

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

March 14, 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 February 28, 2017.
- B. Payment of checks #102188 through #102215 and #75518 through #75522 and #75528 through #75603 from the General Fund for \$156,031.24; #75523 through #75527 from the Construction Fund for \$28,369.48 and the payment of payroll taxes for \$16,049.72.

Information Items

1. Soroptimist International of Port Orchard Check Presentation – Soroptimist Members
2. Seeds of Grace – Karole Johnson, Founder

Work Study Session

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

1. Final Acceptance of the FedEx Laydown Area Fencing and Automatic Gates Project with Viking Fence Company.

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>03/14/17</i>	<i>11:45 am</i>	<i>Legislative Luncheon in Olympia</i>
<i>03/14/17</i>	<i>6 pm</i>	<i>*Commission Regular Meeting – Bill Mahan Conference Room</i>
<i>03/16/17</i>	<i>3:30 pm</i>	<i>West Sound Alliance Conference Call</i>
<i>03/21/17</i>	<i>1 pm</i>	<i>Kitsap Regional Coordinating Council Executive Committee</i>
<i>03/23/17</i>	<i>9 am</i>	<i>Puget Sound Regional Council (PSRC) Operations Committee</i>
<i>03/23/17</i>	<i>10 am</i>	<i>PSRC Executive Board</i>
<i>03/28/17</i>	<i>12:30 pm</i>	<i>Kitsap Aerospace & Defense Alliance (KADA) Steering Committee</i>
<i>03/28/17</i>	<i>6 pm</i>	<i>*Commission Regular Meeting – Bill Mahan Conference Room</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 28, 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

President Strakeljahn called the meeting to order at 6:00 p.m. and invited the Girl Scout Brownies in the audience to lead the Pledge of Allegiance.

The Brownies served cookies and milk to the Board, staff, and audience.

Commissioners and Staff Present

Commissioners

Axel Strakeljahn
Larry Stokes
Cary Bozeman

Staff Members

Jim Rothlin
Fred Salisbury
Sherman Hu

Ginger Waye
Gordon Walgren, Atty
Jim Ryan, Atty

Approval of Agenda

It was moved by STOKES, 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 February 14, 2017.
- B. Payment of checks #102158 through #102187 and #75437 through #75442 and #75450 through #75517 from the General Fund for \$173,841.95; #75443 through #75449 from the Construction Fund for \$30,401.41 and the payment of payroll taxes for \$17,737.26.

C. Fund Transfer Resolutions:

- Resolution 2017-09 monthly transfer to the General Fund: \$92,274.63 from the Airport Fund; \$301,815.08 from the Harbor Fund; \$59,283.45 from the Airport-Industrial Development Fund.
- Resolution 2017-10 transferring \$24,000.00 from the General Fund to the Airport Fund.
- Resolution 2017-11 transferring \$100,000.00 from the General Fund to the Harbor Fund.

It was moved by BOZEMAN, seconded by STOKES to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Girl Scouts of Western Washington Discover Aviation Program – Dave Cisneros

Mr. Cisneros reported on the 2016 Girl Scouts Peninsula Region Discover Aviation Program that was held in partnership with Avian Flight Center and which was an unqualified success with over 75 young ladies being able to take the controls of an aircraft. They are in the planning stages for this year's program with a goal of having even higher participation. The mission of the program is to allow the opportunity to earn an aviation badge and to get women interested in aviation and aviation-related jobs.

The Board thanked Mr. Cisneros for his presentation and the Brownies for providing and serving the milk and cookies. Commissioner Stokes commented that the best investment we can make is in our youth.

2. Legislative Update – Dylan Doty, Jensen Walgren Doty Governmental Consulting

Mr. Doty began by reminding the Board that this year's "Day on the Hill" will be March 14 during which we will be able to connect with our local legislators. He continued with an overview of the legislative session which is in day 51 of regular session scheduled to end on or by April 23, 2017; however, it is anticipated to go into special session(s). He discussed the various cut-offs, or deadlines, throughout the session and stated that at the halfway point of the regular session attention turns to the three budgets: operating, transportation, and capital. He discussed aspects of each of the budgets including discussion with the Board on the transportation budget and highlighting that the Port has submitted a capital budget request of \$1.5M for the Port Orchard Marina Breakwater which the legislators of the 26th district have made a priority request and are sponsors. He also reviewed specific bills of interest to the Port; one being SB5679 which Nelson Holmberg will address during the next information item. The Port works closely with Washington Public Ports Association (WPPA) on these bills of interest. There was discussion with the Board on potential for revenue increases and the dynamics of how the legislature operates.

3. Dark Fiber Optics Infrastructure – Nelson Holmberg, Port of Ridgefield

CEO Rothlin introduced Mr. Holmberg, Vice-President of Innovation for Port of Ridgefield, who is leading the charge on fiber optic infrastructure for WPPA's economic development committee.

Mr. Holmberg discussed SB 5679 related to Port telecommunications authority which passed on the floor today 48-1. The bill expands the geographic limits of port broadband authority to include border counties that are not considered rural and allows for ports to build fiber infrastructure for private carriers that could lease the fiber capacity from the port. He provided background on the Port of Ridgefield and why this bill is so important to the ability to attract customers/tenants and create jobs. He also discussed their interlocal agreement with Port of Whitman County who currently has fiber infrastructure in place.

Mr. Holmberg stated the Port of Ridgefield has taken the lead on a multi-port federal lobbying effort to restore some federal broadband infrastructure funding; he will discuss with CEO Rothlin the opportunity for the Port of Bremerton to participate before making any official ask for financial assistance in the federal strategy.

There was detailed discussion with the Board on this infrastructure opportunity and the return on investment. There was also discussion on the Port's current broadband provider, Kitsap Public Utility District, with Michael Whitehead, Port IT administrator.

The Board thanked Mr. Holmberg for his presentation stating it is forward thinking with a lot of opportunity and they would like to hear more about it in the future.

Work Study Session - None

Citizen Comments

Roger Gay, South Kitsap Resident

- Reported that he recently attended a Kitsap County Commissioners' meeting in which they had a briefing on the March release of Critical Areas Ordinance (CAO) public review draft. He spoke about the process and recommended that the Port stay involved in it.

Jim Posner, Bremerton Pilots Association President

- Commented that Federal Aviation Administration (FAA) is installing the new AWOS-C (Automated Weather Observing System) at the airport beginning this week which will include the ability for National Weather Service to tie-in and provide weather forecasting ability. He commended Fred Salisbury for his efforts in making this happen with FAA.

Jerry McDonald, Bremerton Council Member

- Reported that the USS Turner Joy returned from drydock today.

Action Items - None

New Business

Commissioner Stokes

- Stated that the Port is not getting true recognition for the park in Port Orchard and proposed that in the future the park be referred to as the Port of Bremerton Marina Park at Port Orchard. It was agreed that the park should be recognized as a Port of Bremerton facility. Staff stated changes would be made on the Port website, forms, media distribution, etc. Any entity using the park must include the new name on any banner advertising the event.

Staff Reports

Jim Rothlin, Chief Executive Officer

- As Council Member McDonald reported, the USS Turner Joy is back with the return being much smoother than the departure. He described the process used today and some of the upcoming work still needing to be accomplished.
- Reported on the Pacific Northwest Aerospace Alliance (PNAA) annual conference. He helped man the Kitsap Aerospace & Defense Alliance (KADA) booth one of the three days of the conference.
- Along with Commissioners Strakeljahn and Stokes and other staff members, manned the Port booth at the West Sound Business Expo. Was disappointed in the turnout and participation. Commissioner Stokes agreed and stated that the Port may not attend next year if changes aren't made.
- Presented at the Bremerton Central Lion's Club. Commissioner Strakeljahn was also in attendance and provided comments and answers to audience questions.
- Victoria Peters, Marketing Coordinator, kicked off her first website exploration meeting with staff and designers on ideas for updates needed to the Port's website to make it more informative, user friendly, and interactive.

Commission Reports

Commissioner Bozeman

- Reported on the Kitsap Economic Development Alliance 1st quarter board meeting during which he discussed the need to diversify the organization and to get more strategic about the type of companies that are recruited.

Commissioner Strakeljahn

- Attended the Lions Club meeting and enjoyed being Jim's "assistant".

- Presented at the Kitsap Building Association. The question of Port sewer was raised and he responded that the Port can go any direction; the system is only at 50% capacity so there is still room for growth – no decision needs to be made yet but will make an educated one when the time comes.

Executive Session

President Strakeljahn recessed the meeting at 7:15 p.m. and reconvened into executive session at 7:25 p.m. for approximately 20 minutes regarding: real estate issues [RCW 42.30.110(1)(c)]. At 7:45 p.m. executive session was extended for 10 minutes; at 7:55 p.m., extended for 10 minutes; at 8:05 p.m., extended for 5 minutes; and at 8:10, extended for 5 minutes.

At 8:15 p.m. the regular meeting was reconvened.

Adjournment

There being no further business before the Board, the meeting was adjourned at 8:15 p.m.

Submitted,

Jim Rothlin
Chief Executive Officer
March 9, 2017

Approved,

Cary Bozeman
Commission Secretary
March 14, 2017

PORT OF BREMERTON
BOARD OF COMMISSIONERS
EXECUTIVE SESSION

MINUTES

February 28, 2017
7:25 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 7:25 p.m., February 28, 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 8:15 p.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
March 9, 2017

Cary Bozeman
Commission Secretary
March 14, 2017

PORT OF BREMERTON
AGENDA SUMMARY

Agenda Item No: Action Item #1
Subject: Final Acceptance to Viking Fence for Fencing & Automatic Gates
Exhibits: None
Prepared By: Steven Sparks Director, Facilities & Planning
Meeting Date: March 14, 2017

Summary:

On June 6, 2016 the Port gave Notice to Proceed to Viking Fence for the Fed-Ex fencing project for \$22,545.00 with a total of \$26,506.04 with tax. Scope was worked out for electronic gates the following month; Viking won the bidding for this as well and was given Notice to Proceed on August 10 for \$27,547.98 with a total of \$29,944.65. Viking has completed all the work for both of these project tasks. Viking has followed up with final gate equipment outfitting and Operation and Maintenance training to the satisfaction of the Port. Both project tasks were within the approved overall project cost of \$111,789.25 (includes tax) approved by the Commission for the Fed-Ex Laydown project.

Fiscal Impact:

2016 Capital Budget Fed-Ex Laydown area: fencing & gates \$56,450.69

Recommendation:

Staff recommends accepting as final the construction contract with Viking Fence Co. for both projects totaling \$56,450.69. The Port will release retainage once all applicable documentation is received.

Motion for Consideration:

Move to accept as final the construction contracts with Viking Fence Co. of \$56,450.69.