

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

June 26, 2018
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 12, 2018.

B. Payment of checks #103290 through #103321 and #77886 through #77890 and #77892 through #77945 from the General Fund for \$181,025.14; #77891 through #77891 from the Construction Fund for \$2,625.00 and the payment of payroll taxes for \$17,998.32. Void Check # 77848.

C. Information Items

1. Kitsap Public Facilities District Memorandum of Understanding (MOU) – Mike Walton, Executive Director
2. NW Formation Clinic Briefing – Jim Posner and Doug Haughton, Co-Organizers

Citizen Comments: *Open to the public for comment. 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

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>06/26/18</i>	<i>12:30 pm</i>	<i>Kitsap Aerospace & Defense Alliance (KADA) Steering Committee</i>
<i>06/26</i>	<i>6 pm</i>	<i>*Commission Regular Meeting – Bill Mahan Conference Rm</i>
<i>06/28</i>	<i>9 am</i>	<i>Puget Sound Regional council (PSRC) Operations Committee</i>
<i>06/28</i>	<i>10 am</i>	<i>PSRC Executive Board</i>
<i>07/03</i>	<i>10:15 am</i>	<i>Kitsap Regional coordinating Council (KRCC)- Executive Board Meeting</i>
<i>07/10</i>	<i>10 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

June 12, 2018
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

Tim Mensonides
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 STRAKELJAHN, seconded by BOZEMAN to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the regular business meeting and executive session of May 22, 2018.
- B. Payment of checks #103263 through #103289 and #77809 through #77812 and #77816 through #77885 from the General Fund for \$300,728.95; #77813 through #77815 from the Construction Fund for \$10,912.85 and the payment of payroll taxes for \$16,491.58.
Void Check #77784

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Visit Kitsap Update – Patricia Graf-Hoke, Director

Ms. Graf-Hoke provided marketing packets to the Board and discussed current marketing efforts of Visit Kitsap with their focus being on the Seattle market. She described what Kitsap has to offer and how they address some of Kitsap's marketing challenges. There was further discussion with the board on the importance of tourism to the economy and the shortage of RV parks in the county.

Citizen Comments - None

Action Items

1. Purchase and Sale Agreement with Nordic Properties for property located along Bay Street in Port Orchard.

Presented by Arne Bakker, Director of Business Development

Following presentation and further comment by Jim Rothlin, CEO;

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Real Estate Purchase & Sale Agreement with Nordic Properties for the Port Orchard property.

Following discussion;

MOTION CARRIES, 3-0

2. Consultant Agreement with Soundwest Engineering Associates for NE Campus Lot 2 Final Site Development and Building Design Services.

Presented by Arne Bakker, Director of Business Development

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve the selection of Soundwest Engineering Associates, Inc. for design and engineering services for \$263,610.00 for the NE Campus 2 Building and authorize the CEO to execute the consultant agreement.

Following discussion;

MOTION CARRIES, 3-0

3. Lease Agreement with Kitsap Provisions, Inc. for property currently known as Manette Yacht Club.

Presented by Arne Bakker, Director of Business Development

It was moved by STOKES, seconded by BOZEMAN to:

Approve the Lease Agreement with Kitsap Provision, Inc.

Following discussion;

MOTION CARRIES, 3-0

4. Lease Amendment with Hagerman Pre-Cast LLC for property located in Olympic View Industrial Park.

Presented by Arne Bakker, Director of Business Development

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve Lease Amendment No. 1 with Hagerman Pre-Cast LLC

Following discussion;

MOTION CARRIES, 3-0

5. Bid Award to Sabelhaus West for Olympic View Industrial Park Building #5 Exterior Painting Project

Presented by Tim Mensonides, Airport Manager

Following discussion;

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the bid award to Sabelhaus West, Inc. in the amount of \$54,439.64 for OVIP Building #5 Exterior Painting Project, subject to an appropriate completion date and liquidated damages language being included in the contract, and authorize the CEO to execute the contract and issue a Notice to Proceed.

MOTION CARRIES, 3-0

6. Bid Award to Humphrey Construction, Inc., for Olympic View Industrial Building #4 Roof Replacement Project

Presented by Tim Mensonides, Airport Manager

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve the bid award to Humphrey Construction, Inc., for \$86,110.00 for OVIP Building #4 Roof Replacement Project and authorize the CEO to execute the contract and issue a Notice to Proceed.

MOTION CARRIES, 3-0

Commission New Business - None

Staff Reports

Jim Rothlin, Chief Executive Officer

- Along with Commissioner Bozeman, provided an introductory presentation of the Port to the Bremerton City Council.
- Along with Airport Manager and pilot Tim Mensonides, flew to Port of Olympia and received a site tour of their airport and industrial park. On the way, Mr. Mensonides also flew into Tacoma Narrows and Shelton airports to provide a pilot's view of those facilities.
- Along with Commissioner Stokes, will be attending the SR16, Tacoma Narrows Bridge to SR3, Congestion Study executive committee meeting June 13. Commissioner Strakeljahn is a member of that committee but is unable to attend.

Commission Reports

Commissioner Bozeman

- The Bremerton City Council presentation was good and suggested doing the same for the Port Orchard City Council.

Commissioner Strakeljahn

- Discussed the Kitsap Regional Coordinating Council (KRCC) meeting in which final approval of the regional competition projects was given.
- Attended Governor Inslee's press conference and briefing on the Aerospace Competitiveness Report in which Washington is listed as the top state for offering the most competitive business environment for the manufacture of aerospace equipment.

Commissioner Stokes

- Attended the last few classic car shows being held at the airport on Wednesdays. He discussed the benefits of having the show at the airport.

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 11:02 a.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
June 21, 2018

Axel Strakeljahn
Commission Secretary
June 26, 2018