

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

July 25, 2017
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 July 11, 2017.
- B. Payment of checks #102517 through #102552 and #76166 through #76170 and #76175 through #76249 from the General Fund for \$541,601.56; #76171 through #76174 from the Construction Fund for \$13,439.88 and the payment of payroll taxes for \$23,645.71.
- C. Fund Transfer Resolutions:
 - Resolution 2017-21 monthly transfer to the General Fund: \$26,854.62 from the Airport Fund; \$161,480.55 from the Harbor Fund; \$43,775.32 from the Airport-Industrial Development Fund.
 - Resolution 2017-22 transferring \$102,433.19 from the General Fund to the Construction Fund.

Information Items

1. Admiral Theatre Presentation – Brian Johnson, Chad Haight, and Leslie Krueger
2. Paris Air Show Presentation – Tim Thomson, Co-Chair, Kitsap Aerospace & Defense Alliance (KADA).

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 to the Clerk of the Board.*

Action Items

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>07/25</i>	<i>12:30 pm</i>	<i>Kitsap Aerospace & Defense Alliance Steering Committee</i>
<i>07/25</i>	<i>6 pm</i>	<i>*Commission Regular Meeting – Bill Mahan Conference Rm</i>
<i>07/27</i>	<i>9:30 am</i>	<i>Puget Sound Regional Council (PSRC) Operations Committee</i>
<i>07/27</i>	<i>10 am</i>	<i>PSRC Executive Board</i>
<i>08/08</i>	<i>6 pm</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

July 11, 2017
2:00 PM

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

Call to Order

President Strakeljahn called the meeting to order at 2:00 p.m., July 11, 2017, and led the Pledge of Allegiance.

Commissioners and Staff Present

Commissioners

Axel Strakeljahn
Larry Stokes
Cary Bozeman

Staff Members

Jim Rothlin
Fred Salisbury
Sherman Hu
Tim Mesonides

Ginger Waye
Gordon Walgren, Atty
Jim Ryan, Atty

Approval of Agenda

It was moved by BOZEMAN, seconded by STOKES to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the regular business meeting and executive session of June 13, 2017.
- B. Payment of checks #102434 through #102469 and #76036 through #76040 and #76045 through #76101 from the General Fund for \$181,993.92; #76041 through #76044 from the Construction Fund for \$34,477.74 and the payment of payroll taxes for \$21,039.85.

Payment of checks #102470 through #102516 and #76102 through #76105 and #76108 through #76165 from the General Fund for \$164,648.85; #76106 through #76107 from the Construction Fund for \$20,186.25 and the payment of payroll taxes for \$19,596.54.

C. Fund Transfer Resolutions:

- Resolution 2017-20 monthly transfer to the General Fund: \$65,542.46 from the Airport Fund; \$185,415.31 from the Harbor Fund; \$36,000.21 from the Airport-Industrial Development Fund.

It was moved by STOKES, seconded by BOZEMAN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Citizen Comments

Roger Gay, South Kitsap resident

- Spoke to the 5-year review of Kitsap Aerospace & Defense Alliance (KADA) in order to evaluate the contributions of KADA and whether to reconsider funding that organization. Commissioner Stokes assured him that those discussions are in the works.

Doug Haughton, Bremerton Pilots Association (BPA)

- On behalf of BPA, NW Formation Clinic, and NW BeechBoys, thanked the Port for their support of the recent and successful NW Formation Clinic at the airport. He commented that, as part of the event, a 6-ship team flew on two different days in support of the Water Trails Festival in Silverdale and the Bridge Blast event in Bremerton.

Action Items

1. Kitsap Enterprises, Inc., Lease Amendment No. 5
Presented by Fred Salisbury, Director, Airport & Real Estate

It was moved by STOKES, seconded by BOZEMAN to:

Approve Lease Amendment No. 5 with Kitsap Enterprises, Inc.

MOTION CARRIES, 3-0

2. Bremerton National Airport 2017 Pavement Maintenance Project Bid Award to CR Contracting, LLC (Federal Aviation Administration (FAA), AIP No. 3-53-0007-031)
Presented by Tim Mensonides, Airport Manager

It was moved by STOKES, seconded by BOZEMAN to:

Approve the bid award to CR Contracting, LLC, for the 2017 Pavement Maintenance Project, \$540,366.96, and authorize the CEO to execute the contract and issue a Notice to Proceed pending a grant offer from the FAA.

Following discussion;

MOTION CARRIES, 3-0

New Business

Commissioner Stokes

- Discussed revising procedure of having two commissioners sign checks to having one commissioner and the CEO sign in order for the CEO to be able to ensure that over-payment is not made on any final bill. CEO Rothlin explained that he already oversees a comprehensive procedure prior to any check being written that certifies any payment being made is within budget. Even if he doesn't sign the checks, each one is reviewed.

Staff Reports

Jim Rothlin, Chief Executive Officer

- Reported on the sinking of an 80' boat at Bremerton Marina last Friday, July 7, and discussed the commendable efforts of Port staff that evening and the ongoing process of working with Department of Ecology, Coast Guard, insurance company, etc. Have been unable to reach the boat owners but efforts to do so are continuing. Staff is in discussion with legal counsel regarding the situation.

Commission Reports

Commissioner Strakeljahn

- Provided details on the pre-Paris Air Show trip to Toulouse and the importance of connecting with the companies involved. One of the companies, Liebherr, will be coming to Seattle this fall and have been invited to visit the Port. He continued with a brief report on the Paris Air Show (PAS) where the heat was over 100° but the trip was well warranted with great business being accomplished. He mentioned several other counties that are significant players in the aviation/aeronautics world and if Kitsap is not represented, we are not at the table. He is confident we will have visitors at the Port due to participation in PAS. He mentioned that in looking at the aviation industry, it is clear that the next cutting edge technology is in space.
- Reported on discussions at today's Kitsap Regional Coordinating Council Executive Board meeting.
- Noted that National Night Out in Port Orchard is on August 1 and he would like staff to be ready to assist the organizers as best we can in order to help serve the community.

Commissioner Stokes

- Suggested inviting previous Port Commissioner Ralph Erickson to a Board meeting to provide a presentation on history of the Port. Commissioner Erickson served 21 years as Port Commissioner from 1967 through 1987.

Executive Session

President Strakeljahn recessed the meeting at 2:45 p.m. and reconvened into executive session at 2:50 p.m. for approximately 15 minutes regarding: real estate issues [RCW 42.30.110(1)(c)].

At 3:05 p.m. the regular meeting was reconvened.

Adjournment

There being no further business before the Board, the meeting was adjourned at 3:05 p.m.

Submitted,

Jim Rothlin
Chief Executive Officer
July 20, 2017

Approved,

Cary Bozeman
Commission Secretary
July 25, 2017

Draft

PORT OF BREMERTON
BOARD OF COMMISSIONERS
EXECUTIVE SESSION

MINUTES

July 11, 2017
2:50 PM

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

Call to Order

President Strakeljahn called the executive session to order at 2:50 p.m., July 11, 2017.

Commissioners and Staff Present

Commissioners

Axel Strakeljahn
Larry Stokes
Cary Bozeman

Staff Members

Jim Rothlin
Fred Salisbury
Gordon Walgren, Atty
Jim Ryan, 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 3:05 p.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
July 20, 2017

Cary Bozeman
Commission Secretary
July 25, 2017

PORT OF BREMERTON
KITSAP COUNTY, WASHINGTON
RESOLUTION NO. 2017-21
DATED: July 25, 2017

A RESOLUTION of the Board of Commissioners, Port of Bremerton, providing for the transfer of monies to replenish the General Fund for warrants issued to cover expenses related to other funds during the month.

WHEREAS, all non-construction warrants were issued from the General Fund, and

WHEREAS, some of the expenses covered by the warrants related to other funds,
and

WHEREAS, the General Fund should be replenished for the monies related to other fund expenses.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners, Port of Bremerton that the Port Treasurer transfer monies between Port funds as follows:

1. Transfer \$26,854.62 from the Airport Fund to the General Fund.
2. Transfer \$161,480.55 from the Harbor Fund to the General Fund.
3. Transfer \$43,775.32 from the Airport-Industrial Development Fund to the General Fund.

ADOPTED by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 25th day of July , 2017, 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

PORT OF BREMERTON
KITSAP COUNTY, WASHINGTON
RESOLUTION NO. 2017-22
DATED: July 25, 2017

A RESOLUTION of the Board of Commissioners, Port of Bremerton, providing for the transfer of monies from the General Fund to the Construction Fund.

WHEREAS, there exists additional monies in the General Fund, and

WHEREAS, there is a need for additional monies in the Construction Fund.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners, Port of Bremerton, that the Port Treasurer transfer monies between Port funds as follows:

1. Transfer \$102,433.19 from the General Fund to the Construction Fund.

ADOPTED by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 25th day of July, 2017, 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