

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

May 28, 2024
6:00 PM

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

The Port of Bremerton Board of Commissioners have resumed in-person meetings but are maintaining the option for the public to participate remotely as well. The public is invited to view and/or participate in the hybrid meeting by attending in person or through one of the following options:

- To stream online only (via BKAT feed, with no interaction possible):
<https://bremerton.vod.castus.tv/vod/?live=ch1&nav=live>
- To join the online Zoom meeting: <https://us02web.zoom.us/j/3359030010>
- For audio only; dial 1.253.215.8782; Meeting ID: 335 903 0010

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 May 14, 2024.
- B. Payment of checks #902291 and #902292 and #902293 through #902298 and #85871 through #85884 and #E02043 through #E02055 and #902299 through #902300 and #E02056 through #E02057 and #902301 and #902302 and #85885 through #85914 and #E02058 through #E02068 from the General Fund for \$152,939.68.

Information Items

1. Bremerton Aviation Center for Education (BACE) Update – Mike Friend, Experimental Aircraft Association (EAA)
2. Quarterly Financial Review – Jeremiah Wiley, Chief Financial Officer

Citizen Comments: *Open to the public for comment. Speakers are asked to keep their comments to less than 3 minutes. Please feel free to submit further comments in writing to the Clerk of the Board (gingerw@portofbremerton.org).*

Action Items

Staff Reports

Commission Reports / New Business

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>05/28</i>	<i>6:00 pm</i>	<i>*Commission Regular Business Meeting – Hybrid</i>
<i>05/30</i>	<i>10:30 am</i>	<i>Puget Sound Regional Council (PSRC) General Assembly</i>
<i>05/30</i>	<i>3:15 pm</i>	<i>Kitsap Regional Coordinating Council (KRCC) TransPOL</i>
<i>06/04</i>	<i>1:45 pm</i>	<i>KRCC Executive Board</i>
<i>06/05</i>	<i>10:00 am</i>	<i>Central Puget Sound Economic Development District (CPSEDD) Board</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

May 14, 2024
10:00 AM

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

Commissioners and Staff Present

Commissioners
Gary Anderson
Cary Bozeman
Axel Strakeljahn

Staff Members
Jim Rothlin - Remote Cole Barnes
Arne Bakker Ginger Waye
Jeremiah Wiley Stephanie Frame
James Weaver Anne Montgomery, Atty
James Goodman

Call to Order

President Anderson called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

Approval of Agenda

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the regular business meeting and executive session of April 23, 2024.
- B. Payment of checks #902264 and #902265 through #902268 and #E01997 and #E01998 through #E01999 and #85820 through #85847 and #E02000 through #E02019 and #902269 through #902271 and #902273 through #902276 and #902277 through #902278 and #85848 through #85858 and #E02020 through #E02034 from the General Fund for \$643,724.59. VOID Ck #84353.

Payment of checks #902279 through #902282 and #902283 through #902284 and #902285 through #902286 and #85859 through #85870 and #E02035 through #E02042 and #902287 through #902290 from the General Fund for \$129,197.96.

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Kitsap Tourism Coalition – Josh Johnson, Love Kitsap

Mr. Johnson explained the history of the Kitsap Tourism Coalition (KTC) noting current and recent collaborators, clients, and projects. He stated KTC would like to be a champion for the Port and help to capture and engage the cruise ship audience. He said the goal of KTC is to elevate and strengthen destination marketing for Kitsap County.

Mr. Johnson responded to questions and comments from the board regarding KTC's current leadership and their goals and objectives in partnering with the Port.

2. Port Orchard Marina Breakwater Replacement Project Status Update

James Weaver, Director of Marine Facilities, introduced the subject matter and provided history on the project which began in 2018 with analysis and initial capital funding for design. He noted that a contract was entered into in 2020 with PND Engineers for design, engineering, and permitting. He introduced Jon Keiser, PND and Jason Stutes, David Evans and Associates. Mr. Stutes was responsible for all permitting which was quite a journey. Mr. Keiser stated the easy part is the actual design; the complicated part is funding and permitting. Mr. Weaver and Mr. Keiser detailed the following:

- Breakwater project timeline
- Permitting process
- Scope of work elements and tasks
- Project funding allocations
 - Washington State 2018 appropriation - \$988,430
 - Washington State 2021 BIG grant - \$1,200,000
 - Port of Bremerton local funding - \$332,982
 - Kitsap Transit partnership - \$1,000,000
 - 2023 Federal RAISE Grant - \$9,400,000
 - 2023 State capital and transportation budgets - \$3,000,000
 - Project total - \$15,741,412
- Construction timeline

They responded to questions and comments from the board. Mr. Stutes also responded to questions regarding permitting agencies.

Citizen Comments - None

Action Items

1. PND Engineers Contract Amendment #4 for Port Orchard Marina Breakwater Replacement Project

Presented by James Weaver, Director of Marine Facilities

Following presentation and after questions were addressed:

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve Amendment #4 to the Port Orchard Marina Breakwater Replacement Project design contract with PND Engineers, Inc.

MOTION CARRIES, 3-0

2. Bid Award to Signature Roofing, LLC, for Olympic View Industrial Park (OVIP) Building #7 (5626 Imperial Way) Roof Overlay Project

Presented by James Goodman, Director of Facilities & Property Development

Following presentation and after questions were addressed:

It was moved by ANDERSON, seconded by STRAKELJAHN to:

Award the construction contract for the Olympic View Industrial Park Building #7 Roof Overlay Project to Signature Roof Service, LLC, to include the base bid and alternate #1 for a total contract amount of \$229,320, which includes sales tax, and authorize the CEO to execute the contract and issue the Notice to Proceed.

MOTION CARRIES, 3-0

Staff Reports

Jim Rothlin, Chief Executive Officer

- Recognized the following employees on their work anniversaries providing a brief background on everyone:
 - Ken Eisenhardt, Airport/Industrial Port Maintenance II, 9 years
 - Kayle Lenz, Marina Port Maintenance II, 3 years
 - Connie Daggett, Staff Accountant, handles payroll and assists with accounts payable, 2 years
 - Jenifer Zuweni, Staff Accountant, accounts receivable, 2 years
- Reported on the Port Orchard Farmers Market which has seen record attendance over the initial events this year. The challenge remains parking as the City continues to remove spaces for their construction projects.
- Spoke to the success of the first Bremerton Boardwalk Night Market.

- Reported on the Federal Aviation Administration’s approach lighting project at the airport which includes updating the lighting to LED. Airport Manager Cole Barnes spoke to a one-week runway closure that is scheduled during the project.
- Placed an ad and 500-word editorial in Business Facilities magazine focusing on the industrial park properties and mentioning airport properties.
- The second issue of Behind the Hangar Doors featuring Harry Anderson, who has flown solo to all seven continents and is now sailing solo to them, has been distributed.

Commission Reports / New Business

Commissioner Anderson

- Spoke to the parking issue in Port Orchard stating he attended the City’s Economic Development meeting during which the Port Orchard Bay Street Association (POBSA) expressed complaints from property owners about not being notified of the parking changes and how it would affect their businesses. Wants to make sure that if the Port were to ever do a project that would affect the business owners, we would be on the front end of letting the owners know.
- Will be traveling to Stevenson tomorrow to attend the Washington Public Ports Association spring meeting.

Commissioner Bozeman

- Met with retired Congressman Norm Dicks and retired shipyard executive director Rick Tift and discussed projects they worked on with the Navy in previous years.

Commissioner Strakeljahn

- Reported on the recent Puget Sound Regional Council Executive Board meeting and discussed electrification grants.

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 11:35 a.m.

Submitted,

Approved,

Jim Rothlin
 Chief Executive Officer
 May 23, 2024

Axel Strakeljahn
 Commission Secretary
 May 28, 2024