

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

January 24, 2023
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 and executive session of January 10, 2023.
- B. Payment of checks #901696 through #901699 and #901700 and #901701 and #901702 and #84519 through #84555 and #E01300 through #E01314 and #901703 through #901705 and #901706 through #901709 from the General Fund for \$309,001.28.
Payment of checks #901710 through #901711 and #901712 and #84556 through #84587 and #E01315 through #E01333 from the General Fund for \$156,252.84.

Information Items

1. Federal and State Lobbying Report – Desimone Consulting Group

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

1. Final Acceptance of Airfield Lighting LED Precision Approach Path Indicator (PAPI) Installation Project #02-21-0270B with Colvico, Inc.

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>
01/24/2023	6:00 pm	*Commission Regular Meeting
01/26	10:00 am	Puget Sound Regional Council (PSRC) Executive Board
01/26	12:10 pm	PSRC Executive Committee
02/01	1:00 pm	Central Puget Sound Economic Development District (CPSEDD) Executive Committee
02/07	12:30 pm	Kitsap Regional Coordinating Council Executive Board
02/14	10:00 am	*Commission Regular Meeting

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

January 10, 2023
10:00 AM

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

Commissioners and Staff Present

Commissioners
Axel Strakeljahn
Gary Anderson
Cary Bozeman

Staff Members
Jim Rothlin
Arne Bakker
Jeremiah Wiley
James Weaver
James Goodman
Monroe Whitman IV
Ginger Waye
Stephanie Frame
Anne Montgomery, Atty

Call to Order

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

Approval of Agenda

It was moved by ANDERSON, seconded by BOZEMAN to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the special meeting and regular business meeting of December 13, 2022.
- B. Payment of checks #901687 through #901690 and #E01282 and #901691 through #901692 and #901693 through #901694 and #84487 through #84495 and #E01283 through #E01288 from the General Fund for \$2,142,158.56.
Payment of checks #E01289 through #E01290 and #901695 and #84496 and #84497 through #84518 and #E01291 through #E01299 from the General Fund for \$44,690.57.

- C. Resolution 2023-01 authorizing the CEO to sell and convey Port property of \$10,000 or less for the calendar year 2023.
- D. Fifth Amendment to Chief Executive Officer Contract

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Citizen Comments - None

Action Items

- 1. Bid Award for Mount Jupiter Way Site Development Project
Presented by Arne Bakker, Chief Operations Officer

Following presentation and discussion;

It was moved by ANDERSON, seconded by BOZEMAN to:

Award the Mount Jupiter Way Site Development Project to Nordvind Company in the amount of \$1,053,982.85, inclusive of tax, and authorize the Port CEO to execute the contract documents.

MOTION CARRIES, 3-0

- 2. Bid Authorization for Roof Replacements of 5737 Imperial Way (OVIP #3) and 5695 Imperial Way (OVIP #6)
Presented by James Goodman, Director of Facilities & Property Development

Following presentation and discussion;

It was moved by STRAKELJAHN, seconded by ANDERSON to:

Authorize Port staff to proceed with the bid call for 5737 Imperial Way (OVIP #3) and 5695 Imperial Way (OVIP #6) Roof Replacements Project.

MOTION CARRIES, 3-0

- 3. Final Acceptance - Wastewater Plant Emergency Generator Project with Ahearn Electric
Presented by James Goodman, Director of Facilities & Property Development

Following presentation and discussion;

It was moved by ANDERSON, seconded by BOZEMAN to:

Accept as final the Wastewater Emergency Generator Installation Project with Ahearn Electric, Inc.

MOTION CARRIES, 3-0

Bremerton Economic Development Corporation (BEDC) Meeting

President Strakeljahn recessed the Public Meeting and called to order the Bremerton Economic Development Corporation Meeting at 10:30 a.m. CEO Rothlin provided a briefing on the background and purpose of the BEDC.

1. Approval of Minutes

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve the Minutes of the January 11, 2022, Bremerton Economic Development Corporation meeting.

MOTION CARRIES, 3-0

2. Election of Officers

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Elect Axel Strakeljahn as Chairman, Gary Anderson as Vice Chairman, and Cary Bozeman as Secretary/Treasurer of the Bremerton Economic Development Corporation.

MOTION CARRIES, 3-0

With no further business to come before the Corporation, the BEDC meeting was adjourned, and the Public Meeting reconvened at 10:35 a.m.

Staff Reports

Jim Rothlin, Chief Executive Officer

- Recognized staff work anniversaries for January:
 - Ginger Waye, Executive Assistant, 30 years
 - Jeremiah Wiley, Chief Financial Officer, 1 year
- Provided an update on construction of the Multipurpose Facility which is at the stage of discussing a ribbon-cutting ceremony.
- Parking garage at Marina Square is now open for Bremerton Marina parking. James Weaver, Director of Marine Facilities, commented on the process and discussed the parking procedure.
- Announced the Port will be participating in two upcoming trade shows; the Seattle Boat Show February 3-11 and the Northwest Aviation Conference in Puyallup at the end of February.
- The Board will receive a state and federal lobbying report from the Port's lobbyist, Desimone Consulting Group at the next commission meeting.

Commission Reports / New Business

Commissioner Anderson

- Commented that the Port got accomplished a lot of important things last year but really looking forward to this year. It is going to be a great year where many important things need to be talked about and decided on.

Commissioner Bozeman

- Reiterated the importance of the Bremerton Marina parking garage and the challenges that came with the project. Credited those involved in the project for getting it all pulled together and completed.

Commissioner Strakeljahn

- Through Puget Sound Regional Council (PSRC) will be hosting an America's Tour in our region this spring. The Tour is put together by the United States Chamber of Commerce and includes leaders from several countries. PSRC is working hard on this tour and it will include Kitsap County.

Executive Session

President Strakeljahn recessed the meeting at 11:00 a.m. and reconvened into executive session at 11:05 a.m. for approximately 30 minutes for the purpose of considering the price and terms at which real estate may be leased or sold when public discussions could disadvantage the Port's negotiations [RCW 42.30.110(1)(c)]. At 11:35 a.m. executive session was extended 20 minutes; at 11:55 a.m. extended 30 minutes; and at 12:25 p.m. extended 10 minutes.

At 12:38 p.m. the regular meeting was reconvened.

Adjournment

There being no further business before the Board, the meeting was adjourned at 12:38 p.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
January 19, 2023

Cary Bozeman
Commission Secretary
January 24, 2023

PORT OF BREMERTON
BOARD OF COMMISSIONERS
EXECUTIVE SESSION

MINUTES

January 13, 2023
11:05 AM

CEO Office
Port Administration Offices
Bremerton Nat'l Airport Terminal Bldg
8850 SW State Hwy 3, Bremerton

Call to Order

President Strakeljahn called the executive session to order at 11:05 a.m., January 10, 2023.

Commissioners and Staff Present

Commissioners

Axel Strakeljahn
Gary Anderson
Cary Bozeman

Staff Members

Jim Rothlin
Arne Bakker
Jeremiah Wiley
James Weaver
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 12:38 p.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
January 19, 2023

Cary Bozeman
Commission Secretary
January 24, 2023

PORT OF BREMERTON
AGENDA SUMMARY

Agenda Item No: Action Item #1

Subject: Final Acceptance: Colvico, Inc. – Spokane, WA
LED PAPI Construction
FAA Grant No. 3-53-0007-003-2019
Port Project #02-21-0270B

Exhibits: None

Prepared By: Monroe Whitman, Airport Manager

Meeting Date: January 24, 2023

Summary:

On March 22, 2022, the Port Commission awarded the LED PAPI Light installation project to Colvico, Inc. The project is an extension of the 2020 Airfield Lighting Project. The FAA agreed to amend Airport Improvement Program (AIP) Grant Number 3-53-0007-033-2019, and authorized the Port to install an LED PAPI system on Runway 20 as an AIP-eligible project. The original flight check was scheduled to take place in September but due to weather delays, downed aircraft, and other events, the flight was rescheduled ten times. However, the flight check was completed on January 3, 2023 and the FAA deemed the PAPI system to be satisfactory.

Fiscal Impact:

Estimated Total Project Cost:	\$180,000.00
Colvico (electrical contractor)	\$100,092.72
Century West (engineering and project management)	<u>\$51,722.47</u>
Total:	<u>\$151,815.19*</u>

Under budget: \$28,184.81

*Funding Breakdown:	
FAA 90% Contributions (AIP-33 funding):	\$136,633.67
WSDOT funding is 5%	\$7,590.76
Port responsibility remaining 5%	\$7,590.76

Strategic Purpose:

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

- Goal 2: Operate all Port facilities efficiently and cost effectively with a high degree of customer service. Strategy 2b: Pursue cost efficiencies throughout the Port.
- Goal 6: Develop and fund a 20-year asset replacement/major maintenance schedule.

Recommendation:

Staff recommends authorizing Final Acceptance with Colvico, Inc. for the LED PAPI light construction project for a total of \$91,660.00 plus WSST.

Motion for Consideration:

Move to accept as final the LED PAPI light construction project with Colvico, Inc. for a total of \$91,660.00 plus WSST.