

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

January 11, 2022
10:00 AM

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

Call to Order

Oath of Office

Election of Board Officers

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 December 14, 2021
- B. Payment of checks #901463 through #901465 and #83131 through #83170 and #E00772 through #E00784 and #83171 from the General Fund for \$84,824.49; #E00771 and #83129 through #83130 from the Construction Fund for \$73,178.59. Void Check #83050.

Payment of checks #E00785 and #E00786 and #83172 and #83175 through #83202 and #E00787 through #E00791 and #901466 through #901468 and #901469 through #901470 and #901471 through #901474 and #E00792 and #83208 through #83223 and #E00795 through #E00801 and #901475 and #E00804 and #83225 through #83240 and #E00806 through #E00818 and #83241 and #901476 and #901477 and #901478 through #901479 from the General Fund for \$269,309.32; #83173 through #83174 and #83203 and #E00793 through #E00794 and #83204 through #83207 and #E00802 and #E00803 and #E00805 and #83224 from the Construction Fund for \$383,776.12. Void Checks #901474 and 83236 from the General Fund for \$(1,298.06)
- C. Resolution 2022-01 authorizing the CEO to sell and convey Port property

Information Items

- 1. Multipurpose Facility Tenant Introduction – Morris Restaurant Management, LLC

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. Adoption of modified Port of Bremerton Commissioner District Boundaries
 - 1.1. Presentation
 - 1.2. Public Hearing
 - 1.3. Consideration of Adoption
2. Multipurpose Facility Consultant Agreement Amendment No. 6 with Blue Architecture LLC for Construction Administration Services

Recess the Public Meeting to open the Bremerton Economic Development Corporation (BEDC) Meeting

1. Approval of Minutes of the January 12, 2021 meeting.
2. Election of Officers for 2022

Close the BEDC Meeting and Reconvene the Regular Meeting

Staff Reports

Commission New Business / Reports

1. Commissioner appointments/representation for 2022

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>01/11/2022</i>	<i>10:00 am</i>	<i>*Commission Regular Meeting via ZOOM</i>
<i>01/20</i>	<i>3:00 pm</i>	<i>Kitsap Regional Coordinating Council TransPOL</i>
<i>01/25</i>	<i>6:00 pm</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

December 14, 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
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 BOZEMAN, seconded by STRAKELJAHN to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the regular business meeting of November 23, 2021.
- B. Payment of checks #901453 and #901454 through #901456 and #901457 through #901460 and #901461 and #901462 and #E00768 and #83122 through #83128 and #E00769 through #E00770 from the General Fund for \$68,146.46.

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Proposed Redistricting Boundary Map

Ginger Wayne, Executive Assistant, presented the preferred draft redistricting map that was selected from three alternatives at the previous Commission meeting. As a reminder, the Port is required to redistrict their commission districts once every ten years using the decennial census data provided by the federal government. She outlined the revised areas of the map stating those revisions resulted in minimizing the population difference between the districts from 5.3% to .6%. She emphasized that the map is available for public comment on the Port's website. Once any public comments have been reviewed, the map will be finalized and presented for a public hearing and adoption at the January 11, 2022 Commission meeting.

2. Recap of 2021 Bremerton Motorsports Park User Activity – Brian Nilsen, Circuit of the Northwest

Mr. Nilsen provided a recap of the 2021 back runway "racetrack" activity which set a record of 160 events with over 20 user groups, many of them being public users. He described some of the public uses along with other uses of note. The 2022 schedule is complete with every weekend booked March-October. A slideshow of photos from different events throughout the year was provided. Mr. Nilsen responded to questions and comments from the Board.

Citizen Comments

Ryan LaPointe

- Noticed there are great events happening at the racetrack and suggested that facility also be used for STOL (short takeoff and landing) air events.

Action Items

1. Final Acceptance of Boat Fire Repair Project with Aqua Dive Services, LLC
Presented by James Weaver, Director of Marine Facilities (due to technical difficulties CEO Jim Rothlin presented on Mr. Weaver's behalf)

Following presentation;

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve as final the contract with Aqua Dive Services, LLC in the amount of \$105,730.00.

MOTION CARRIES, 3-0

2. Stormwater Utility Easement with ALM Bremerton, LLC
Presented by Arne Bakker, Director of Business Development

Following presentation and discussion;

It was moved by STRAKELJAHN, seconded by ANDERSON to:

Approve the stormwater utility easement with ALM Bremerton, LLC

MOTION CARRIES, 3-0

3. Lease Amendment with Waste Management of Washington, Inc.
Presented by Arne Bakker, Director of Business Development

Following presentation and discussion;

It was moved by ANDERSON, seconded by BOZEMAN to:

Approve Lease Amendment #6 with Waste Management of Washington, Inc.

MOTION CARRIES, 3-0

4. Airport Rates & Fees
Presented by Warren Hendrickson, Airport Manager

Following presentation and discussion;

It was moved by BOZEMAN, seconded by ANDERSON to:

- i. Adopt a CPI-U formula for setting airport rates and fees in 2022 and beyond (October Seattle-Tacoma-Bellevue CPI-U to be used for setting rates in the subsequent calendar year, not to exceed 5% annually).
- ii. Authorize setting electrical rates to achieve a cost neutral basis.
- iii. Accomplish a review of rates and fees at comparable airports every third year beginning 2024.

5. Design, Bid Services, and Construction Management Agreement with Century West Engineering Corporation (Task Order #16) for the Airfield Lighting LED Precision Approach Path Indicator (PAPI) Installation Project
Presented by Warren Hendrickson, Airport Manager

Following presentation and discussion;

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the LED PAPI Project Design-Bidding Services-Construction Management Contract (Task Order #16) with Century West Engineering and authorize the CEO to execute the contract.

MOTION CARRIES, 3-0

6. Bid Authorization for the Airfield Lighting LED PAPI Installation Project.
Presented by Warren Hendrickson, Airport Manager

Following presentation;

It was moved by BOZEMAN, seconded by ANDERSON to:

Authorize Port staff to proceed with the bid call for LED PAPI installation project construction.

MOTION CARRIES, 3-0

7. Bid Award to Contractor's Roof Service, Inc. for the 5650 Imperial Way Roof Replacement & Facility Upgrades Project
Presented by Warren Hendrickson, Airport Manager

Following presentation and discussion;

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the award of the 5650 Imperial Way Roof Replacement and Facility Upgrades construction contract to Contractor's Roof Service, Inc. and authorize the CEO to execute the contract with the requirement that a Notice to Proceed not be issued before January 1, 2022.

MOTION CARRIES, 3-0

8. Bid Award to Henderson Partners for the Hangar 7 Stormwater Repair Project
Presented by Warren Hendrickson, Airport Manager

Following presentation and discussion;

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the award of the Hangar 7 stormwater repair construction contract to Henderson partners LLC and authorize the CEO to execute the contract.

MOTION CARRIES, 3-0

Staff Reports

Jim Rothlin, Chief Executive Officer

- There are a couple of companies interested in expansion in the industrial/business park so the Port is negotiating with Panattoni Development Company who will lease the land and construct the buildings.
- Announced CFO Sherman Hu will be leaving the Port for other opportunities. Stephe Buhman, Accounting Manager, will be handling his duties until a new CFO is hired.
- Aircraft Owners and Pilots Association (AOPA) has expressed interest in having Bremerton National Airport host AOPA's 2023 Fly-In as was done in 2016.
- Reported on the Washington Public Ports Association (WPPA) annual meeting which was held in person with COVID-19 safety precautions in place.
- As typically done, recommended cancelling the Port's 2nd commission meeting in December due to being in the middle of the holidays. The Board agreed to cancel the December 28 meeting.

Commission Reports / New Business

Commissioner Strakeljahn

- Reported on the Central Puget Sound Economic Development District (CPSEDD) Board meeting during which the 2022-2027 Regional Economic Strategy was adopted.

- Still have 5 or 6 meetings with legislators scheduled prior to the end of the year regarding the Gorst Corridor.
- Received a call from the County offering assistance with lobbying efforts regarding the derelict vessels issue.

Commissioner Anderson

- Will be attending the Kitsap Economic Development Alliance (KEDA) and Peninsula Regional Transportation Planning Organization (PRTPO) board meetings this week.
- Discussed the affordable housing issue which he believes to be an indirect responsibility of the Port. It will be a major issue over the next several months on how to find solutions.

Commissioner Bozeman

- Discussed the potential for an increased sales tax for affordable housing.
- Attended the Puget Sound Regional Council (PSRC) Transportation Policy Board meeting and discussed the ferry crisis and the need for legislative action.
- Discussed airport solar farms and his interest in the Port looking into the potential for a solar farm on Port property within the next couple of years.
- Announced this will be his last official meeting as President; will pass gavel off in January to Commissioner Strakeljahn. He remarked that he feels the commission has operated as well as it could during this pandemic situation.
- Wished everyone a Merry Christmas and Happy New Year!

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 11:29 a.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
January 6, 2022

Gary Anderson
Commission Secretary
January 11, 2022

**PORT OF BREMERTON
KITSAP COUNTY, WASHINGTON
RESOLUTION NO. 2022-01
DATED: January 11, 2022**

A RESOLUTION of the Board of Commissioners, Port of Bremerton, authorizing the Port's Chief Executive Officer to sell and convey port district property of Twenty Thousand, Six Hundred and Seventy-Four Dollars (\$20,674) or less in value according to the criteria outlined in RCW 53.08.090. This authority shall be in force for the calendar year 2022.

WHEREAS, RCW 53.08.090 provides that the Bremerton Port Commission may authorize the Chief Executive Officer to sell and convey port district property of \$20,674 or less in value, and

WHEREAS, prior to any such sale or conveyance, the Chief Executive Officer shall itemize and list the property to be sold and make written certification to the Port Commission that the listed property is no longer needed for port district purposes, and

WHEREAS, any large block of the property having a value in excess of \$20,674 shall not be broken down into components of \$20,674 or less value and sold in the smaller components unless the small components be sold by public competitive bid, and

WHEREAS, no property which is a part of the comprehensive plan of improvement or modification thereof shall be disposed of until the comprehensive plan has been modified to find the property surplus to port needs. The comprehensive plan shall be modified only after public notice and hearing provided by RCW 53.20.010, and

WHEREAS, this resolution shall not repeal or modify procedures for property sales within industrial development districts as set forth in chapter RCW 53.25, and

WHEREAS, the \$20,674 figure designated in this resolution shall be adjusted annually based upon the implicit price deflator established by the Washington State Department of Revenue.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners, Port of Bremerton, that the Chief Executive Officer is authorized to sell and convey port district property of Twenty Thousand, Six Hundred and Seventy-Four Dollars (\$20,674) or less in value according to the terms of this resolution and according to the criteria established in RCW 53.08.090, and

BE IT FURTHER RESOLVED, that this authority shall be in force for the calendar year 2022.

ADOPTED by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 11th day of January 2022 and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

Commission President

ATTEST:

Commission Vice President

Commission Secretary

PORT OF BREMERTON

AGENDA SUMMARY

Agenda Item No: Action Item 1

Subject: Adoption of modified Commissioner District Boundaries based on the 2020 Census

Exhibits: Modified district boundaries map and population data

Prepared By: Ginger Waye, Executive Assistant

Meeting Date: January 11, 2022

Summary:

The Port of Bremerton is required by Washington State law (RCW Title 53.16 and Title 29A.76) to update its commissioner districts every 10 years following completion of the U.S. Census; the most recent being accomplished in 2020. Internal district boundaries are changed to reflect the current population in order to provide the public, as far as possible, equal Commissioner representation.

The Port contracted with FLO Analytics, a GIS and data analytics consulting firm, to provide redistricting analysis and develop commissioner district boundary options for review. At the November 23, 2021, Commission meeting, the Board reviewed the proposed alternatives and selected a preferred map.

The preferred map was presented to the public at the December 14, 2021, meeting with an open public comment period being held December 9 – 19. No comments have yet been received but a public hearing will be held following this presentation and prior to the formal adoption.

If the public has objections to the new boundaries, there is a 15-day period following adoption for any registered voter to request a Superior Court review.

Fiscal Impact:

\$8,000 for analytical and map creation services, along with surveying services to provide legal descriptions for each commissioner district. This amount was included in the budget.

Strategic Purpose:

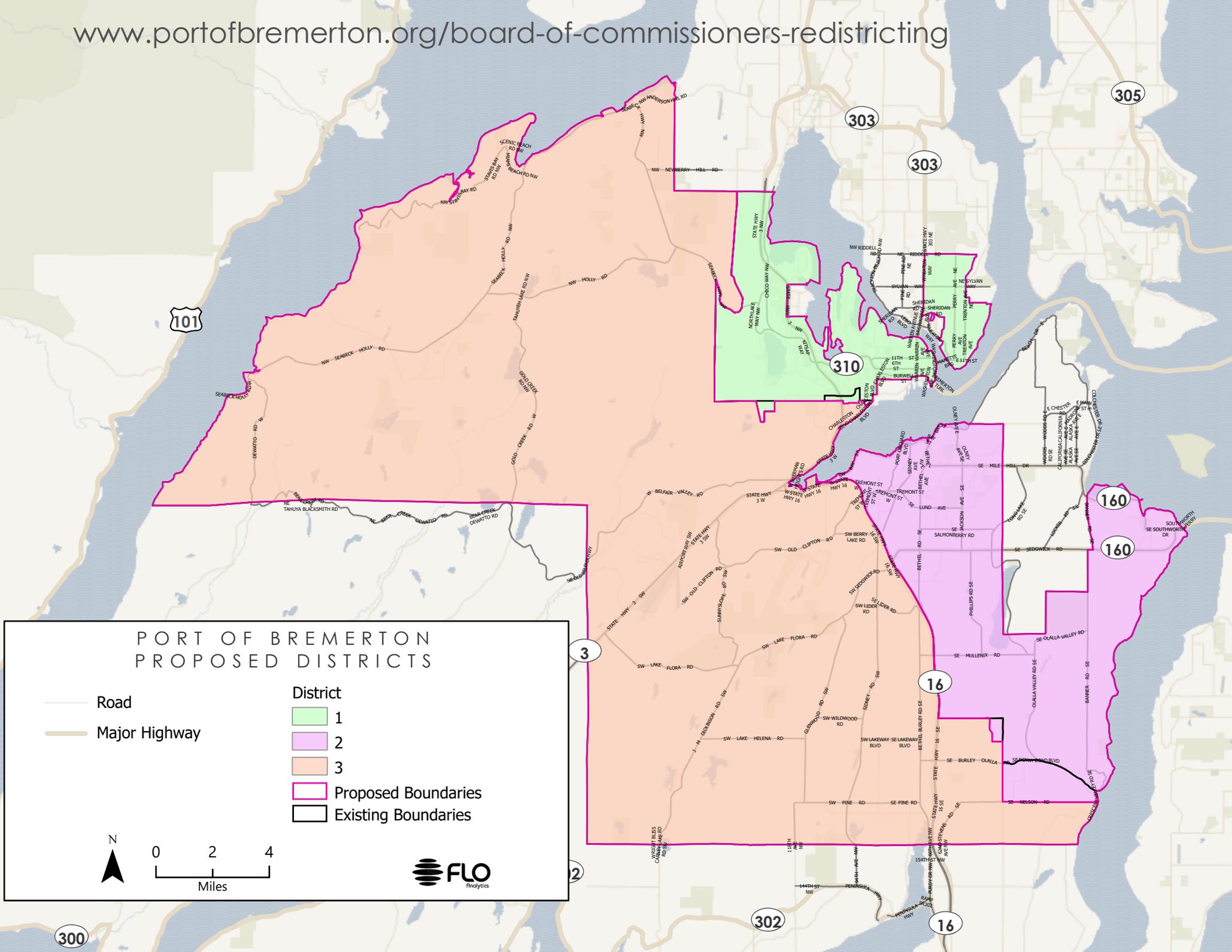
This action conforms with the Port's strategic plan in Goal 5 to continue maintaining the Port's strong connection with the community.

Recommendation:

Staff recommends adoption of the modified Commissioner district boundaries

Motion for Consideration:

Move to adopt the new Commissioner District Boundaries for the Port of Bremerton based on the 2020 Census.



PORT OF BREMERTON PROPOSED DISTRICTS

— Road
— Major Highway

- District
- 1
 - 2
 - 3
- Proposed Boundaries
Existing Boundaries



300

302

16

3

2

303

303

310

160

160

305

Port of Bremerton Redistricting Summary Statistics

Scenario 1—DRAFT—Subject to change
12/08/21



Ideal Population Criterion

Ideal Population	38,844
Overall Range	0.6%
< 5.0%	5.0 - 10.0%
> 10.0%	

Total Population & Deviation per District

District ID	Total Population	Over / Under Ideal	Deviation From Ideal
1	38,940	96	0.2%
2	38,709	-135	-0.3%
3	38,884	40	0.1%

Total Population by Race/Ethnicity per District

District ID	White	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian and Pacific Islander	Some Other Race	Two or More Races	Hispanic/Latino
1	68.3%	4.3%	0.9%	5.2%	1.2%	0.7%	8.8%	10.6%
2	73.1%	2.3%	1.0%	4.0%	1.5%	0.8%	9.2%	8.2%
3	77.3%	1.7%	0.9%	3.4%	0.9%	0.8%	8.2%	6.9%

2020 Census P.L 94-171 Redistricting Data Summary Files Total Population by race and Hispanic/Latino origin.

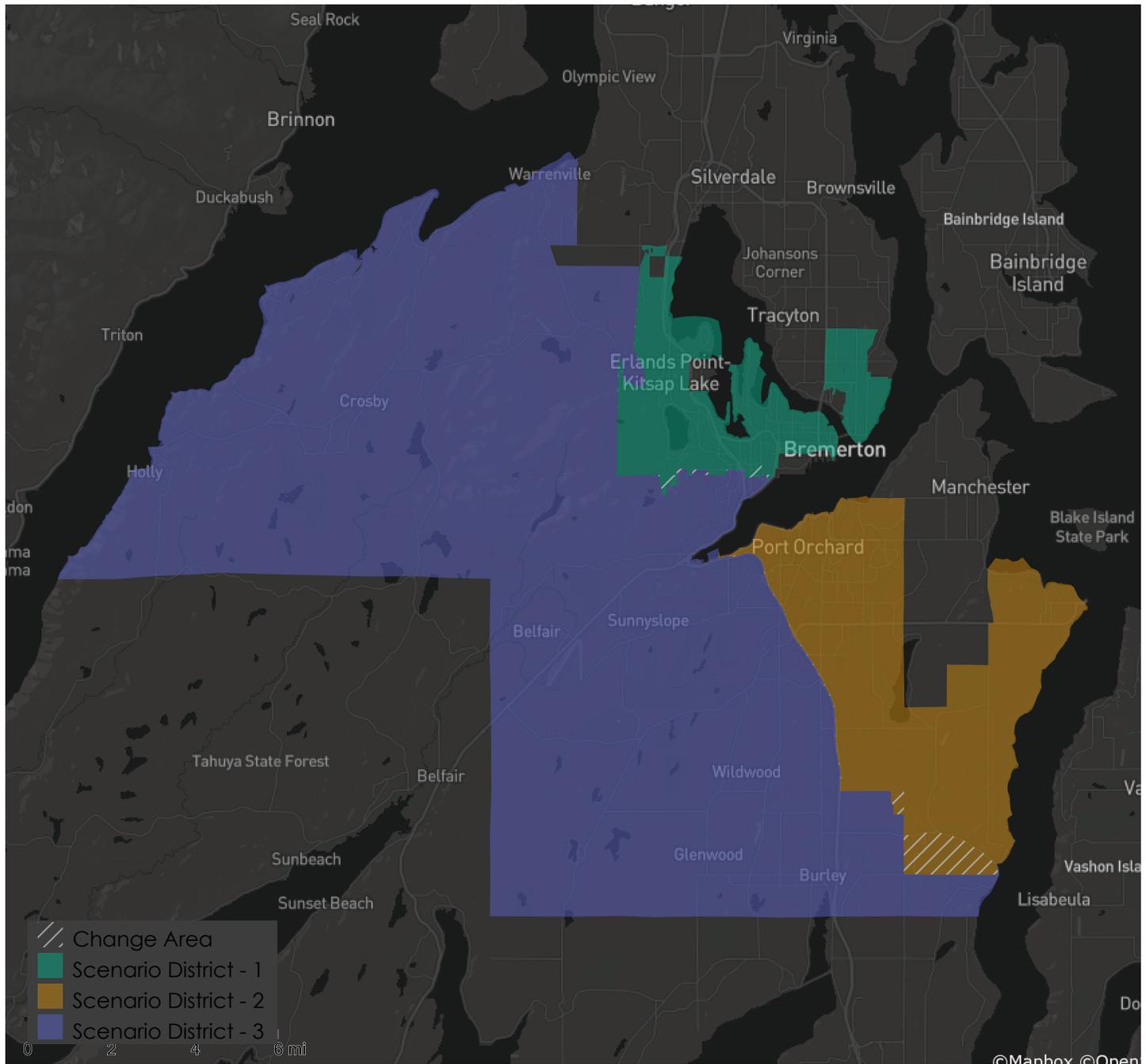
CVAP by Race/Ethnicity per District

District ID	White	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian and Pacific Islander	Two or More Races	Hispanic/Latino
1	76.3%	4.9%	0.8%	4.8%	0.9%	6.0%	6.3%
2	80.7%	2.6%	0.9%	4.4%	1.5%	3.7%	6.3%
3	86.8%	0.9%	0.6%	2.5%	0.7%	3.5%	5.0%

2015-2019 (5-year) American Community Survey (ACS) Citizen Voting-age Population (CVAP) by Race and Ethnicity Special Tabulation. Rounding may lead to summation of race/ethnicity percentages not equal to 100% (+/- 1%)

Port of Bremerton Redistricting Summary Statistics

Scenario 1—DRAFT—Subject to change
12/08/21



Metadata

Run Time Stamp: 2021-12-08 12:37:49

Workflow Directory: X:\F1544_Port_of_Bremerton\02_Redistricting_Services\Projects\Alteryx\

District Scenario: File: gdb:X:\F1544_Port_of_Bremerton\02_Redistricting_Services\Data\Redist.gdb\|Districts_Scenario_1

PORT OF BREMERTON
AGENDA SUMMARY

Agenda Item No: Action Item 2
Subject: Blue Architecture LLC, Amendment No. 6, Construction Administration Contract for the Multipurpose Facility
Exhibits: None
Prepared By: Fred Salisbury
Meeting Date: January 11, 2022

Summary:

In May 2021, Blue Architecture completed the final design of the Multipurpose Facility at Bremerton National Airport. The contract details a scope of work for Construction Administration services which has now been added to the budget once the complexity of the construction of the project was determined. This scope of work will: 1) require attendance at regularly scheduled construction meetings with the Port and contractor; 2) Respond to and maintain a log of contractor Request for Information; 3) Review building systems and finish submittals and shop drawings as required; 4) Advise owner of special inspections required by the City of Bremerton; 5) Perform regular site inspections and generate reports as required; 6) At 95% completion, develop project punch list of items constructed incorrectly or incomplete and complete corrective action inspections; and 7) Prepare and issue closeout documents.

Fiscal Impact:

The contract amount for this amendment is \$57,400 and is identified in the 2022 Airport Capital budget. This amendment will bring the total contract amount with Blue Architecture, LLC to \$422,586, with a total approved budget of \$439,186.00

Strategic Purpose:

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

Recommendation:

Approve Amendment No. 6 with Blue Architecture LLC for Construction Administration services in the amount of \$57,400 and authorize the CEO to execute the contract amendment.

Motion for Consideration:

Move to approve Amendment No. 6 with Blue Architecture LLC for Construction Administration services in the amount of \$57,400 and authorize the CEO to execute the contract amendment.

PORT OF BREMERTON

ECONOMIC DEVELOPMENT CORPORATION MEETING

A G E N D A

January 11, 2022

Remote Access Only

Zoom Meeting ID: 335 903 0010

Zoom Call-In: (253) 215-8782

BKAT Live Stream

A C T I O N I T E M S

- I. Approval of Minutes of the January 12, 2021 meeting.
- II. Election of Officers for 2022

Adjournment

**MINUTES OF THE ANNUAL MEETING
PORT OF BREMERTON
ECONOMIC DEVELOPMENT CORPORATION
January 12, 2021**

Port of Bremerton Commissioner Cary Bozeman called the meeting of the Bremerton Economic Development Corporation to order at 10:05 a.m., January 12, 2021.

Present were Port Commissioners Cary Bozeman, Axel Strakeljahn, and Gary Anderson; Port Attorney Anne Montgomery; and Port of Bremerton staff members Jim Rothlin, Fred Salisbury, Sherman Hu, Arne Bakker, James Weaver, Warren Hendrickson, Ginger Waye, and Taylor Korizon.

Approval of Minutes:

Commissioner Strakeljahn moved to approve the Minutes of the January 14, 2020 meeting. Commissioner Bozeman seconded and the motion carried unanimously.

Election of Officers:

It was moved, seconded and passed unanimously to elect Cary Bozeman as Chairman, Axel Strakeljahn as Vice Chairman, and Gary Anderson as Secretary/Treasurer.

With no further business to come before the Corporation, the meeting was adjourned at 10:55 a.m.

Submitted,

Gary Anderson
Bremerton Economic Development Corporation

Appointments for 2022 Representation of the Port of Bremerton

Per Board decision on January 12, 2021, Appointments will be on a 2-yr cycle to coincide with Board election of officers

The Board is represented on various organizations and committees related to Port activities. The 2021 appointments are provided below:

Organization/Committee	2021 Rep/Alternate	Representative	Alternate
Kitsap Regional Coordinating Council (KRCC) Executive Board Transportation Policy Committee (TransPOL) Land Use Planning Policy Committee (PlanPOL)	AS / GA AS / GA AS / GA		
Puget Sound Regional Council (PSRC) Executive Board Economic Development Board Transportation Policy Board (Port Alternate)	AS / CB AS / CB CB / No POB Alt		
Washington Public Ports Association (WPPA) Executive Board ¹ Trustee ² Legislative Committee	N/A CB / AS All PC's	Elected at WPPA Annual Meeting PC President	PC Vice-President All PC's
Bremerton Chamber of Commerce	CB / AS		
Bremerton Pilots Association (BPA)	AS / GA		
Kitsap All Ports Association	All PC's		
Kitsap Aerospace & Defense Alliance (KADA)	AS / CB		
Kitsap Economic Development Alliance (KEDA)	GA / CB		
Navy League	CB / GA		
Peninsula Regional Transportation Planning Organization (PRTPO)	GA / CB		
Port Orchard Chamber of Commerce	GA / AS		
Seabeck Community Club	AS / GA		

¹ WPPA Executive Board members are elected at WPPA Annual Meeting

² WPPA Trustee is by Resolution 95-19 to be Commission President; alternate Commission Vice-President