

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

MINUTES

July 9, 2019
10:00 AM

Bill Mahan Conference Room
Port Administration Offices
Bremerton Nat'l Airport Terminal Bldg
8850 SW State Hwy 3, Bremerton

Commissioners and Staff Present

Commissioners

Larry Stokes
Cary Bozeman
Axel Strakeljahn

Staff Members

Jim Rothlin
Fred Salisbury
Sherman Hu
Arne Bakker
James Weaver
Warren Hendrickson
Ginger Waye
Anne Montgomery, Atty

Call to Order

President Stokes called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

Approval of Agenda

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the regular business meeting of June 11, 2019.
- B. Payment of checks #79583 through #79584 and #79587 through #79626 and #901021 through #901023 and #901024 through #901026 and #79635 through #79702 from the General Fund for \$219,648.64; #79585 through #79586 and #79627 through #79634 from the Construction Fund for \$191,293.42.

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Federal Emergency Management Agency (FEMA) – The Role of FEMA in an Emergency

Airport Manager Warren Hendrickson introduced Patrick Wright, Washington State Department of Transportation (WSDOT) Aviation Division Emergency Planner. Mr. Wright outlined the presentation objective and introduced Randy Branson, FEMA Region 10 Logistics Planner and Ray Madrid, Washington Emergency Management Division.

Mr. Branson provided background on FEMA's goal to approach critically located airports and/or fairgrounds, etc., to request bringing in commodities during disaster events (other than Cascadia subduction zone earthquake which will be all holds barred and whatever is available gets used).

Using PowerPoint to highlight, Mr. Branson discussed the following responding to Board questions throughout:

- FEMA is seeking permission to establish a Memorandum of Agreement (MOA) to use Bremerton National Airport (BNA) for disaster response support.
- Described FEMA staging areas and the post-Katrina Emergency Management Reform Act of 2006 which provides FEMA the authority to begin moving forward with commodity response if FEMA anticipates it will be needed.
- Provided FEMA staging area definitions for Incident Support Base (ISB) and Federal Staging Area (FSA) that functionally operate the same.
- Showed a map highlighting the location of the ten distribution centers throughout and outside the continental United States.
- Described the flow of commodities from the distribution centers through the ISB's; to FSA's (which BNA would become); then to Points of Distribution (POD's). He noted that if the State needed BNA for a State Staging Area, FEMA would co-locate with the State.
- Showed aerial photos of sample ISB staging areas and described the daily trailer loads required to deliver commodities (Initial Resource Response (IRR) Packages) and the acreage required for staging areas.
- Also included in the MOA would be another type of staging area for a Responder Camp which houses FEMA employees and responders during an incident.

Mr. Branson reiterated FEMA's request for the Port to continue discussions with FEMA and move toward a Memorandum of Agreement.

Commissioner Strakeljahn stated he has attended several regional resiliency and emergency presentations over the last couple of years and he believes BNA is the best strategically placed airport on the Kitsap Peninsula making this the right place for FEMA to be able to support the entire region.

The Board directed staff and legal to continue working with FEMA to develop a Memorandum of Understanding to bring before the Board for approval at a future meeting.

2. 2019 Paris Air Show – Tim Thomson, Kitsap Aerospace & Defense Alliance (KADA)
Co-Chair

Mr. Thomson distributed KADA's marketing booklet that was presented to prospective businesses the delegation met with at the Paris Air Show (PAS) along with copies of the meeting schedule, list of delegation members, and work plan.

Using PowerPoint, Mr. Thomson provided detail on the 2019 PAS business development mission:

- Team of four attended: Commissioner Strakeljahn, Kitsap County Commissioner Charlotte Garrido, KADA co-chairs John Powers and Tim Thomson
- Stayed consistent with mission objectives of previous air shows
- Schedule of significant events
- Nantes pre-airshow trip – Commissioner Strakeljahn discussed detail and value of the pre-trip he and Commissioner Garrido attended
- Washington State delegation which was the largest for any of the airshows KADA has attended
- Significant players within the delegation
- Delegation reception and Washington State booth
- Chalet meetings. One of those meetings was with Raytheon – John Powers introduced Anna-Reyes Potts, general manager of TMF Inc, a local supplier to Raytheon. She explained the 5-star supplier excellence award TMF received from Raytheon last spring. She shared Raytheon's press release related to the award.
- Aerospace industry reception
- Primary recruitment meetings
- Recognized KADA sponsors and administrative staff

Mr. Thomson responded to Board questions with full discussion about what has been learned about deficiencies and what could be used to provide more of an opportunity to attract companies.

Mr. Thomson announced this was his last airshow as he will be resigning as co-chair at the end of this year; he thanked the Board for providing him this opportunity following his retirement from the Port as CEO.

The Board thanked Mr. Thomson for his dedication; his expertise has been invaluable, and it will be a tremendous loss.

President Stokes recessed the meeting at 11:30 a.m. for a short break reconvening at 11:35 a.m.

Citizen Comments

Roger Gay, South Kitsap Taxpayer

- Spoke to the FEMA presentation stating he's glad it is being brought to the forefront but is disappointed it is just getting started now and would like the public to know more.

- Waiting for tangible results from the airshow and would like to have answers as to what is needed and where do we go from here.

Action Items

1. Bid Award for NE Campus Lot 2 Building Project to Henderson Partners, LLC
Presented by Arne Bakker, Director of Business Development

Following presentation and discussion;

It was moved by BOZEMAN, seconded by STOKES to:

Award the NE Campus Lot 2 Building Project to Henderson Partners, LLC in the amount of \$1,615,688 and authorize the CEO to execute the contract and issue the Notice to Proceed.

MOTION CARRIES, 3-0

2. Amendment 3 to Consultant Agreement with Soundwest Engineering for NE Campus Lot 2 Building Project for Construction Administration Services
Presented by Arne Bakker, Director of Business Development

Following presentation and discussion;

It was moved by BOZEMAN, seconded by STOKES to:

Approve Amendment 3 to the Consultant Agreement Scope of Work for the NE Campus Lot 2 Building with Soundwest Engineering Associates for construction administration in the amount of \$95,588 and authorize the CEO to execute the amendment.

MOTION CARRIES, 3-0

3. Memorandum of Understanding with Kitsap Transit for use of Department of Natural Resources (DNR) Aquatic Lands Area within the Port Management Agreement (PMA) Area
Presented by James Weaver, Director of Marine Facilities

Following presentation;

It was moved by BOZEMAN, seconded by STOKES to:

Approve the Memorandum of Understanding with Kitsap Transit for use of the passenger ferry dock area identified within Survey Project 17067 of the existing Department of Natural Resources / Port of Bremerton Port Management Agreement and authorize the CEO to execute the MOU.

MOTION CARRIES, 3-0

4. Bid Authorization for Olympic View Industrial Park (OVIP) Building #5 Roof Replacement Project

Presented by Fred Salisbury, Chief Operations Officer

Following presentation and discussion;

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Authorize Port staff to go to bid for the OVIP Building #5 Roof Replacement Project

MOTION CARRIES, 3-0

5. Interlocal Agreement between Port of Bremerton, City of Bremerton, and Mason County for Puget Sound Industrial Center-Bremerton (PSIC) Sewer Connection Study

Presented by Jim Rothlin, Chief Executive Officer

Following presentation and discussion which included Commissioner Stokes concerns that the Port does not yet have a letter from Mason County stating that if the Port agrees to connect, it would not be charged a service fee for not being within County limits.

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Interlocal Agreement related to participation in Executive and Technical Committees providing project design oversight to the PSIC-Bremerton to Belfair sewer connection project.

MOTION CARRIES, 2-1: Yes - Strakeljahn and Bozeman; No - Stokes

Commission New Business - None

Staff Reports

Jim Rothlin, Chief Executive Officer

- Staff is working overtime on summer construction projects and airport and marina events along with homeless issues on the boardwalks at the marinas. There was discussion with the Board on working with the cities and transit agency to make a safe environment and protect our investments. It was noted that Port staff is being very proactive and keeping communication open with both police departments. Additional security is also under consideration.
- Confirmed the Port will hold a community presentation to remind people of what goes on at the Port and its economic impact and how that affects the community and region. The event will be held in the mid-October to mid-November timeframe.

Commission Reports

Commissioner Bozeman

- Reported on Puget Sound Regional Council (PSRC) meeting during which an aviation forecast was received showing regional demand may more than double in the next 20 years. Expectation is for SeaTac to reach capacity, so a study is in process to look at other airfields/airports to accommodate this growth. CEO Rothlin commented that Airport Manager Warren Hendrickson is being invited to sit on a committee studying this issue, so the Port will have a seat at the table.

Commissioner Strakeljahn

- Thankful to represent the State and community at the Paris Air Show
- Will be attending the PSRC Economic Development Board meeting on July 10.

Commissioner Stokes

- Attended the Fathoms O' Fun parade and activities and expressed his disappointment in the lower than usual amount of guest moorage in Port Orchard. Director of Marine Facilities James Weaver explained that two yacht clubs were scheduled to be there, but rainy weather came in so participation within those clubs was low; it was also a mid-week holiday. The previous weekend both marinas were completely full for the Bridge Blast event.

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 12:20 p.m.

Submitted,



Jim Rothlin
Chief Executive Officer
August 8, 2019

Approved,




Axel Strakeljahn
Commission Secretary *v.p.*
August 13, 2019

