

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

**A G E N D A**

November 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**

**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 November 9, 2021.
- B. Payment of checks #901443 and #901444 and #901445 through #901448 and #901449 and #E00738 and #83054 and #83057 through #83071 and #E00739 through #E00743 and #E00744 and #E00745 from the General Fund for \$352,251.22; #83055 through #83056 from the Construction Fund for \$37,097.46. Void Check #901411  
Payment of checks #E00746 and #83072 through #83080 and #E00747 through #E00752 from the General Fund for \$31,508.70.  
Payment of checks #901450 through #901452 and #E00753 and #E00754 and #83081 and #83086 through #83121 and #E00755 through #E00767 from the General Fund for \$103,105.69; #83082 through #83085 from the Construction Fund for \$12,536.75.

**Information Items**

- 1. Hazardous Substance Tax / Petroleum Products Tax (HST/PPT) Impact on State Airport Revenue – Chris Herman, Washington Public Ports Association

**Work Study Session**

- 1. Redistricting of Port Commissioner Districts – Gavin Jaravata, FLO Analytics

**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 Budget for Calendar Year 2022
  - 1.1 Budget Presentation
  - 1.2 Public Hearing
  - 1.3 Action Items
    - a. Resolution 2021-04 providing for a regular property tax levy and all allowable levies for calendar year 2022.
    - b. Resolution 2021-05 providing a limit factor for the regular levy for the 2022 calendar year to determine future years' levies and to enable the Port to bank excess levy capacity.
    - c. Resolution 2021-06 adopting the final budget for calendar year 2022.
    - d. Resolution 2021-07 filing the final budget and submitting request for tax levies for calendar year 2022 with the Clerk of the Board of County Commissioners.
2. Final Acceptance of the South Hangar Site Phase 1 Development Construction Project with Nordland Construction NW Inc.
3. Bid Authorization for Hangar Building 7 Stormwater Repair Project

### 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>Date</u>	<u>Time</u>	<u>Meeting</u>
11/23	6:00 pm	*Commission Regular Meeting via ZOOM
12/01-12/03		*Washington Public Ports Association (WPPA) Annual Meeting - Bellevue
12/01	1:00 pm	Central Puget Sound Economic Development District (CPSEDD) Board
12/02	10:00 am	Puget Sound Regional Council (PSRC) Executive Board
12/02	11:45 am	PSRC Executive Committee
12/14	10:00 am	*Commission Regular Meeting via ZOOM

*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**

November 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 of October 21, 2021.
- B. Payment of checks #901421 through #901423 and #901424 and #E00695 and #82959 through #83020 and #E00699 through #E00718 from the General Fund for \$109,161.96; #E00696 through #E00698 and #82954 through #82958 from the Construction Fund for \$162,655.88.  
  
Payment of checks #901430 through #901432 and #901433 and #83021 and #E00719 and #83022 and #83024 through #83040 and #E00720 through #E00729 and #E00730 from the General Fund for \$71,685.60; #83023 from the Construction Fund for \$38,364.48.

Payment of checks #901435 and #901437 through #901439 and #901440 and #E00731 and #901441 and #83042 through #83053 and #E00733 through #E00737 from the General Fund for \$88,237.33; #E00732 and #83041 from the Construction Fund for \$114,740.77. Void Check #901431

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

Approve the Consent Items as presented.

**MOTION CARRIES, 3-0**

## **Information Items**

1. Legislative Redistricting – Dylan Doty, President, Doty & Associates, Inc.

Mr. Doty explained the legislative redistricting process and outlined a number of factors needing to be considered. He discussed the potential boundary line differentials and how those might affect the Port. He responded to questions and comments from the board.

Mr. Doty also provided a legislative update on the upcoming 60-day session which begins January 10, 2022, and discussed meetings that have already taken place related to the Port Orchard Marina breakwater replacement capital budget request. He touched on the impact to the transportation committee if the current chair, Senator Steve Hobbs, is appointed as Secretary of State by Governor Inslee. Mr. Doty responded to questions and comments from the Board including discussion on federal funding.

Ginger Waye, Executive Assistant, provided an update on the Port of Bremerton internal commissioner district redistricting process.

2. South Hangar Project Update

Warren Hendrickson provided a PowerPoint discussing in detail the following:

- Project scope
- Project budget
- Change order review
- Punchlist Items
- Final project issue: Hangar 7 stormwater
- Project timeline remaining
- Lessons learned

Arne Bakker, Director of Business Development, discussed current land lease negotiations for the south hangar site.

Kurt Addicott, Century West Engineering, provided comments on the project and Mr. Hendrickson responded to questions from the Board.

## Work Study Session

### 1. 2022 2<sup>nd</sup> Preliminary Budget

CEO Jim Rothlin introduced the final preliminary budget stating the next presentation will be for approval of the final budget.

CFO Sherman Hu reviewed the Port's guiding principles and best budget practices and then presented the revenues and operating expenses.

Mr. Rothlin addressed a request from Recreational Boating Association of Washington (RBAW) for a sponsorship of \$5,000. Following discussion, the Board decided to support RBAW at a \$2,000 level and asked for that change to be incorporated into the final budget.

Capital budget details were presented.

A public hearing on the final budget will be held at the November 23 meeting prior to consideration of approval of the 2022 budget and associated resolutions.

## Citizen Comments

Alan Marshall, citizen

- Spoke to a discussion Mr. Rothlin had a few months ago in which he mentioned a technical education group was interested in space at the Port. He questioned how the public could stay in touch about those types of projects. Mr. Rothlin stated individuals could contact him directly by email or by calling the administrative office.

## Action Items

1. Construction Management Agreement (Task Order #15) with Century West Engineering for Taxiway Relocation and Apron Rehabilitation Project, AIP No. 3-53-0007-035-2021  
*Presented by Warren Hendrickson, Airport Manager*

Following presentation;

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

Approve the Construction Management Agreement (Task Order #15) with Century West Engineering for the Taxiway Relocation and Apron Rehabilitation Project and authorize the CEO to execute the contract and issue the notice to proceed.

**MOTION CARRIES, 3-0**

2. Bid Authorization for Security Gates #1 and #12 Upgrade Project  
*Presented by Warren Hendrickson, Airport Manager*

Following presentation and discussion;

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

Authorize Port staff to proceed with the bid call for the Security Gates 1 and 12 Upgrade Project.

**MOTION CARRIES, 3-0**

3. Bid Authorization for Olympic View Industrial Park Building #2 (5650 Imperial Way) Roof Repair Project  
*Presented by Warren Hendrickson, Airport Manager*

Following presentation and discussion;

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

Authorize Port staff to proceed with the bid call for SAFE Boats (5650 Imperial Way) Roof Replacement & Facility Improvements Project

**MOTION CARRIES, 3-0**

## **Staff Reports**

*James Weaver, Director of Marine Facilities*

- Reported on a boat which sank at the Water Street boat launch that had gone adrift and was brought to the launch by a U.S. Navy patrol boat. He provided detail on response to the incident which included the Port Orchard Police Department, US Coast Guard, Department of Ecology, and Port staff. Upon completion of State noticing requirements and with involvement from the vessel's insurance provider, removal and recycling of the vessel will be coordinated.

*Jim Rothlin, Chief Executive Officer*

- Provided an update on the Multi-Purpose Facility restaurant selection process and introduced Andy Olsen who led the selection committee. Mr. Olsen provided information on the panel members which represented a cross-section of views and were extremely objective with no conflicts of interest. He discussed the process, interviews, and evaluations of the three finalists and, on behalf of the committee, recommended the selection of the Morris Restaurant Management, LLC team with which to negotiate a lease and deal structure for the proposed restaurant project. Doug Haughton, committee member, provided comments stating he appreciated the opportunity to be involved and was impressed with Andy's leadership. There was discussion on aspects of restaurant operations and next steps of the process.

## **Commission Reports / New Business**

### *Commissioner Strakeljahn*

- Reported on the Central Puget Sound Economic Development District (CPSEDD) Board meeting noting their regional strategy for 2022 is now out for public comment.
- Dues for Kitsap Regional Coordinating Council (KRCC) may remain the same for 2022 but it still needs to be voted on.
- Discussed the request from Congressman Kilmer's office to provide a supportive statement for the federal Infrastructure Bill. Commissioner Bozeman will write the statement.
- Discussed the invitation received from Friends of Harper Pier to a buoy drop demonstrating the Kitsap Transit (KT) moorage proposal at Harper Pier. CEO Rothlin stated the Port supports Harper Pier and the community purposes for which it was meant noting we have not received anything from Kitsap Transit and cautioned against making any comments prior to knowing the direction of KT.

### *Commissioner Anderson*

- Reported on the Peninsula Regional Transportation Planning Organization (PRTPO) legislative forum mentioning the Gorst Coalition was included in discussions.

### *Commissioner Bozeman*

- Reminded that Commissioner board and committee assignments are scheduled to be considered for the next two-year cycle (2022-2023). He would like his fellow commissioners to review the current assignment list that was sent to them so they can be ready to discuss.

## **Executive Session**

President Bozeman recessed the meeting at 11:58 a.m. and reconvened into executive session for approximately 15 minutes regarding: real estate issues [RCW 42.30.110(1)(c)].

At 12:23 p.m. the regular meeting was reconvened.

## **Adjournment**

There being no further business before the Board, the meeting was adjourned at 12:23 p.m.

Submitted,

Approved,

Jim Rothlin  
Chief Executive Officer  
November 18, 2021

Gary Anderson  
Commission Secretary  
November 23, 2021

**PORT OF BREMERTON**  
**BOARD OF COMMISSIONERS**  
**EXECUTIVE SESSION**

**MINUTES**

November 9, 2021  
11:58 AM

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

**Call to Order**

President Bozeman called the executive session to order at 11:58AM, November 9, 2021.

**Commissioners and Staff Present**

Commissioners

Cary Bozeman  
Axel Strakeljahn  
Gary Anderson

Staff Members

Jim Rothlin  
Fred Salisbury  
Arne Bakker  
Anne Montgomery, 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 12:23 p.m.

Submitted,

Approved,

Jim Rothlin  
Chief Executive Officer  
November 18, 2021

Gary Anderson  
Commission Secretary  
November 23, 2021

## **AGENDA SUMMARY**

Agenda Item No: Action Item #1  
Subject: 2022 Final Budget Adoption  
Exhibits: 2022 Final Budget  
Resolutions 2021-04; 2021-05; 2021-06; 2021-07  
Prepared By: Sherman Hu, Chief Financial Officer  
Meeting Date: November 23, 2021

### **Summary:**

The 2<sup>nd</sup> 2022 preliminary budget was presented on November 9, 2021.

The Public Hearing is being held during the November 23, 2021 meeting. The Port of Bremerton's 2022 Final Budget as presented to you today is \$13,744,125. The final budget documents and all related resolutions are presented herein for adoption as follows:

- 2022 Final Budget.
- Resolution 2021-04: General tax levy for 2022 with no tax increase
- Resolution 2021-05: Providing a limit factor for the regular levy for the 2022 calendar year to determine future years' levies and to enable the Port of Bremerton to bank excess levy capacity. This resolution works together with Resolution 2022-xx and is important to the Port in preserving its ability to bank the levy capacity. It is not known what the future holds or what projects may come before future Port Commissions. The Port has banked its previous levy capacity and should preserve the same ability to bank the excess capacity in 2022.
- Resolution 2021-06: Providing for acceptance, approval and adoption of the Final Budget for Calendar Year 2022.
- Resolution 2021-07: Filing the Final Budget and submitting a request for tax levies for the 2022 calendar year with the Clerk of the Board of County Commissioners and the Kitsap County Tax Assessor's Office. This resolution also includes the official Levy Certification signed by the Chief Financial Officer of the Port.

### **Fiscal Impact:**

N/A

### **Recommendation:**

Adopt the 2022 Final Budget and approve all related resolutions as presented.

Motions for Consideration:

- a. Move to approve Resolution 2021-04 with no tax increase in the general tax levy.**
- b. Move to approve Resolution 2021-05 providing a limit factor for the regular levy for the 2022 calendar year to determine future years' levies and to enable the Port to bank excess levy capacity.**
- c. Move to approve Resolution 2021-06 approving and adopting the Final 2022 Budget.**
- d. Move to approve Resolution 2021-07 filing the final 2022 budget documents and submitting request for tax levies in the amounts indicated with the County Clerk of the Board of County Commissioners and the Kitsap County Assessor's Office.**

**PORT OF BREMERTON  
KITSAP COUNTY, WASHINGTON  
RESOLUTION NO. 2021-04  
DATED: November 23, 2021**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, providing for a 0% increase in the total regular property tax levy excluding any amount resulting from the addition of new construction and improvements to property, any increase in state-owned property and all allowable levies, for calendar year 2022.

**WHEREAS**, the Board of Commissioners, Port of Bremerton, has properly given notice of the public hearing held on November 23, 2021 to consider the Port of Bremerton's current expense budget for the calendar year 2022, pursuant to RCW 53.35.010, 53.35.020, 53.35.030 and 53.35.045; and

**WHEREAS**, the Board of Commissioners, Port of Bremerton, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that the Port of Bremerton does not require the 1% increase in property tax revenue from the previous year, excluding the increase resulting from the addition of new construction and improvements to property, newly constructed wind turbines, annexation, any increases in the values of state-assessed property, state-assessed utilities, refunds, and all allowable levies, in order to discharge the expected expenses and obligations of the Port of Bremerton and in its best interest; and

**WHEREAS**, the population of this district is more than 10,000; and

**WHEREAS** the Board of Commissioners, Port of Bremerton, has determined that it is in the best interest of the Port of Bremerton and not necessary to meet the expenses and obligations in 2022 while still maintaining all future levy capabilities, for the property tax revenue not to be increased by 1% in 2022.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners, Port of Bremerton, that a zero percent 0.0% increase \$-0- in the total property tax levy from the previous year \$3,915,398 is hereby authorized. The 0.0% increase is exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 23<sup>rd</sup> day of November 2021 and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

\_\_\_\_\_  
Commission President

\_\_\_\_\_  
Commission Vice President

ATTEST:

\_\_\_\_\_  
Commission Secretary

(SEAL)

**PORT OF BREMERTON  
KITSAP COUNTY, WASHINGTON  
RESOLUTION NO. 2021-05  
DATED: November 23, 2021**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, providing a limit factor for the regular levy for the 2022 calendar year to determine future years' levies and to enable the Port of Bremerton to bank excess levy capacity.

**WHEREAS,** the Board of Commissioners, Port of Bremerton, has met and considered its budget for the calendar year 2022; and

**WHEREAS,** the Board of Commissioners, Port of Bremerton, in the course of considering the budget for 2022, has reviewed all sources of revenue and examined all anticipated expenses and obligations; and

**WHEREAS,** the Board of Commissioners of the Port of Bremerton Taxing District, has determined that due to future committed obligations in the Teamsters Local Union 589 Agreement with respect to future wage increases and medical and other benefit levels, and in consideration of future capital and infrastructure improvements, finds that there is a substantial need to set the levy limit at 101% in the event this levy capacity is needed in the future years.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners, Port of Bremerton that the limit factor for the regular levy for the calendar year 2022 be set at 101% in the event this levy capacity is needed in future years.

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 23<sup>rd</sup> day of November 2021 and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

\_\_\_\_\_  
Commission President

\_\_\_\_\_  
Commission Vice President

ATTEST:

\_\_\_\_\_  
Commission Secretary

**PORT OF BREMERTON  
KITSAP COUNTY, WASHINGTON  
RESOLUTION NO. 2021-06  
DATED: November 23, 2021**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, providing for acceptance, approval and adoption of the Final Budget for the Calendar Year 2022.

**WHEREAS**, a preliminary 2022 budget was prepared and analyzed on November 9, 2021, and

**WHEREAS**, public notices were published on November 16, November 17 and November 23, 2021, in the newspaper of general circulation in the Port District proclaiming the availability of the preliminary budget to taxpayers at the Port office and announcing the public hearing for November 23, 2021, all in accordance with RCW 53.35.030 and 53.35.045, and

**WHEREAS**, a public hearing was held on the 23rd day of November, 2021 at 6:00 p.m. virtually via Zoom platform after the above-stated due and proper notices were published in the daily newspaper of general circulation in the Port District and the Commission heard from all persons desiring to be heard on the matter of the final budget all in accordance with RCW 53.35.030 and 53.35.045.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners, Port of Bremerton, that:

The Final Budget for calendar year 2022, fixed at fund levels as listed below and appended hereto as part of this Resolution is accepted, approved and adopted.

Airport	\$1,036,167
Industrial Park	862,203
Port Orchard Marina	1,584,065
Bremerton Marina	1,286,041
Other Marinas	79,626
General & Administrative	2,145,058
Capital Project Airport	5,297,314
Capital Project Industrial Parks	585,926
Capital Project Port Orchard Marina	432,000
Capital Project Bremerton Marina	178,000
Capital Project General & Administrative	<u>257,725</u>
TOTAL BUDGET	\$13,744,125

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 23<sup>rd</sup> day of November, 2021 and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

ATTEST:

\_\_\_\_\_  
Commission President

\_\_\_\_\_  
Commission Secretary

\_\_\_\_\_  
Commission Vice-President

# Port of Bremerton

Chief Financial Officer

Sherman Hu



# **2022 Second Preliminary Budget**

## **Operating and Capital Budgets**

**November 23, 2021**

# MISSION

**“Prepare For The Future”**

# Guiding Principles

- ➔ Sustain Current Assets.
- ➔ Mission Focused.
- ➔ Favorable ROI.
- ➔ Resource Balance.
- ➔ Generates or retains new jobs and /or revenue.

# Best Budget Practice

- ➔ **Financial Management Belief:**  
The Port can meet the public requirements through continual systems improvement, automation and innovation.
- ➔ **Budget Development Process:**  
Commissioners, CEO, COO, CFO, Directors/Managers participated in 2022 Budget Process. Discussed on how to use the Port's resources more efficiently and effectively.
- ➔ **Budget Oversight/Monitoring:**  
Finance provides monthly financial status reports to ensure that spending activities staying within the budget limits.

Revenues	2022 2nd Prelim Budget	2022 Final Budget	Changes
Airport	563,550	563,550	-
Industrial Parks	1,543,845	1,543,845	-
Port Orchard Marina	1,852,935	1,852,935	-
Bremerton Marina	1,118,910	1,118,910	-
Non-Operating			
Tax Levy	3,920,963	3,920,963	-
Grants/Loans	4,543,922	4,543,922	-
Timber Sales Reserve	200,000	200,000	-
<b>Total Revenues</b>	<b>13,744,125</b>	<b>13,744,125</b>	<b>-</b>
Operating Expenses	2022 2nd Prelim Budget	2022 Final Budget	Changes
Airport	1,036,167	1,036,167	-
Industrial Parks	862,203	862,203	-
Port Orchard Marina	1,584,065	1,584,065	-
Bremerton Marina	1,286,041	1,286,041	-
Other Marinas	79,626	79,626	-
General & Administrative	2,145,058	2,145,058	-
<b>Total Operating Expenses</b>	<b>6,993,160</b>	<b>6,993,160</b>	<b>-</b>
<b>Available Resources for Capital Projects</b>	<b>6,750,965</b>	<b>6,750,965</b>	<b>-</b>

2022 Capital Budget Details						Available Resources For Capital Projects \$ 6,750,965		
	Project continues to happen	Total Project Budget	Port 2021 Budget	Expenses, Contracts to Date	2021 Project Budget Rollover	New \$\$ 2022	Grants/Loans for 2022	Net \$\$ 2022
Airport	Multipurpose Facility (Construction)	\$ 4,882,838	\$ 4,261,988	\$ 861,921	\$ 3,400,067	\$ 620,850		\$ 620,850
Airport	Multipurpose Facility (Engineering - CM)	\$ 439,186	\$ 413,294	\$ 365,186	\$ 48,108	\$ 25,892	\$ -	\$ 25,892
Airport	South Hangar Project (Phase 2) (Design)	\$ 331,443	\$ 331,443	\$ -	\$ 331,443	\$ -		\$ -
OVIP	Inventech Marine Site (Construction)	\$ 1,200,000	\$ 1,200,000	\$ -	\$ 1,200,000	\$ -		\$ -
BM	Washington Ave Parking Lot	\$ 2,200,000	\$ 2,200,000	\$ -	\$ 2,200,000	\$ -		
Airport	Taxiway/Apron Rehab (Design +CN) (AIP)	\$ 4,501,317	\$ 335,395	\$ 335,395	\$ -	\$ 4,165,922	\$ 4,165,922	
POM	North & East Breakwater (Design)(DOC Grant)*	\$ 1,521,000	\$ 1,521,000	\$ 442,604	\$ 1,078,396			\$ -
GA	Site, Utility, Building Improvements	\$ 200,000	\$ 200,000	\$ 132,725	\$ 67,275	\$ 132,725	\$ -	\$ 132,725
GA	Business Development Opportunities	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ 75,000
GA	Software Upgrades, System Expansion	\$ 200,000	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ -
	<b>TOTAL:</b>	<b>\$ 15,550,784</b>	<b>\$ 10,738,120</b>	<b>\$ 2,212,831</b>	<b>\$ 8,525,289</b>	<b>\$ 5,020,389</b>	<b>\$ 4,165,922</b>	<b>\$ 854,467</b>
						<b>\$ 1,730,576</b>		

	New Projects for 2022	Total Project Budget	Grants/Loans for 2022	Net \$\$ 2022
Airport	Port Terminal/Avian Sewer Lift Station Replacement	\$ 60,000		\$ 60,000
Airport	SR3 Landscape Beautification	\$ 274,650		\$ 274,650
Airport	East Side Environmental Assessment	\$ 150,000	\$ 150,000	\$ -
OVIP	OVIP 7 HVAC Replacement	\$ 35,000	\$ 35,000	\$ -
AP/OVIP	Front Mower (50/50 Split with OVIP)	\$ 25,000	\$ 25,000	\$ -
APT/MR	Marina Reventment Boat Demolition Concrete Pad	\$ 15,000		\$ 15,000
OVIP	Bldg 5650 (OVIP 2) Fascia and Roof Replacement	\$ 400,000		\$ 400,000
OVIP	Small Wastewater Elec. Panel & Pump Replacement	\$ 110,926		\$ 110,926
BM	Pile Coatings Splash Zone Repairs (40 piles/Year)	\$ 150,000		\$ 150,000
BM	USS turner Joy Moorage Improvements	\$ 10,000		\$ 10,000
BM	Electric Automatic Meter Upgrades	\$ 15,000		\$ 15,000
BM	Fish Cleaning Station (RCO Grant)	\$ 3,000	\$ 3,000	\$ -
BM/POM	Green Marina Skimmer (Grant Funded)	\$ 30,000	\$ 30,000	\$ -
BM/POM	Portable Pump Out Pump (RCO Grant)	\$ 25,000	\$ 25,000	\$ -
POM	Pile Coatings Splash Zone Repairs (20 piles/Year)	\$ 40,000		\$ 40,000
POM	Electric Automatic Meter Upgrades	\$ 20,000		\$ 20,000
POM	Fuel Dock Dispenser Replacement	\$ 25,000		\$ 25,000
PO Prop	Bay Street Environmental Project (521 & 525)	\$ 125,000		\$ 125,000
PO Prop	Bay Street Building Improvements (521 & 525)	\$ 130,000		\$ 130,000
PO Prop	Port Orchard Yacht Sales Roof Replacement	\$ 12,000		\$ 12,000
Harper	Pile Anodes / Splash Coat Zone Repairs(10 piles)	\$ 25,000		\$ 25,000
Admin	Seabeck Project Reserve	\$ 50,000		\$ 50,000
	<b>TOTAL</b>	<b>\$ 1,730,576</b>	<b>\$ 268,000</b>	<b>\$ 1,462,576</b>
		<b>\$ (0)</b>		

	<b>Deferred Projects</b>	<b>Total Project Budget</b>	<b>Grants/Loans</b>	<b>Net Port Cash</b>
Admin	PO/BREM/ Airport IT Improvements	\$ 115,000		\$ 115,000
Airport	Airport Way (Phase 2.3 Construction/PSRC Contingency)	\$ 3,663,481	\$ 2,942,656	\$ 720,825
OVIP	Bldg 5695 Imperial Way (OVIP 6) Roof Replacement - IMIA	\$ 150,000		\$ 150,000
OVIP	SR3 Frontage Development Park	\$ 250,000		\$ 250,000
OVIP	OVIP Sewer Pipe Replacement - Arne priority 1	\$ 300,000		\$ 300,000
POM	Mobile Mower Equipment	\$ 3,000		\$ 3,000
POM	Dock/Chain Upgrades & Repair	\$ 10,000		\$ 10,000

**PORT OF BREMERTON  
KITSAP COUNTY, WASHINGTON  
RESOLUTION NO. 2021-07  
DATED: November 23, 2021**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, filing the final budget and submitting a request for tax levies for calendar year 2022 with the Clerk of the Board of County Commissioners.

**WHEREAS**, the Board of Commissioners, Port of Bremerton, Kitsap County, by Resolution 2021-06 dated November 23, 2021 approved and adopted the Final Budget for Calendar Year 2022 in the amount of \$13,744,125 in accordance with RCW 53.35.010, 53.35.020, 53.35.030 and 53.35.045.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners, Port of Bremerton, in accordance with RCW 53.35.040, that:

1. A copy of the Final Budget of the Port of Bremerton for Calendar Year 2022, as approved by Resolution 2021-06 be filed with the Clerk of the Board of County Commissioners.
2. As required under Referendum 47, Section 209, Resolution 2021-04 is hereby submitted to the Board of County Commissioners to provide for levies against taxable property located within Kitsap County to raise funds in the amount indicated in the Final Budget as follows, plus new construction and improvements to property, newly constructed wind turbines, annexation, any increases in the values of state-assessed property, state-assessed utilities, refunds, and all allowable levies:

A.	General Purpose Levy	\$3,915,398
	Plus: New Construction	82,377
	Refunds	8,457
		<b>\$4,006,232</b>
B.	Special Tax (General Obligation Indebtedness) Levy	0

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 23<sup>rd</sup> day of November, 2021 and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

ATTEST:

\_\_\_\_\_  
Commission President

\_\_\_\_\_  
Commission Secretary

\_\_\_\_\_  
Commission Vice-President

## LEVY CERTIFICATION

In accordance with RCW 84.52.020, I, Sherman Hu, Chief Financial Officer, for the Port of Bremerton, do hereby certify to the Kitsap County legislative authority that the Commissioners of said district requests that the following levy amounts be collected in 2021 as provided in the district's budget, which was adopted on November 23, 2021, following a public hearing held on November 23, 2021.

Regular Levy:	\$3,915,398
Plus: New Construction	82,377
Refunds	8,457
 Total Regular Levy	 \$4,006,232
 Excess Levy:	 \$ 0

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Agenda Item No:   Action Item #2

Subject:            Final Acceptance: Nordland Construction NW, Inc.  
                      South Hangar Project Phase 1 Construction Contract  
                      Port Project # 02-18-0280

Prepared By:       Warren Hendrickson, Airport Manager

Meeting Date:      November 23, 2021

**Summary:**

On June 23, 2020, the Port Commission awarded the construction contract for the South Hangar Project Phase 1 to Nordland Construction NW, Inc. of Nordland, WA. The Port executed the contract – Port Capital Project #02-18-0280 – that same day. The total bid award amount, including applicable taxes, was \$2,193,646.80.

The overall project addresses increasing demand for both corporate and general aviation hangars at Bremerton National Airport and is split into two phases. The Phase 1 construction contract provided three pad-ready sites for large corporate hangars (to be built by others). Engineering, design, and environmental reviews were completed with the assistance of Century West Engineering (CWE).

Phase 1 project scope included:

1. Site development grading.
2. Construction of a new taxilane and paved aircraft parking apron.
3. Construction of a new access road.
4. Construction of new utilities (water, gas, and electrical).
5. Construction of a new storm drain system and a storm water detention system.
6. Installation of a new septic system.

The road, utilities, and storm water improvements constructed in Phase 1 will also serve the future Phase 2.

There were three change orders (CO) under this project due to changes in field conditions or revised specifications:

1. CO 1: Field Orders 1-11 addressed culverts, stormwater, fencing, and utilities.
  - a. Cost \$39,835.97
2. CO 2: Field Orders 13-16 addressed stormwater, taxilane underdrain, catch basins.
  - a. Cost \$34,879.48
3. CO 3: Additional fill requirements due to the volume of excavation.
  - a. Cost \$134,404.58

Port staff and CWE (the design and contract management consultant) agree that Nordland Construction NW, Inc. has completed all work associated with this project in accordance with the project specifications.

A final acceptance inspection was completed on November 9, 2021 by Port staff.

Fiscal Impact:

Total Nordland Construction NW, Inc. construction cost, including change orders and WSST, was \$2,402,766.80. The net impact of change orders was a construction cost increase of \$209,120.03, 9.5% of the bid award.

The project in its entirety is expected to be completed \$102,234.71 under the Port budget:

- Capital Budget Funds allocated to this project: \$3,180,000.00
- Total Project Cost: \$3,077,765.29
- Under Budget Difference: \$ 102,234.71 (3.2%)

The completed project is within the Port budgeted amount.

Strategic Purposes:

This action conforms with the Port's strategic plan in:

- Goal 1 - Be a significant leader in promoting the local economy and job growth both on and off Port Assets.
- Goal 2. Operate all Port facilities efficiently and cost effectively with a high degree of customer service.
- Goal 6 - Develop and fund a 20-year asset replacement/major maintenance schedule.

Recommendation:

Accept as final the South Hangar Project Phase 1 construction contract with Nordland Construction NW, Inc. with a total construction cost of \$2,402,766.80.

Motion for Consideration:

**Move to approve as final the South Hangar Project Phase 1 construction contract with Nordland Construction NW, Inc. in the amount of \$2,402,766.80.**

# PORT OF BREMERTON

## AGENDA SUMMARY

Agenda Item No:        Action Item #3  
Subject:                Bid Authorization for Hangar 7 Stormwater Repair  
Prepared By:         Warren Hendrickson, Airport Manager  
Meeting Date:         November 23, 2021

### Summary:

During the summer 2020 excavation required for the South Hangar Project Phase 1 construction (Port Project # 02-18-0280), an undocumented underground stormwater drainage pipe was discovered. Project design and engineering documentation did not reference this large pipe nor, from other available stormwater documentation, did the pipe appear to serve any purpose to the existing stormwater drainage system that serves Port-owned and condominium hangar buildings. As a result, the portion of this stormwater pipe lying below the South Hangar Project site was removed and its end was sealed and capped.

Subsequent detailed investigation of the entire underground pipe stormwater drainage system revealed that the previously capped stormwater pipe was in fact a drainage outfall for hangar stormwater. Had that been known at the time of summer 2020 excavation, the Port would have had to address the pipe's unexpected discovery with a rerouting of the line and a new connection to the stormwater drainage system. The optimum solution – for both simplicity and cost – is installing an additional underground drainage pipe at Hangar 7 and routing stormwater drainage in an alternate direction. This repair project will accomplish this objective.

The bid period for this repair project will run from November 24 to December 8, 2021. A bid award is planned for the December 14, 2021 Port Commission meeting.

### Fiscal Impact:

The cost estimate for this repair project is between \$95,000.00 and \$140,000.00, including sales tax, based on surveyed contractors. The estimated cost to the Port for this repair is \$55,146.00. The Port's share is based on an engineering estimate of the expected summer 2020 change order costs that would have been incurred at the time of initial pipe discovery. The balance of this project's repair costs will be assumed by Century West Engineering and its project design subcontractors. The Port's portion of the repair will be funded from the Port's stormwater reserve funds.

### Strategic Purpose:

This action conforms with the Port's strategic plan in:

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

### Recommendation:

Authorize Port staff to proceed with the bid call for the Hangar 7 Stormwater Repair.

### Motion for Consideration:

**Move to authorize Port staff to proceed with the bid call for the Hangar 7 Stormwater Repair.**