show in Port Orchard and announced the upcoming Saints Car Club Cruz on August 14 which is also being held in downtown Port Orchard.
- Reported on Congressman Derek Kilmer's visit to the Port Orchard Marina to discuss funding opportunities for the breakwater replacement project and to walk the facility to get a visual of the breakwater's condition.
- Recently provided a successful presentation to Kiwanis Club of Port Orchard.

Commission Reports / New Business

Commissioner Bozeman

- Was fortunate to sit in for Commissioner Anderson during Congressman Kilmer's visit to the Port Orchard Marina breakwater. Felt it was a good education for the Congressman and a reminder that the Port needs to get the breakwater replaced.
- Received an email and phone call from a Bremerton Marina tenant and thanked Director of Marine Facilities James Weaver for his quick action on it.

Commissioner Anderson

- Thanked Commissioner Bozeman for standing in for him during the Congressman's visit and agreed that there is an urgency in getting the breakwater replaced.
- Reiterated Mr. Rothlin's announcement of the Cruz car show being held on Sunday, August 14 noting that the weather is anticipated to be around 80 degrees so the event should be well attended.

Commissioner Strakeljahn

- Reported on the recent Puget Sound Regional Council Executive Committee meeting.
- Stated that Kitsap Public Facilities District is working with Department of Commerce on an ILA for a feasibility study for the public portion of the Circuit of the Northwest project.

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 10:57 a.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
August 18, 2022

Cary Bozeman
Commission Secretary
August 23, 2022

Draft

PORT OF BREMERTON

AGENDA SUMMARY

Agenda Item No: Action Item #1

Subject: Authorization for application for CERB Planning Grant for Design and Engineering for Sewer Replacement

Exhibits: Resolution 2022-04

Prepared By: Arne Bakker, Director of Business Development

Meeting Date: August 23, 2022

Summary:

The Port is in the process of applying for a CERB Planning Grant to help fund the design and engineering of 1400 linear feet of sewer and roadway improvement that is in need of replacement. As a threshold requirement, the Port is to pass a resolution as the local government authorizing a CERB (Community Economic Revitalization Board) Application.

This resolution states the Port's position as to why this project is required. The goal of the grant is to execute the design and engineering of the, much needed, sewer replacement and roadway improvement including accessible sidewalks, along Imperial Way SW. These improvements need to be made in order to provide infrastructure improvement for existing and new tenants in the Olympic View Industrial Park. The total costs of the study will be approximately \$62,500 with the CERB portion to supplement \$50,000 and the work is anticipated to be performed by NL Olson & Associates, Inc.

Fiscal Impact:

Capital Budget for 2022. \$12,500 which will come from the Site Utility & Building Improvement fund

Strategic Purpose:

This action conforms with the Port's strategic plan in Goal 2.b. to pursue cost efficiencies throughout the Port.

Recommendation:

Staff recommends the approval of Resolution 2022-04 authorizing an application to the State of Washington CERB for financial assistance for design and engineering of the sewer replacement and roadway improvements.

Motion for Consideration:

Move to approve Resolution 2022-04 authorizing an application to the State of Washington CERB for financial assistance for design and engineering of the sewer replacement and roadway improvements.

**PORT OF BREMERTON
KITSAP COUNTY, WASHINGTON
RESOLUTION NO. 2022-03
DATED: July 26, 2022**

A **RESOLUTION** of the Board of Commissioners, Port of Bremerton (“Port”) authorizing an application to the State of Washington Community Economic Revitalization Board for financial grant assistance leading to preparation of the design and engineering for the replacement of 1400 linear feet of sewer main in the Olympic View Industrial Park (the “Project”).

WHEREAS, the Project is focused on the replacement of the sewer main and roadway improvements along Imperial Way SW., and

WHEREAS, the design and engineering of the Project will be completed by NL Olson & Associates, Inc, and

WHEREAS, the grant, if received, will allow the Port to commence with the design and engineering for the Project in 2022 and commence with construction in 2023 in order to better service existing and future tenants, and

WHEREAS, the Port has limited funds for the design and engineering of the Project.

NOW, THEREFORE, BE IT RESOLVED, by the Port Commission of the Port of Bremerton, that the Port shall apply to the State of Washington Community Economic Revitalization Board for a \$50,000 grant to assist in the Project’s design and engineering by NL Olson & Associates, Inc., and that the Port’s contribution to the design and engineering contract would be \$12,500.

ADOPTED by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 23rd day of August, 2022, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

Commission President

Commission Vice President

ATTEST:

Commission Secretary