

**PORT OF BREMERTON**  
**BOARD OF COMMISSIONERS**  
**REGULAR BUSINESS MEETING**

**A G E N D A**

July 9, 2013  
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 of June 25, 2013.
- B. Payment of checks #            through #            from the Construction Fund for \$            ; and checks #            through #            , #            through #            , and #            through #            from the General Fund for \$            ; and the payment of payroll taxes for \$            .

**Information Items** - None

**Work Study Session** - None

**Citizen Comments:** *Open to the public for comment on subjects not listed on the agenda. Speakers are asked to keep their comments to less than 3 minutes. A Commissioner may request to waive the 3 minute time limit. Please feel free to submit further comments in writing.*

**Action Items**

- 1. Lease Amendment with Robinson, Carlson & Vergeer

**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>
7/09/13	6 pm	*Commission Business Meeting (includes Study Session) – Conf. Rm
7/11	9:30 am	Puget Sound Regional Council (PSRC) TransPol Board
7/11	2:30 pm	Kitsap Regional Coordinating Council (KRCC) TransPOL & TAC
7/15	7 pm	Kitsap Ports – Port of Silverdale
7/18	3:30 pm	Kitsap PSRC Coordination Telecon
7/23	9 am	KRCC Executive Board
7/23	6 pm	*Commission Business Meeting (includes Study Session) – Conf. Rm

*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**

June 25, 2013  
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**

President Stokes called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

**Commissioners and Staff Present**

Commissioners

Larry Stokes  
Roger Zabinski  
Axel Strakeljahn

Staff Members

Tim Thomson  
Fred Salisbury  
Becky Swanson  
Ginger Waye  
Gordon Walgren, Atty

**Approval of Agenda**

**It was moved by STRAKELJAHN, seconded by ZABINSKI to:**

Approve the Agenda as presented.

**MOTION CARRIES, 3-0**

**Consent Items**

- A. Minutes of the work study session and regular business meeting of June 11, 2013.
- B. Payment of checks #100734 through #100760 and #67746 through #67752 and #67758 through #67804 from the General Fund for \$155,837.16; #67753 through #67757 from the Construction Fund for \$4,854.23 and the payment of payroll taxes for \$15,010.88.
- C. Fund Transfer Resolutions:
  - Resolution 2013-37 monthly transfer to the General Fund: \$89,110.21 from the Airport Fund; \$203,283.50 from the Harbor Fund; \$25,282.31 from the Airport-Industrial Development Fund.
  - Resolution 2013-38 transferring \$9,600.00 from the General Fund to the Airport Fund.

- Resolution 2013-39 transferring \$35,920.75 from the General Fund to the Construction Fund.

**It was moved by ZABINSKI, seconded by STRAKELJAHN to:**

Approve the Consent Items as presented.

**MOTION CARRIES, 3-0**

**Information Items** - None

### **Work Study Session**

1. Summary of participation in the Paris Air Show (PAS) – CEO Tim Thomson.

Mr. Thomson opened by thanking the Board for the opportunity to represent the Port and Airport as part of the 3-member team including Kitsap County Commissioner Josh Brown and Kitsap Economic Development Alliance Executive Director John Powers. He credited Mr. Powers for being relentless in setting up critical meetings with aerospace industry leaders.

He provided a PowerPoint presentation outlining the Kitsap Aerospace & Defense Alliance (KADA) Paris Air Show Business Development Mission discussing the following highlights:

- Mission objectives
- Schedule of significant events
- Importance of networking with members of the Washington State delegation
- Delegation significant players explaining their background
- Description of the Washington State Pavilion (celebrating 100 years of aviation in Washington)
- Meetings with industry leaders including the most promising contact, RUAG, a Swiss aerospace company that is considering opening a North American maintenance facility
- Meetings with procurement managers of three European companies looking to United States suppliers.
- Meeting with Boeing representative
- Engagement with other companies by “walking the floor” to provide familiarity.
- Tour of 787 Dreamliner
- SAFRAN aerospace factory tour

- Conclusions
  - Objectives met
  - Paris Air Show is part of a process; not an end to itself
  - KADA should consider attending Farnborough Air Show (London) next year to nurture relationships begun this year
  - Aerospace manufacturing does not need to occur along congested transportation corridors as proven by SAFRAN's location.

The Commissioners thanked Mr. Thomson for the effort and representing the Port with Commissioner Strakeljahn stating if you want to be in the game, you need to be at the table; Commissioner Zabinski stating there is a long list of airshows that could be evaluated for marketing KADA and the Port; and Commissioner Stokes stating the need to put our product in front of the people and market – it was dollars well spent.

### **Citizen Comments**

Jerry McDonald

- Applauded Mr. Thomson for a job well-done and recommended participation in the upcoming National Business Aviation Association (NBAA) show in Las Vegas during October 2013.

Roger Gay, South Kitsap citizen

- Expressed thanks to the Commissioners for making the decision to send Mr. Thomson to the Paris Air Show; congratulations on doing a good thing. Spoke to not forgetting the marinas; have set a good foundation and need to continue that.

### **Action Items**

1. Lease Amendments with Miles Sand and Gravel Company.  
*Presented by Fred Salisbury, Director of Airport/Industrial Operations*

**It was moved by STRAKELJAHN, seconded by ZABINSKI to:**

Approve the Miles Sand & Gravel Company Lease Amendment #6 to Lease No. 402182.

**MOTION CARRIES, 3-0**

**It was moved by STOKES, seconded by ZABINSKI to:**

Approve the Miles Sand & Gravel Company Lease Amendment #6 to Lease No. 402183.

**MOTION CARRIES, 3-0**

**It was moved by ZABINSKI, seconded by STRAKELJAHN to:**

Approve the Miles Sand & Gravel Company Lease Amendment #6 to Lease No. 402057.

**MOTION CARRIES, 3-0**

**It was moved by STRAKELJAHN, seconded by ZABINSKI to:**

Approve the Miles Sand & Gravel Company Lease Amendment #10 to Lease No. 402925.

**MOTION CARRIES, 3-0**

2. Lease Amendment #5 with Turnfig Properties LLC  
*Presented by Fred Salisbury, Director of Airport/Industrial Operations*

**It was moved by ZABINSKI, seconded by STRAKELJAHN to:**

Approve the Turnfig Properties, LLC Lease Amendment #5.

Following discussion;

**MOTION CARRIES, 3-0**

3. Bid Award to Stripe Rite, Inc. for 2013 Runway Re-Designation Project, FAA AIP Project No. 3-53-0007-027  
*Presented by Fred Salisbury, Director of Airport/Industrial Operations*

**It was moved by STRAKELJAHN, seconded by ZABINSKI to:**

Approve the bid award to Stripe Rite, Inc for the 2013 Runway Re-Designation Project in the amount of \$120,860.94 and authorize the CEO to execute the contract and issue a Notice to Proceed

Following discussion and public comment;

**MOTION CARRIES, 3-0**

## **New Business**

### *Commissioner Strakeljahn*

- Discussed the recent vandalism and safety issues with the new chalk wall mural at the Port Orchard Marina Park and suggested landscaping such as barberry or pigmy barberry that might deter individuals from jumping off the high point and/or leaning upside down to spray graffiti. Mr. Thomson stated the Port maintenance crew has also identified the hazard of jumping and are looking into the option of a railing on the wall; he will also look into the recommendation of barberry plants. He confirmed that the City will be installing a new guardrail as part of their pedestrian pathway project.

Mr. Thomson discussed the outrage at the vandalism stating that people may feel that if the police find the perpetrator(s), it is taken care of; however, he feels the problem is

much more systemic to the community and the community needs to take responsibility. He discussed the need for leadership and cooperation with all civic and community leaders to teach the value of other people's property and the importance of raising awareness throughout the community that this will not be tolerated. Commissioner Stokes described the extensive damage throughout the park and Commissioner Zabinski stated any type of vandalism is completely wrong and shouldn't be tolerated.

## **Staff Reports**

### *Ginger Waye, Executive Assistant*

- Presented the ninth in a series of centennial factoids related to the Port's 1962 Comprehensive Scheme including Gorst industrial development.

## **Commission Reports**

### *Commissioner Zabinski*

- In follow-up to the previous meeting's study session on festivals and events, Commissioner Zabinski stated he is working with City of Bremerton Mayor Patty Lent and other members of the community on a marketing effort for the local community. He discussed details of this endeavor including the information that Holly James has agreed to lead the effort.

### *Commissioner Strakeljahn*

- Reported on both the Kitsap Regional Coordinating Council (KRCC) TransPol/Tac and Executive Board meetings he attended.
- Noted that as of 5:00 PM today, the Legislature still did not have an approved budget. Gordon Walgren, Port Attorney, provided an update on current legislative developments.

### *Commissioner Stokes*

- Provided the welcome speech at the Washington Public Ports Association Finance Seminar recently held at Alderbrook.
- Reported that the Port Orchard Soroptimist have made a commitment to install three handicap playground equipment pieces in the new Marina Park and that Port Orchard Rotary Club will also be making a donation of a bench or other feature to the Park.
- Organized a Port entry in the Fathoms O' Fun parade on June 29 highlighting the Port's centennial focusing on mode of travel in 2013 (Jeep vehicle) and 1913 (Surrey carriage); all three Commissioners and the CEO will be participating. He invited anyone else interested in participating to contact him.

## **Executive Session - None**

## **Adjournment**

There being no further business before the Board, the meeting was adjourned at 7:28 p.m.

Submitted,

Approved,

Tim Thomson  
Chief Executive Officer  
July 3, 2013

Axel Strakeljahn  
Commission Secretary  
July 9, 2013



**PORT OF BREMERTON**  
**AGENDA SUMMARY**

Agenda Item No:    Action Item #1  
Subject:            Lease Amendment with Robinson, Carlson & Vergeer  
Exhibits:           Lease Amendment Agreement  
Prepared By:       Fred Salisbury  
Meeting Date:       July 2, 2013

**Summary:**

Robinson, Carlson, and Vergeer lease approximately 1.49 acres in the Olympic View Industrial Park. This amendment is a rental rate adjustment for year 2013 through 2017. The yearly increase (\$385.42) was based on a rate derived from five years (2008-2012) of cumulative change to the CPI Seattle-Tacoma-Bremerton index in accordance with the provisions of the lease. The Port Attorney has reviewed the lease amendment.

**Fiscal Impact:**

None

**Recommendation:**

The staff recommends approval of the lease amendment.

**Motion for Consideration:**

**Move to approve the Robinson, Carlson, and Vergeer Lease Amendment**

**AMENDMENT TO LEASE No. 5**  
**Robinson, Carlson, Vergeer**

**IT IS HEREBY AGREED** by and between the **PORT OF BREMERTON**, a municipal corporation organized under the laws of the State of Washington, hereinafter referred to as "Port" and **JAMES H. ROBINSON and AUDREY M. ROBINSON, husband and wife; JAMES E. CARLSON; and GERARD S. VERGEER JR. and SHIRLEY VERGEER, husband and wife**, hereinafter referred to as "Lessee", to amend that certain lease dated May 9, 1978 (Auditor's file #7806270104); amended January 14, 1991; and further amended November 9, 1999, January 28, 2003, and May 13, 2008, to read as follows (all other terms remain the same):

**4. RENT**

**a.** Lessee shall pay to the Lessor in annual installments, in advance on or before the 1st day of May of each year, 2013 through 2017, the sum of **FOUR THOUSAND SEVEN HUNDRED TWENTY-SEVEN and 28/100 DOLLARS (4,727.28)**. Said sum is computed at a rate derived from five years (2008 through 2012) of cumulative change to the CPI-U Seattle-Tacoma-Bremerton Index in accordance with provisions in paragraph 4.b of the original lease. The Lessee hereby agrees and accepts that it is leasing approximately 1.49 acres of land. In the event any rental payment is not made within ten (10) days of its due date, Lessee shall also pay the Port a late payment penalty in the amount of \$50.00 for each such delinquent rental payment, together with interest on the delinquent total at the rate of eighteen percent (18%) per annum (minimum \$20.00 per month) until the delinquency is cured. The acceptance of rent by the Port for any period or portions thereof after default by the Lessee shall not constitute a waiver of the default unless the Port so notifies Lessee in writing. The Lessee agrees that the Port shall have a lien against all assets of the Lessee located on the Premises or used in connection with the Lessee's occupation of the Premises for all rents, charges, interest and fees payable under this Lease, and the Lessee further agrees that it shall not remove any of said assets from its locations until all such charges and fees payable under this Lease are paid in full.

**IN WITNESS WHEREOF** the parties hereto have caused this Amendment to Lease this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**LESSEE**  
**ROBINSON, CARLSON, VERGEER**

**PORT OF BREMERTON**  
**A Municipal Corporation**

\_\_\_\_\_  
James H. Robinson

\_\_\_\_\_  
President and Commissioner

\_\_\_\_\_  
Audrey M. Robinson

\_\_\_\_\_  
Secretary and Commissioner

\_\_\_\_\_  
James E. Carlson

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Gerard S. Vergeer Jr.

Approved As To Form:

\_\_\_\_\_  
Shirley Vergeer

\_\_\_\_\_  
Port Attorney  
Date: \_\_\_\_\_

STATE OF WASHINGTON )  
 )ss  
County of KITSAP )

On this \_\_\_\_\_ day of \_\_\_\_\_ before me personally  
appeared \_\_\_\_\_

to me known to be the \_\_\_\_\_  
of the **Port of Bremerton**, the municipal corporation that executed the within and foregoing  
instrument, and acknowledged the said instrument to be the free and voluntary act and deed of  
said municipal corporation, for the uses and purposes therein mentioned, and that they are  
authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal the  
day and year first above written.

\_\_\_\_\_  
Notary Public in and for the State of Washington

\_\_\_\_\_  
Name Printed

residing at \_\_\_\_\_

My commission expires: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
County of \_\_\_\_\_ )ss  
\_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_ before me personally appeared \_\_\_\_\_ to me known to be the \_\_\_\_\_ of the corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and that they are authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

\_\_\_\_\_  
Notary Public in and for the State of Washington  
\_\_\_\_\_  
Name Printed  
residing at \_\_\_\_\_  
My commission expires: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
County of \_\_\_\_\_ )ss  
\_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_ before me personally appeared \_\_\_\_\_ to me known to be the \_\_\_\_\_ of the corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and that they are authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

\_\_\_\_\_  
Notary Public in and for the State of Washington  
\_\_\_\_\_  
Name Printed  
residing at \_\_\_\_\_  
My commission expires: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
County of \_\_\_\_\_ )ss  
\_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_ before me personally appeared \_\_\_\_\_ to me known to be the \_\_\_\_\_ of the corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and that they are authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

\_\_\_\_\_  
Notary Public in and for the State of Washington  
\_\_\_\_\_  
Name Printed  
residing at \_\_\_\_\_  
My commission expires: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
County of \_\_\_\_\_ )ss  
\_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_ before me personally appeared \_\_\_\_\_ to me known to be the \_\_\_\_\_ of the corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and that they are authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

\_\_\_\_\_  
Notary Public in and for the State of Washington  
\_\_\_\_\_  
Name Printed  
residing at \_\_\_\_\_  
My commission expires: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
County of \_\_\_\_\_ )ss  
\_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_ before me personally appeared \_\_\_\_\_ to me known to be the \_\_\_\_\_ of the corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and that they are authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

\_\_\_\_\_  
Notary Public in and for the State of Washington  
\_\_\_\_\_  
Name Printed  
residing at \_\_\_\_\_  
My commission expires: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
County of \_\_\_\_\_ )ss  
\_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_ before me personally appeared \_\_\_\_\_ to me known to be the \_\_\_\_\_ of the corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and that they are authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

\_\_\_\_\_  
Notary Public in and for the State of Washington  
\_\_\_\_\_  
Name Printed  
residing at \_\_\_\_\_  
My commission expires: \_\_\_\_\_