

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

February 25, 2020
6:00 PM

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

Call to Order

Pledge of Allegiance

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 and executive session of February 11, 2020.
- B. Payment of checks #80867 through #80895 and #E00005 through #E00007 and #901122 through #901124 and #80899 from the General Fund for \$66,851.45; #80863 through #80866 and #80896 and #80897 and #80898 from the Construction Fund for \$220,756.05. Void Check #80897.

Information Items

- 1. Kitsap Public Utility District (KPUD) presentation on broadband capabilities / opportunities on Port properties – Angela Bennink, KPUD Telecom Business Manager

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. Authorization to Bid for South Hangar Site Development Project (Phase 1)

Commission New Business

Staff Reports

Commission Reports

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>02/25</i>	<i>12:30 pm</i>	<i>Kitsap Aerospace & Defense Alliance Steering Committee</i>
<i>02/25</i>	<i>6:00 pm</i>	<i>*Commission Regular Meeting – Bill Mahan Conference Rm</i>
<i>02/27</i>	<i>10:00 am</i>	<i>Puget Sound Regional Council (PSRC) Executive Board</i>
<i>03/06</i>	<i>8:00 am</i>	<i>PSRC Regional Connections Tour of Snohomish County</i>
<i>03/10</i>	<i>10:00 am</i>	<i>*Commission Regular Meeting – Bill Mahan Conference Rm</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

February 11, 2020
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

Cary Bozeman
Axel Strakeljahn
Gary Anderson

Staff Members

Jim Rothlin
Fred Salisbury
Arne Bakker
James Weaver
Ginger Waye
Anne Montgomery, Atty

Call to Order

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

Approval of Agenda

It was moved by STRAKELJAHN, seconded by ANDERSON to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the regular business meeting of January 14, 2020 and the special meeting of January 22, 2020.
- B. Payment of checks #901109 through #901111 and #80743 and #80744 through #80790 and #901112 and #80791 through #80792 and #901113 through #901115 and #901116 and #901117 through #901118 and #901119 and #80798 through #80831 from the General Fund for \$350,956.58; #80793 through #80797 from the Construction Fund for \$190,301.27.

Payment of checks #E00001 through #E00004 and #80833 through #80861 and #80862 and #901120 through #901121 from the General Fund for \$70,667.93; #80832 from the Construction Fund for \$374.00.
- C. Ratification of Kitsap Regional Coordinating Council (KRCC) Interlocal Agreement (ILA) approved by the KRCC Board on February 4, 2020.

It was moved by STRAKELJAHN, seconded by ANDERSON to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Citizen Comments

Roger Gay, South Kitsap Taxpayer

- Understood it was discussed at previous Special Meeting but questioned whether it was perception or an actual violation of the Open Public Meetings Act (OPMA) having two Commissioners speak at a recent Kitsap Public Facilities District (KPFDD) meeting in support of the STEM and EVOG (emergency vehicle operators course) projects. He also spoke to his concern over the potential for the Port to bond for those projects. As a taxpayer, he feels the Port is not being open and transparent.

Commissioner Bozeman disagreed that the Port is not being transparent and explained the situation at the KPFDD meeting.

Commissioner Strakeljahn addressed the bonding concern stating the Board had previously discussed bonding but it had not been discussed recently due to the change in commissioners. He deferred to the Port Attorney on the perception of a violation of the OPMA.

Port Attorney Anne Montgomery stated that even though there was a perception of a violation, it was not. There was no action taken and no decisions made. Reiterated to the Board that in order to avoid that perception, it would be a good idea to put out a notice when two or more commissioners speak at the same event.

Action Items

1. Port Orchard Marina Breakwater Short-Term Moorage Agreement with Kitsap Transit
Presented by James Weaver, Director of Marine Facilities

Following presentation and discussion with the Board and Port Attorney;

It was moved by ANDERSON, seconded by STRAKELJAHN to:

Approve a short-term moorage agreement with Kitsap Transit

MOTION CARRIES, 3-0

2. Engineering Contract with Soundwest Engineering Associates for Puget Sound Industrial Center-Bremerton (PSIC-Bremerton) Site Development Final Design
Presented by Fred Salisbury, Chief Operations Officer

Following presentation (including PowerPoint);

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve the engineering contract with Soundwest Engineering Associates and authorize the CEO to execute the contract.

Following discussion;

MOTION CARRIES, 3-0

3. Bid Award to Correct Equipment, Inc., for Olympic View Industrial Park (OVIP) Influent Pump Station Upgrade Project
Presented by Fred Salisbury, Chief Operations Officer

Following presentation and full discussion;

It was moved by STRAKELJAHN, seconded by ANDERSON to:

Approve the bid award to Correct Equipment, Inc. and authorize the CEO to execute the contract and issue a Notice to Proceed.

MOTION CARRIES, 3-0

Commission New Business - None

Staff Reports

James Weaver, Director of Marine Facilities

- Reported on the success of the Port's presence at the 2020 Seattle Boat Show and provided detail on upgrades to the booth which was felt to have contributed to higher attendance at the booth even though there was lower overall attendance at the show. Discussed focus and results along with benefits of handing out the boater bags. There was discussion with the Board on the potential for selling advertising on the bags to offset the cost.

Anne Montgomery, Port Attorney

- Provided a memo to the Board in follow-up to their previous request for an opinion on the liability issues regarding a security contract for the marinas. She read portions of the memo that explained reasoning on why the Port would be clear of issues when hiring an outside security company.

Jim Rothlin, Chief Executive Officer

- Provided an update on construction of the NE Campus Building Lot 2 which is progressing nicely. There will be a ribbon-cutting ceremony scheduled upon project completion.
- Port staff visited Universal Technical Institute (UTI) which is interested in a partnership with the STEM facility. Background info on UTI was provided and it was noted they will be visiting the property in March. There was discussion on coordination with high schools.
- Arne Bakker, Director of Business Development, attended the recent Pacific Northwest Aerospace Alliance (PNAA) Annual Conference and spent time in the booth with a focus on connecting with those companies met in the past or that are interested in this area. Commissioner Strakeljahn also met with German companies at the conference. There are plans to attend the upcoming Aerospace & Defense Summit.
- Will be meeting with Congressman Derek Kilmer to discuss the potential for federal funding assistance for the Port Orchard Marina (POM) Breakwater. The Port is already looking at state assistance and grant funding but there is still a gap. Commissioner Anderson will also attend the meeting as POM is in his district.
- Met with Port Orchard Mayor Putaansuu to discuss future development plans mainly along the waterfront. The Mayor will attend the Port's March 10 meeting to present those ideas.

Commission Reports

Commissioner Strakeljahn

- Thanked the community in Port Orchard for attending the boat show. While at the show, he talked with Washington State Recreation & Conservation Office representatives to set groundwork for Port Orchard Marina breakwater grant opportunities.
- Attended PNAA and met with two German companies.
- Attended Puget Sound Clean Air Agency's Public Hearing on the Clean Fuel Standard and was disappointed in the public turnout.
- Reported on topics discussed at a recent dinner meeting he attended in honor of a visit by Acting Assistant Secretary of the Navy Lucian Niemeyer.

Commissioner Bozeman

- Was able to listen to a recent conversation by members of the Board of Trustees for the Aspen Institute during which 90% of the discussion was on climate change. They see it as an immediate issue that has the potential to be catastrophic.

Executive Session

President Bozeman recessed the meeting at 10:55 a.m. and reconvened into executive session at 11:00 a.m. for approximately 15 minutes regarding: real estate [RCW 42.30.110(1)(c)]. At 11:15 a.m., executive session was extended 15 minutes.

At 11:30 a.m. the regular meeting was reconvened.

Adjournment

There being no further business before the Board, the meeting was adjourned at 11:30 a.m.

Submitted,

Jim Rothlin
Chief Executive Officer
February 20, 2020

Approved,

Gary Anderson
Commission Secretary
February 25, 2020

Draft

PORT OF BREMERTON
BOARD OF COMMISSIONERS
EXECUTIVE SESSION

MINUTES

February 11, 2020
11:00 AM

CEO Office
Port Administration Offices
Bremerton Nat'l Airport Terminal Bldg
8850 SW State Hwy 3, Bremerton

Call to Order

President Bozeman called the executive session to order at 11:00 a.m., February 11, 2020.

Commissioners and Staff Present

Commissioners
Cary Bozeman
Axel Strakeljahn
Gary Anderson

Staff Members
Jim Rothlin
Fred Salisbury
Anne Montgomery, Atty

Item #1: Real estate issues were discussed [RCW 42.30.110(1)(c)].

With no further business to come before the Board, the meeting was adjourned into regular session at 11:30 a.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
February 20, 2020

Gary Anderson
Commission Secretary
February 25, 2020

PORT OF BREMERTON
AGENDA SUMMARY

Agenda Item No: Action Item #1
Subject: Authorization to Bid – South Hangar Development (Phase 1)
Exhibits: None
Prepared By: Fred Salisbury, COO
Meeting Date: February 25, 2020

Summary:

On January 22, 2019 the Port Commission authorized the engineering of the South Hangar Site Development project. The engineering, design and environmental reviews (NEPA and SEPA) have been completed. Final site development and FAA 7460-1 are in the final approval stages. Century West has prepared bid documents and the project is ready to advertise. The project consists of the site development grading for Phase 1 (three corporate hangars to be constructed by others), construction of a taxi lane and hangar apron, and construction of an access road, extension of utilities (water and power), sewer septic tank and drain field, and stormwater improvements which will serve both Phase 1 and Phase 2.

The estimated project cost for Phase 1 is estimated at \$1.8M. The proposed bid period would be from March 4th through April 2nd with a recommendation for award on April 14th. The construction is estimated to take six months.

Fiscal Impact:

The 2020 Airport Capital Budget has \$2,067,526 for this project.

Strategic Purpose:

Goal 1 – Be a significant leader in promoting the local economy and job growth both on and off Port Assets.

Recommendation:

Staff recommends the authorization to go to bid for the South Hangar Development Project (Phase1)

Motion for Consideration:

Move to authorize Port staff to go to bid for the South Hangar Development Project (Phase 1).