

**PORT OF BREMERTON**  
**BOARD OF COMMISSIONERS**  
**REGULAR BUSINESS MEETING**

**A G E N D A**

March 23, 2021  
6:00 PM

**Remote Access Only**  
**Zoom Meeting ID: 335 903 0010**  
**Zoom Call-In: (253) 215-8782**  
**BKAT Live Stream**

**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 March 9, 2021.

B. Payment of checks #E00416 and #82205 through #82224 and #E00418 through #E00423 and #E00424 and #82227 through #82246 and #E00425 through #E00433 and #901315 through #901317 from the General Fund for \$106,254.59; #E00417 and #82204 and #82225 through #82226 from the Construction Fund for \$17,406.25.

**Information Items**

1. 2021 Virtual Seattle Boat Show Summary
2. Wetland Mitigation Opportunity – Steve Segó, Waterman Mitigation Partners

**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.*

**Action Items**

1. Final Acceptance of the Port Orchard / Bremerton Marinas Piling Repairs Project with Aqua Dive Services

2. Olympic View Industrial Park Lease Agreement with SP Marine Fabrication, LLC
3. Bid Authorization for the new Multipurpose Facility (MPF) at Bremerton National Airport

## **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>03/23</i>	<i>2:00 pm</i>	<i>Central Puget Sound Economic Development District (CPSEDD) Broadband Access Work Session</i>
<i>03/23</i>	<i>6:00 pm</i>	<i>*Commission Regular Meeting via ZOOM</i>
<i>03/25</i>	<i>10:00 am</i>	<i>Puget Sound Regional Council (PSRC) Executive Board</i>
<i>03/25</i>	<i>11:45 am</i>	<i>PSRC Executive Committee</i>
<i>03/25</i>	<i>3:00 pm</i>	<i>*Kitsap Economic Development Alliance (KEDA) Annual Meeting</i>
<i>04/07</i>	<i>1:00 pm</i>	<i>Central Puget Sound Economic Development District Board (CPSEDDDB) Executive Committee</i>
<i>04/13</i>	<i>10:00 am</i>	<i>*Commission Regular Meeting via ZOOM</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**

March 9, 2021  
10:00 AM

**Remote Access Only**  
**Zoom Meeting ID: 335 903 0010**  
**Zoom Call-In: (253) 215-8782**  
**BKAT Live Stream**

**Commissioners and Staff Present**

Commissioners

Cary Bozeman  
Axel Strakeljahn  
Gary Anderson

Staff Members

Jim Rothlin  
Fred Salisbury  
Sherman Hu  
Arne Bakker  
James Weaver  
Warren Hendrickson  
Ginger Waye  
Taylor Korizon  
Anne Montgomery, Atty

**Call to Order**

President Bozeman called the meeting to order at 10:00 a.m.

**Approval of Agenda**

**It was moved by STRAKELJAHN, seconded by ANDERSON to:**

Approve the Agenda as presented.

**MOTION CARRIES, 3-0**

**Consent Items**

- A. Minutes of the regular business meeting and executive session of February 23, 2021.
- B. Payment of checks #901303 through #901306 and #82157 through #82188 and #E00397 through #E00402 and #E00404 and #82191 through #82202 and #E00405 through #E00415 and #82203 and #901307 through #901309 and #901310 through #901313 and #901314 from the General Fund for \$161,278.03; #E00396 and #82156 and #E00403 and #82189 through #82190 from the Construction Fund for \$66,982.63.

**It was moved by BOZEMAN, seconded by ANDERSON to:**

Approve the Consent Items as presented.

**MOTION CARRIES, 3-0**

## Information Items

### 1. Multipurpose Facility (MPF) Update

Fred Salisbury, Chief Operations Officer, provided detail on the following PowerPoint highlights:

- History of the Airport Diner to Multipurpose Facility
- Conceptual renderings
- Site plan and layout drawings
- Additive bid items
- Strategy to go out to bid (proposed bid and construction schedule)
- Recently signed agreement with Columbia Hospitality to assist with selecting a restaurateur
- Cost estimates

There was full discussion with the Board. Staff responded to questions regarding adequate storage for restaurant equipment; financial analysis for revenues; committed funding; permitting, inclusion of a private room in the restaurant; and the ability to meet timelines.

## Citizen Comments

The following citizens spoke in support of the Kitsap Public Facilities District Regional Center Interlocal Agreement (ILA):

- Mike Merrill, Kitsap County Sheriff's Office, discussed the importance of the ILA for Emergency Vehicle Operators Course training
- Brandon Myers and Gina Buskirk, Central Stage Theatre (CSTOCK), discussed the importance of the ILA in providing not only a Central Kitsap area but a regionalized theater to meet the needs of our community.

## Action Items

1. Taxiway Relocation/Apron Relocation Project #02-20-0303 Design Services Contract with Century West Engineering (Task Order #14)  
*Presented by Warren Hendrickson, Airport Manager*

Following presentation and discussion;

**It was moved by ANDERSON, seconded by BOZEMAN to:**

Approve, with FAA concurrence, the TR/AR design award to Century West Engineering, Task Order 14, in the amount of \$337,624.00 and authorize the CEO to execute the Task Order.

**MOTION CARRIES, 3-0**

2. Real Estate Purchase and Sale Agreement with Richard and Diane Kelstrup revocable living trust

*Presented by Jim Rothlin, Chief Executive Officer*

Following presentation and discussion;

**It was moved by ANDERSON, seconded by BOZEMAN to:**

Approve the Real Estate Purchase & Sale Agreement for the Port Orchard Property and authorize the Port of Bremerton CEO to execute said agreement and all further agreements related to this Purchase and Sale document.

**MOTION CARRIES, 3-0**

3. Regional Center Interlocal Agreement (ILA) with Kitsap Public Facilities District

*Presented by Jim Rothlin, Chief Executive Officer*

Following presentation and discussion, including comments from Circuit of the Northwest's Brian Nilsen;

**It was moved by STRAKELJAHN, seconded by BOZEMAN to:**

Approve the Regional Center Interlocal Agreement between the Port of Bremerton and the Kitsap Public Facilities District and authorize the Port of Bremerton CEO to execute said agreement.

**MOTION CARRIES, 3-0**

**Staff Reports** - None

**Commission Reports / New Business**

*Commissioner Strakeljahn*

- Reported on the Kitsap Regional Coordinating Council's virtual Board retreat.
- Provided an update on the Gorst Coalition's efforts.

*Commissioner Anderson*

- Attended the KRCC retreat.

*Commissioner Bozeman*

- Need to take a strong look at how working from home will affect transportation needs in the region.

**Executive Session** - None

## **Adjournment**

There being no further business before the Board, the meeting was adjourned at 11:18 a.m.

Submitted,

Approved,

Jim Rothlin  
Chief Executive Officer  
March 18, 2021

Gary Anderson  
Commission Secretary  
March 23, 2021

Draft

## 2021 SEATTLE BOAT SHOW SUMMARY



The Seattle Boat Show, Indoors + Afloat, is the West Coast’s largest boat show and is normally held at CenturyLink Field and South Lake Union, with upwards of 50,000 people attending each year. This year was much different due to COVID-19 restrictions, but as they say, the show must go on! Despite the odds, this year NMTA got creative and the 74<sup>th</sup> annual show went virtual with Seattle Boat Show *Connected*, a digital show to jumpstart the 2021 boating season with a tagline of “start online and end up on the water”. This format was successful in providing an intriguing alternative to the in person show. The normal Seattle Boat show takes place over nine days, but this year’s virtual show ran over a four-day period from Thursday, January 28<sup>th</sup> through Sunday, January 31<sup>st</sup>. Boaters from near and far, including over 150 countries and all 50 states, dropped in to see what Seattle Boat Show *Connected* was all about. For two weeks leading up to the show through a week following the show, there were 152,725 visits to the site from 84,945 different users and 764,237 page views were generated from these visits, which shows that attendees were browsing the site and interested in northwest boating.

NMTA committed \$250,000 toward the advertising budget, just as big as the in person show. More than 100 hours of original boating seminars and educational content were offered during the 4-day virtual boat show, with over 200 marine businesses participating. Ticket prices varied between \$5.00 and \$89.00, depending on the Tier chosen.

## ADMISSION PACKAGES

	Tier 1: <b>Mate</b>	Tier 2: <b>Sailor</b>	Tier 3: <b>Captain</b>	Tier 4: <b>Admiral</b>
	<b>\$5.00</b>	<b>\$20.00</b>	<b>\$49.00</b>	<b>\$89.00</b>
Admission to the Show, Connect with Exhibitors, See All Boats and Products, Access Community and Promotions	✓	✓	✓	✓
Watch All Live Streaming Boating and Fishing Seminars (January 28-31)	✓	✓	✓	✓
Re-Watch Boating and Fishing Seminar Content (Jan 28 - Feb 7)		✓	✓	✓
Attend All Fifteen (15) 2-Hour "Boat Show University" Classes - LIVE ONLY (\$825 Value) (January 28-31)			✓	✓
One Year "Sea Magazine" Subscription (\$16 Value)			✓	✓
Re-Watch All Fifteen (15) 2-Hour "Boat Show University" Classes Post-Event (Jan 28 - Feb 7)				✓
"BoatUS" Basic Membership (\$24 Value)				✓
"Waggoner 2021 Cruising Guide" (\$34.95 Value)				✓
Ticket to the 2022 Seattle Boat Show (\$18 Value)				✓

There were many fun and unique ways for attendees to enjoy and experience this year's Seattle Boat Show *Connected* virtual boat show. The signature red carpet was front and center guiding attendees down virtual aisles to locate their favorite "booths" highlighting vendors, marinas and all types of boating wants or needs. *Virtual Treasure Chests* were "hidden" in certain isles and when clicked on, prizes were revealed to the attendee. *Boat Show TV* was packed with four solid days – 34 hours – of live broadcasting fun which included a variety of informative topics like how to shuck oysters like a pro, where the best diving spots in the Salish Sea are, and what it's really like to live on a houseboat.....plus much more. *Seminars* took place daily with topics including, No Impact Docking: An Overview of How to Dock Without Fear (or Damages!), Favorite Destinations of the Waggoner Cruising Guide, Anchoring Basics, Dungeness Crabbing Curriculum, Downrigger Salmon Fishing the Ocean and Puget Sound, Puget Sound Shrimping, Understanding Tides and Currents, and much more.

In addition, attendees were able to participate in a variety of activities such as *the Boat Show Career Center* where businesses could post available positions for folks interested in finding a job in the marine industry. *Dogs on Deck* was a photo contest where the best photo took home the ultimate doggie bag of treats and prizes worth more than \$500.

This year's winner!



A private screening of *Race to Alaska*, a documentary following the visceral experience of racers as they compete in one of the most difficult endurance challenges in the world and described as “the Iditarod, on a boat, with a chance of drowning or being eaten by a grizzly bear”, was available for viewing. A fun *Photo Booth* was set up for attendees to pop in and take a selfie to post to Facebook with fun frames and filters that could be added, and a *Boater's Kitchen* was offered where attendees could join local chefs and get inspired by their mouth-watering cooking demos and recipes using bounty from the sea.

Virtual Boat Show Booths at Seattle Boat Show *Connected*:



Regarding the boat show booths, vendors were given the option to not participate this year, or participate at varying levels which included:

- Why Not: Free
- Don't Miss Out: \$1,000
- Engage: \$4,000
- Get Noticed: \$8,000
- Sell, Sell, Sell: \$15,000

Tier Levels:

		"Sell Sell Sell!"	"Get noticed"	"Engage"	"Don't Miss Out"	"Why Not?"
		\$15,000	\$8,000	\$4,000	\$1,000	Free!
	<b>Virtual Booth &amp; Online Branding at The Seattle Boat Show</b>					
<b>Drive in-person visits</b>	Ability to list in-person events on calendar	X				
<b>Sales Team</b>	Team member thumbnail photos & contact	X				
<b>Lead Capture</b>	Survey Form - Enter to win, lead generation	X				
<b>Enhanced Visibility</b>	Featured Exhibitor on Virtual platform home page	Rotating				
	Live stream link with programming on schedule	X	X			
	Featured Product on Virtual platform home page	Rotating	Rotating	Rotating		
	Branding package - high impact photo header	X	X	X		
<b>E-commerce</b>	"Buy Now" link to boat show special deals	X	X	X		
<b>Product Details</b>	Boat or Product listings, each with up to 20 still or video images & product description	Unlimited!	12	6	3	
<b>Attendee Communication</b>	Opportunity to host live text chat during show hours	X	X	X	X	
	Appointment setting link	X	X	X	X	
<b>Virtual Booth</b>	Option to link to a 3D virtual scan	X	X	X	X	
	Auto generated virtual booth	X	X	X	X	X
<b>Who/What/Where</b>	Upgraded listing with retail location/map	X	X	X	X	X
	Company Listing in online directory, company discription, search	X	X	X	X	X
<b>Exhibitor Ticket</b>	Complimentary Access to the event	15	10	5	2	1

We recognize that being a part of the Seattle Boat Show is important and our customers have come to expect our presence at the show. This year, since the Port of Bremerton Marinas are full and we did not think that the higher levels' benefits would be as useful to us in this virtual format, we chose to participate at the Why Not: Free version, as did some of the other marinas. We promoted our presence at the show on social media, in the newsletter, in emails to our tenants, and on our website. At our free level, we had a [profile on the event webpage](#) with a link to our own website.

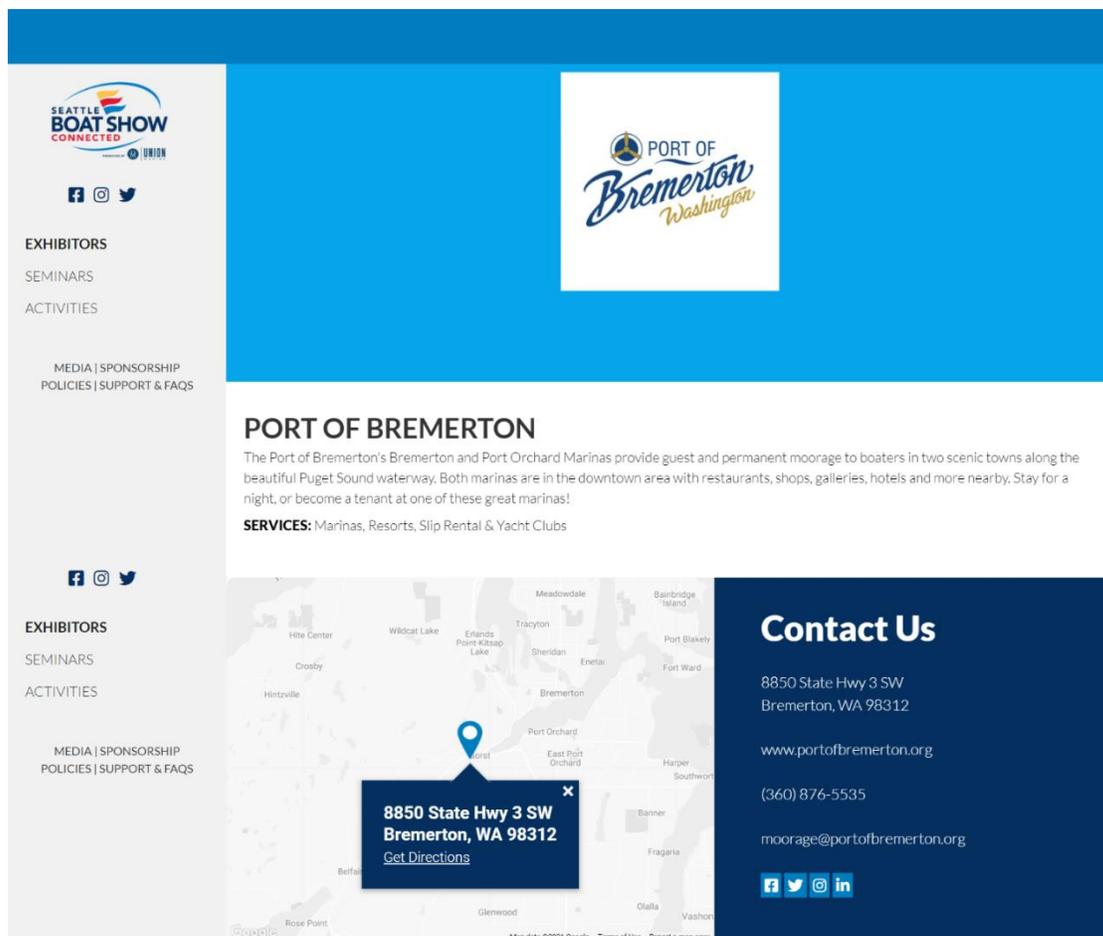
In total the Port of Bremerton had 53 unique visitors to the profile page on the website. In the analytics document that the Seattle Boat Show sent out which included analytics of all vendors, the Port was reported to have 41 total visitors. We believe that the document with everyone's analytics encompassed fewer days than the analytics document with our detailed numbers. The chart below demonstrates a comparison of the Port of Bremerton to the other ports that participated in this virtual event, including which sponsorship level each port chose.

Port	Sponsorship Level	Total Pageviews	Unique Pageviews
Port of Anacortes	Level 1	317	245
Port of Bremerton	Level 0	41	40
Port of Edmonds	Level 0	42	41
Port of Everett	Level 1	324	275
Port of Port Angeles	Level 1	139	127
Port of Port Townsend	Level 0	50	50
Port of Seattle	Level 4	521	401
Port of Skagit County	Level 1	188	149

NMTA provided the following data regarding new ways to measure success and interpret the intricacies of Google Analytics and how best to report post-show statistics. The numbers below are what they felt may be of particular interest to exhibitors.

- 5,227 Paid Registrations (# of households who paid to attend the show)
- 19,403 Site Visits by Registered Attendees (3.7 visits per registration)
- 562,714 Total Page Views During Show (# of page views from the first day of the show, Jan. 28 through Feb 7, the last day attendees could access the seminar content)
- 1,956 Seminar Views (live views plus re-watch views)
- 5,805 hours of Seminar Viewing (total hours viewed by attendees)

Below is a view of our Port of Bremerton event webpage:



Overall Seattle Boat Show connected was a successful and innovative way to make the most of the unusual circumstances surrounding COVID-19, and it provided boaters with a way to get excited about kicking off the 2021 boating season, even if it was in a different way.

We look forward to next year's 75<sup>th</sup> annual Seattle Boat Show, hopefully in person once again.

# **PORT OF BREMERTON**

## **AGENDA SUMMARY**

Agenda Item No: Action Item #1

Subject: Final Acceptance with Aqua Dive Services for the Port Orchard/Bremerton Marina Piling Repairs Contract

Exhibits: NONE

Prepared By: James Weaver, Director of Marine Facilities

Meeting Date: March 23, 2021

### **Summary:**

On November 24, 2020, the Port Commission awarded the Port Orchard / Bremerton Marina Piling Repairs Contract to Aqua Dive Services, LLC. The successful bid was for \$188,417.50 for both marinas.

A final acceptance inspection was completed on March 3 by Port staff. The scope of the work included maintenance and repairs of the underwater structural, mechanical, mooring pilings, inter-tidal coatings, and cathodic protection systems. The project fell within the Endangered Species Act saltwater fish work window and the underwater work was completed by the required February 15, 2021 fish window date.

This contract completed maintenance of 60 pilings in Bremerton and 40 pilings in Port Orchard, including cleaning and application of epoxy at the intertidal zones, and underwater welding of 100 lb. cathodic protection anodes to the pilings. The piling work has an expected life expectancy of 25-30 years. An additional 60 cathodic anodes were installed to the mooring cables of the Port Orchard and Bremerton breakwaters. This completed work is a component of the long-term marina asset repairs, specifications, and maintenance schedule that had been prepared by Art Anderson Associates.

Port staff have worked closely with Aqua Dive Services, LLC to ensure the scope of this contract was well positioned for an efficient and successful project.

### **Fiscal Impact:**

The contract was within the approved 2020 Capital Budget of \$190,000 (\$150,000 for Bremerton and \$40,000 for Port Orchard). Total contract amount for materials and services, including applicable tax was \$188,417.50 for the underwater repairs to both marinas.

### **Strategic Purpose:**

Goal 6. Develop and fund a 20-year asset replacement/major maintenance schedule.

Recommendation:

Staff recommends accepting as final the contract with Aqua Dive Services, LLC., in the amount of \$188,417.50. The Port will release retainage once all documents are received by the contractor.

Motion for Consideration:

**Move to accept as final the Port Orchard and Bremerton Marina Piling Repairs contract with Aqua Dive Services, LLC in the amount of \$188,417.50.**

## **PORT OF BREMERTON** **AGENDA SUMMARY**

Agenda Item No: Action Item #2  
Subject: Lease Agreement with SP Marine Fabrication, LLC  
Exhibits: Lease  
Prepared By: Arne Bakker, Director of Business Development  
Meeting Date: March 23, 2021

### Summary:

In 2019, Port staff met with SP Marine Fabrication, LLC. At that time SP Marine Fabrication was in the process of doing their own due diligence on the possibility of expanding their business footprint to the Olympic View Industrial Business Park. In the spring of 2020, the Port of Bremerton commenced with the SR3 Frontage Development which includes a 5300 sf facility that originally was designed to become a brewery. This brewery did not come to fruition so the facility became available to SP Marine Fabrication. SP Marine Fabrication wishes to lease the 5300 sf manufacturing facility for the final stages of boat manufacturing and showroom for their Allied Boat line. They also manufacture and own Defiance Marine, and Arima Marine. SP Marine Fabrication intend to employ 20 persons at this particular facility.

The initial term for this lease is a 2 year minus 15 days term commencing on April 15, 2021 through March 31, 2023 and will have annual CPI increases not to exceed 3%. SP Marine Fabrication has a 2-year option and subsequently a 5-year option that can be executed on April 1, 2023.

Port staff has completed its due diligence and finds the company in good standing. Port Attorney has reviewed and approves its form.

### Fiscal Impact:

Lease rate of \$4,134 per month.

### Strategic Purpose:

Goal 1: To be a significant leader in promoting the local economy and job growth both on and off Port assets.

### Recommendation:

Staff recommends approval of the lease between the Port of Bremerton and SP Marine Fabrication

### Motion for Consideration:

**Move to approve the lease between the Port of Bremerton and SP Marine Fabrication**

## **PORT OF BREMERTON** **AGENDA SUMMARY**

Agenda Item No: Action Item #3  
Subject: Bid Authorization for the New Multipurpose Facility at Bremerton National Airport  
Exhibits: None  
Prepared By: Fred Salisbury, COO  
Meeting Date: March 23, 2021

### **Summary:**

Blue Architecture & Interiors has completed the design and bid package for the Multipurpose Facility project, which is currently under final permit review with the City of Bremerton. The project includes the construction of a new 9,751 square foot facility which contains a 65' X 58' aircraft hangar, office space, a pilots' lounge, a kitchen, and bar/dining facility. The proposed bid period will run from March 29 to April 29, 2021. The construction work will begin on or about the first week of June and will be substantially complete within 300 calendar days, or around April 2, 2022. The approved 2021 construction budget is \$4,261,988. The engineers estimate is \$3,417,668. The Port Attorney will review and approve the contract documents prior to the bid call.

### **Fiscal Impact:**

The \$4,261,988 construction funds are included in the 2021 Capital Budget and consist of \$3,511,988 (Port Cash/Capital budget) and a \$750,000 20-year term, low interest (2%) WSDOT Aviation – Community Aviation Revitalization Loan.

### **Strategic Purpose:**

Goal 1 – Be a significant leader in promoting the local economy and job growth both on and off Port Assets.

### **Recommendation:**

Authorize staff to proceed with the bid call for the Multipurpose Facility project in accordance with the approved contract documents.

### **Motion for Consideration:**

**Move to authorize staff to proceed with the bid call for the Multipurpose Facility project.**