

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

June 13, 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 May 23, 2017.
- B. Payment of checks #102365 through #102433 and #75947 through #75957 and #75964 through #76035 from the General Fund for \$260,633.58; #75958 through #75963 from the Construction Fund for \$34,329.32 and the payment of payroll taxes for \$37,050.12.

Information Items

1. Legislative Update - Dylan Doty, Jensen Walgren Doty Governmental Consulting

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. Admin Roof Replacement Project Bid Award to Bates Roofing, LLC

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>Date</u>	<u>Time</u>	<u>Meeting</u>
06/13	6 pm	*Commission Regular Meeting – Bill Mahan Conference Room
06/14	1 pm	Puget Sound Regional Council (PSRC) Economic Development District
06/14-24		Paris Air Show and Toulouse Pre-Trip
06/20	1 pm	Kitsap Regional Coordinating Council (KRCC) Executive Committee
06/22	9 am	PSRC Operations Committee
06/22	10 am	PSRC Executive Board
06/27	6 pm	*Commission Regular Meeting – Bill Mahan Conference 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

May 23, 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., May 23, 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 Mensonides
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 May 9, 2017.
- B. Payment of checks #102337 through #102364 and #75871 through #75876 and #75880 through #75946 from the General Fund for \$197,266.41; #75877 through #75879 from the Construction Fund for \$34,032.84 and the payment of payroll taxes for \$16,123.61.
- C. Fund Transfer Resolutions:
 - Resolution 2017-16 monthly transfer to the General Fund: \$46,010.58 from the Airport Fund; \$149,138.08 from the Harbor Fund; \$25,943.80 from the Airport-Industrial Development Fund.

- Resolution 2017-17 transferring \$43,378.44 from the General Fund to the Construction Fund.
- Resolution 2017-18 transferring \$63,787.50 from the GO Bond Tax Fund to the General Fund.

It was moved by BOZEMAN, seconded by STOKES to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. State Route 16 (SR16), Tacoma Narrows Bridge to State Route 3 (SR3), Congestion Study Overview – Dennis Engel, Washington State Department of Transportation (WSDOT)

Mr. Engel explained the purpose of the congestion study which will examine traffic congestion along SR16 between the Tacoma Narrows Bridge (TNB) and Gorst, as well as portions of SR3 and SR304 and he discussed the needs and benefits of the study along with its challenges. He detailed the study process which is taking place now and will continue for another year. He noted that WSDOT is currently conducting an online survey to receive public input for use in the study and invited everyone to participate. There was full discussion with the Board on the congestion study along with current transportation projects along SR3/SR16 including the upcoming restriping of SR3/SR304 interchange and fish passage barrier correction projects along the corridor.

Work Study Session - None

Citizen Comments - None

Action Items

1. North Harborview Properties LLC Lease Amendment #4 and Landlord's Estoppel Certificates
Presented by Fred Salisbury, Director, Airport & Real Estate

It was moved by STOKES, seconded by BOZEMAN to:

Approve the North Harborview Properties, LLC, Lease Amendment #4

Following discussion;

MOTION CARRIES, 3-0

It was moved by STRAKELJAHN, seconded by STOKES to:

Approve the Landlord's Estoppel Certificates for North Harborview Properties, LLC and G and J Properties, LLC, and authorize the Commission President to sign the certificates.

MOTION CARRIES, 3-0

2. Support for Washington State Department of Transportation (WSDOT) Airport Aid Application for the 2017 Pavement Maintenance Project
Presented by Tim Mensonides, Airport Manager

Prior to presentation of the item, CEO Rothlin introduced Tim Mensonides, new Airport Manager for the Port and provided detail on his background. The Board welcomed Mr. Mensonides to the Port.

It was moved by BOZEMAN, seconded by STOKES to:

Approve Resolution 2017-19 supporting a WSDOT Airport Aid Application for the 2017 Pavement Maintenance Project at Bremerton National Airport.

Following discussion;

MOTION CARRIES, 3-0

New Business - None

Staff Reports

Tim Mensonides, Airport Manager

- Discussed upcoming June events including Society of Creative Anachronism (SCA) June Fair, June 2-4; Collings Foundation Wings of Freedom Tour, June 19-21; NW Formation Clinic “BeechBoys” and Cascade Warbirds, June 23-25. Commissioner Bozeman suggested hosting a reception during the Wings of Freedom tour which includes WWII aircraft B-17, B-24, B25, and P51.

Jim Rothlin, Chief Executive Officer

- Reported on the Pacific Northwest Trawler Fest that was held at Bremerton Marina, May 16-20.
- Discussed Kitsap Harbor Festival scheduled events being held along Bremerton and Port Orchard Waterfronts May 27-28.
- Bremerton High School STEM students came to Bremerton Marina on May 19 to operate their remote operated underwater vehicles (ROV); South Kitsap High School will come out on May 31 to do the same thing. This is a great program and partnership.
- Spoke at Leadership Kitsap’s (LK) Economic Development Day and the Port hosted their Environment and Planning Day. He has LK-provided tickets available for their 2017 graduation at Kiana Lodge if anyone is interested in attending.
- Attended the Washington Public Ports Association spring meeting and provided highlights of the Economic and Trade Committee session. He also provided a Port Report and received many favorable comments.
- Met with Congressman Derek Kilmer to discuss the latest Port projects and plans for future economic development.

Commission Reports

Commissioner Stokes

- Reported on repeated vandalism to the restrooms at the Port of Bremerton Marina Park at Port Orchard. Vandals have been able to bypass the automatic locking doors so the Port will revert to key locking the doors when the maintenance crew leaves for the evening and will reopen when they come back on shift in the morning. He would like signs placed on the doors stating the reasons for the closure is “due to vandalism” and directing users to a portable toilet nearby.
- Port Orchard Mayor Rob Putannsuu requested help relocating a memorial flagpole to Port property that is too tall for its current location on City property. Commission Stokes requested staff look at potential options for placing it next to the torpedo and propeller located at the Water Street Boat Launch Park.

Commissioner Strakeljahn

- Reported on the recent Kitsap Regional Coordinating Council (KRCC) Executive Board meeting. A letter has been written to Puget Sound Regional Council expressing KRCC and Pierce County’s frustration with the process for the regional economic development strategy.
- Attended the WPPA Spring Meeting and provided highlights from the sessions he attended.
- Attended Trawler Fest which was a well-attended event with participants coming from as far as Florida. It was a great economic impact on the Bremerton area.

Executive Session

President Strakeljahn recessed the meeting at 7:05 p.m. and reconvened into executive session at 7:10 p.m. for approximately 15 minutes regarding: real estate [RCW 42.30.110(1)(c)].

At 7:25 p.m. the regular meeting was reconvened.

Adjournment

There being no further business before the Board, the meeting was adjourned at 7:25 p.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
June 8, 2017

Cary Bozeman
Commission Secretary
June 13, 2017

PORT OF BREMERTON
BOARD OF COMMISSIONERS
EXECUTIVE SESSION

MINUTES

May 23, 2017
7:10 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 7:10 p.m., May 23, 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 7:25 p.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
June 8, 2017

Cary Bozeman
Commission Secretary
June 13, 2017

PORT OF BREMERTON
AGENDA SUMMARY

Agenda Item No: Action Item #1
Subject: Notice of Award, Bates Roofing LLC, Admin Roof Replacement
Exhibits: None
Prepared By: Fred Salisbury, Dir, Airport & Real Estate
Meeting Date: June 13, 2017

Summary:

On May 18, 2017 bids were received and opened for the Terminal Roof Project. This project involves the replacement of the current roofing system with a TPO (thermoplastic polyolefin single ply .60 mil membrane system over fanfold high performance insulation with all approved membrane fasteners, heat welded seams, laps, corners, flashing, and accessories to watertight condition accessories per the manufacturer's 20 year warranty. The engineer's estimate for the base bid and additives, including permit and taxes was \$72,483. Two bids were received:

Bates Roofing	\$74,367.74
Pacific Tech Construction, Inc.	\$151,859.10

Port staff has completed its due diligence on Bates Roofing LLC with very favorable comments on quality of work, schedule, and ability to stay within budget.

Fiscal Impact:

Funding provided in the 2017 Airport Capital Facilities Budget

Recommendation:

Recommend bid award to Bates Roofing, LLC.

Motion for Consideration:

Move to approve the bid award to Bates Roofing LLC and authorize the CEO to execute the contract and issue a Notice to Proceed.