

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

January 9, 2018
6:00 PM

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

Call to Order

Pledge of Allegiance

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 and executive session of December 12, 2017.
- B. Payment of checks #102875 through #102904 and #76996 through #77000 and #77001 and #77007 through #77103 from the General Fund for \$214,510.35; #77002 through #77006 from the Construction Fund for \$96,772.54 and the payment of payroll taxes for \$17,438.82

Payment of checks #102905 through #102932 and #77104 through #77107 and #77108 through #77151 from the General Fund for \$190,822.29; and the payment of payroll taxes for \$17,107.88.
- C. Resolution 2018-01 authorizing the CEO to sell and convey Port property
- D. Chief Executive Officer Two-Year Contract Extension

Citizen Comments: *Open to the public for comment. Speakers are asked to keep their comments to less than 3 minutes. A Commissioner may request to waive the 3 minute time limit. Please feel free to submit further comments in writing to the Clerk of the Board.*

Action Items

1. Contract Change Order No. 1 with Global Diving & Salvage, Inc. for the Underwater Inspection, Assessment & Repair of Marine Facilities Project.

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

1. Approval of Minutes of the January 10, 2017 meeting.
2. Election of Officers for 2018
3. New Business

Close the BEDC Meeting and Reconvene the Regular Meeting

New Business

1. Commissioner appointments/representation for 2018
2. Confirmation of the regular business meeting schedule for 2018

Staff Reports

Commission Reports

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>01/09/18</i>	<i>6 pm</i>	<i>*Commission Regular Meeting – Bill Mahan Conference Rm</i>
<i>01/16/18</i>	<i>1 pm</i>	<i>Kitsap Regional Coordinating Council (KRCC) Executive Committee</i>
<i>01/18/18</i>	<i>1 pm</i>	<i>KRCC Transportation Policy Committee (TransPOL)</i>
<i>01/23/18</i>	<i>12:30 pm</i>	<i>Kitsap Aerospace & Defense Alliance Steering Committee</i>
<i>01/23/18</i>	<i>6 pm</i>	<i>*Commission Regular Meeting – Bill Mahan Conference Rm</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 12, 2017
6:00 PM

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

Call to Order

President Strakeljahn called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Commissioners and Staff Present

Commissioners

Axel Strakeljahn
Larry Stokes
Cary Bozeman

Staff Members

Jim Rothlin	Tim Mensonides
Fred Salisbury	Ginger Waye
Sherman Hu	Gordon Walgren, Atty
Arne Bakker	Jim Ryan, Atty

Approval of Agenda

It was moved by BOZEMAN, seconded by STOKES to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the regular business meeting and executive session of November 28, 2017 and the special meeting and executive session of December 9, 2017.
- B. Payment of checks #102845 through #102874 and #76912 through #76915 and #76919 through #76995 from the General Fund for \$247,589.49; #76916 through #76918 from the Construction Fund for \$17,910.27 and the payment of payroll taxes for \$16,680.07.
- C. Fund Transfer Resolution:
 - Resolution 2017-29 transferring \$50,000 into Seabeck Business Opportunities fund

It was moved by STOKES, seconded by BOZEMAN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Legislative Update – Dylan Doty, Jensen Walgren Doty Governmental Consulting

Mr. Doty discussed the upcoming short 60-day legislative session which begins on January 8. During session on February 20, the Port will hold its annual Day-on-the-Hill in Olympia which is an opportunity to update legislators on Port projects and get their feedback. He detailed session highlights – democrats control both house and senate; operating and transportation budgets expecting minor tweaks; McCleary education funding is expected to remain a main focus; capital budget still not passed – Port has money in it for Port Orchard Marina breakwater. There was also discussion with the board on current transportation studies for Gorst corridor and Tacoma Narrows Bridge to SR3; Volkswagen settlement funds grant packages; setting goals and prioritizing transportation infrastructure needs; policy bill on port broadband telecom authority; and Hirst water issue.

Mr. Doty reported there is an upcoming meeting with the new Washington Department of Fish & Wildlife Regional Director, Larry Phillips, to familiarize him with the Port and discuss the Misery Point boat launch.

Work Study Session

1. Marina Breakwater Discussion

Robert Wise, Marsh Andersen LLC, stated that for the last several years, the Port has allowed vessels to moor long-term on the outside of the Bremerton Marina breakwater but a policy decision is needed on whether this practice should be continued. He provided a summary of engineering positions by Art Anderson Associates (AAA) and Willy Ahn, formerly with AAA, an engineer of record on the Bremerton Marina reconstruction project:

AAA -

- Outside wall of the breakwater is a post-tensioned structure and not designed to moor vessels;
- No cleats were installed in original design;
- Probability of breakwater damage due to vessel impacts increases.

Willy Ahn -

- Wind loads can be sustained;
- No mooring hardware installed;
- Wave wall not designed for use of long-term moorage attachments;

- Short-term use only was intended;
- Significant engineering work would be required to engineer moorage solution.

Mr. Wise also reminded the Board that in 2005, due to concerns of Washington State Ferries, the Port committed to not moor boats on the eastside of the breakwater.

Following detailed discussion, the Board stated that moving forward, the Port will no longer allow permanent moorage on the outside of the breakwater but will do everything possible to assist current users in relocating.

Citizen Comments

Roger Gay, South Kitsap

- Provided a follow-up report on the very successful Shop with a Cop event which had over 130 kids and 150 law enforcement/military personnel participating.

Action Items

1. Final Acceptance–Terminal Building Roof Replacement Project with Bates Roofing, LLC
Presented by Fred Salisbury, Chief Operating Officer

It was moved by STRAKELJAHN, seconded by STOKES to:

Accept as final the Admin Roof Replacement construction contract with Bates Roofing LLC in the amount of \$83,613.66.

Following discussion;

MOTION CARRIES, 3-0

2. Final Acceptance–2017 Pavement Maintenance Project, Federal Aviation Administration (FAA) AIP No. 3-53-0007-31, with CR Contracting, LLC
Presented by Tim Mensonides, Airport Manager

It was moved by STOKES, seconded by BOZEMAN to:

Accept as final the 2017 Pavement Maintenance construction contract with C.R. Contracting, LLC in the amount of \$539,787.90.

Following discussion;

MOTION CARRIES, 3-0

New Business - None

Staff Reports

Jim Rothlin, Chief Executive Officer

- Experimental Aircraft Association (EAA) is in the process of converting the airport firehouse into the Bremerton Aviation Center for Education (BACE) which will provide an opportunity to introduce youth to aviation.
- The last parcel of navy property on the airport has been surplused and deeded to the Port. The building on the property which housed the Civil Air Patrol (CAP) will be demolished and design will begin for a new corporate hangar. CAP will move to the new BACE.
- Industrial park tenant, Coastal Marine will be vacating their building at the end of the year; staff is in serious talks with a company for taking over that building including a laydown area. In discussions with two other prospects for industrial park property.
- Airlift Northwest is now fully operational at the airport.

Commission Reports

Commissioner Stokes

- Honored to be invited to the Bremerton Pilots Association (BPA) Christmas party which was very successful and an enjoyable evening. He thanked BPA for the invite.

Commissioner Bozeman

- Reported on the Puget Sound Regional Council (PSRC) Executive Board meeting which included discussion related to growth numbers being expected to exceed projections which will provide challenges for infrastructure in this county.
- Thanked Jerry McDonald for being a council member that pays attention to the Port.

Commissioner Strakeljahn

- Reported on the Kitsap Regional Coordinating Council's (KRCC) Executive Board and TransPol meetings stating ground is being gained on MIC's and regional centers.
- Attended Navy League and the Nimitz welcome home ceremony.
- Provided the Board with KRCC's annual annexation report that includes projected population growth and targets.

Executive Session

President Strakeljahn recessed the meeting at 7:15 p.m. and reconvened into executive session at 7:25 p.m. for approximately 15 minutes regarding: real estate issues [RCW 42.30.110(1)(c)]. At 7:40 p.m., executive session was extended 10 minutes.

At 7:50 p.m. the regular meeting was reconvened.

Adjournment

There being no further business before the Board, the meeting was adjourned at 7:50 p.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
January 4, 2017

Axel Strakeljahn
Commission Secretary
January 9, 2017

Draft

PORT OF BREMERTON
BOARD OF COMMISSIONERS
EXECUTIVE SESSION

MINUTES

December 12, 2017
7:25 PM

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 7:25 p.m., December 12, 2017.

Commissioners and Staff Present

Commissioners

Axel Strakeljahn
Larry Stokes
Cary Bozeman

Staff Members

Jim Rothlin
Fred Salisbury

Gordon Walgren, Atty
Jim Ryan, 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 7:50 p.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
January 4, 2017

Axel Strakeljahn
Commission Secretary
January 9, 2017

**PORT OF BREMERTON
KITSAP COUNTY, WASHINGTON
RESOLUTION NO. 2018-01
DATED: January 9, 2018**

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 Eighteen Thousand Seven Hundred Forty-Four Dollars (\$18,744) or less in value according to the criteria outlined in RCW 53.08.090. This authority shall be in force for the calendar year 2018.

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 \$18,744 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 \$18,744 shall not be broken down into components of \$18,744 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 \$18,744 figure designated in this resolution shall be adjusted annually based upon the governmental price index 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 Eighteen Thousand Seven Hundred Forty-Four Dollars (\$18,744) 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 2018.

ADOPTED by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 9th day of January, 2018 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: Change Order No. 1 to the Global Diving & Salvage, Inc. Contract for Underwater Inspection, Assessment & Repair of Marine Facilities
Exhibits: Change Order dated 12.21.17
Prepared By: Fred Salisbury Chief Operations Officer
Meeting Date: January 9, 2018

Summary:

On September 26, 2017 the commission awarded Global Diving & Salvage, Inc. the contract for underwater inspection, assessment and repair of both the Bremerton and Port Orchard marinas. The work completed to date includes completion of the Bremerton Marina breakwater inspection/anode replacement, visual and ultrasonic inspection of pilot piles, Level I & II inspection of north breakwater section (taking on water since 2015), and the re-adjustment of the four marker buoys on Turner Joy. Work completed in the Port Orchard marina includes the breakwater inspection and anode replacement, a Level II inspection of 13 Bridal Chain Connections, and ultrasonic wall testing on pilot piles. The contractor has provided a written report. During the inspection of the Bremerton Marina breakwater, the divers observed heavy loss to previously installed anodes and observed surface rusting and minor deterioration to the cables, stud-linked chain and anchor piles. A recommendation was made to replace/install additional anodes to improve the cathodic protection of the anchoring system.

On December 7th the floating camel on the south wave attenuation wall became detached from the wall and was found floating in the marina. The south attachment structure had become jammed on the pilings (12/6) and subsequently separated from the camel resulting in the sinking of the attachment structure.

This change order will facilitate the attachment of 72 additional anodes on the Bremerton breakwater anchorage system and inspection of the south wave attenuation wall components to document damage/failure and assist in establishing a repair plan. The cost of the change order is not to exceed \$19,110.00.

Fiscal Impact: Funds for this change order are available in the 2017 project budget.

Recommendation: Staff recommends approval of the Change Order No. 1.

Motion for Consideration: Move to approve Change Order No. 1 to the Global Diving & Salvage, Inc. Contract



12/21/2017

Port of Bremerton

ATTN: Brian Robinson/Fred Salisbury

RE: Port of Bremerton Anode Installation

Global Diving & Salvage is please to present the following pricing for diving services at Port of Bremerton The scope of work is to install 72 anodes on anchor cables throughout the marina. Dive team consists of diver, tender and standby diver per USCG and OSHA regulation. Maximum anticipated depth is 70 feet. Additionally crew will inspect damaged area to the South Wave Attenuator Wall at the Port of Bremerton Marina to establish necessary repairs. Anticipated time to complete installation of anodes and survey damaged wave attenuator wall is 4 days.

Price Schedule:

**Diving Service inclusive of mobilization/demobilization\$4,777.50/day
(Monday-Friday 0700-1500hrs)**

ESTIMATED TOTAL:..... \$19,110.00

All diving services billed at a four-hour minimum. Pricing above includes 3-person dive team, surface supplied dive system, Dive Support vessel, underwater video and hand tools. Additional services or equipment requested to be billed at GDS tariff rates or cost + 20% for third party items.

Thank you for the opportunity and please don't hesitate to contact me with any questions.

Sincerely,

Chris Hume
Dive Supervisor



PORT OF BREMERTON

**NOTICE
ANNUAL MEETING
PORT OF BREMERTON
ECONOMIC DEVELOPMENT CORPORATION**

January 9, 2018

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

The Port of Bremerton Commissioners will meet for their annual meeting of the Port of Bremerton Economic Development Corporation on Tuesday, January 9, 2018, during their scheduled Port Commission business meeting which begins at 6:00 p.m. The meeting will be held in the Bill Mahan Conference Room, Port Administration Offices, 8850 SW State Hwy 3, Bremerton, Washington.

PORT OF BREMERTON

Jim Rothlin
Chief Executive Officer

PORT OF BREMERTON

ECONOMIC DEVELOPMENT CORPORATION MEETING

A G E N D A

January 9, 2018

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

ACTION ITEMS

- I.** Approval of Minutes of the January 10, 2017 meeting. For approval by motion and signature.
- II.** Election of Officers for 2018
- III.** New Business

Adjournment

**MINUTES OF THE ANNUAL MEETING
PORT OF BREMERTON
ECONOMIC DEVELOPMENT CORPORATION
January 10, 2017**

Port of Bremerton Commissioner Axel Strakeljahn called the meeting of the Bremerton Economic Development Corporation to order at 6:50 p.m., January 10, 2017.

Present were Port Commissioners Axel Strakeljahn, Larry Stokes, and Cary Bozeman; Port Attorney Gordon Walgren; Deputy Port Attorney Jim Ryan; and Port of Bremerton staff members Jim Rothlin, Fred Salisbury, Sherman Hu, Steven Sparks and Ginger Waye.

Approval of Minutes:

Commissioner Stokes moved to approve the Minutes of the January 12, 2016 meeting. Commissioner Bozeman seconded and the motion carried unanimously.

Election of Officers:

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

With no further business to come before the Corporation, the meeting was adjourned at 6:52 p.m.

Submitted,

Cary Bozeman
Bremerton Economic Development Corporation

Appointments for 2018 Representation of the Port of Bremerton

The Board is represented on various organizations and committees related to Port activities. The 2017 appointments are as listed below:

Organization/Committee	2017 Rep/Alternate	Representative	Alternate
Kitsap Regional Coordinating Council (KRCC)			
Executive Board	AS / LS		
Transportation Policy Committee (TransPOL)	AS / CB		
Land Use Planning Policy Committee (PlanPOL)	NEW		
Puget Sound Regional Council (PSRC)			
Executive Board	CB / LS		
Economic Development Board	CB / LS		
Operations Committee (PSRC Appointed)	CB		
Transportation Policy Board (Port Alternate)	CB / AS		
Washington Public Ports Association (WPPA)			
Executive Board ¹	N/A		
Trustee ²	AS / LS		
Legislative Committee	All PC's		
Bremerton Chamber of Commerce	CB / AS		
Bremerton Pilots Association (BPA)	AS / LS		
Kitsap All Ports Association	All PC's		
Kitsap Aerospace & Defense Alliance (KADA)	LS / AS		
Kitsap Economic Development Alliance (KEDA)	CB / LS		
Navy League	LS / CB		
Peninsula Regional Transportation Planning Organization (PRTPO)	AS / CB		
Port Orchard Chamber of Commerce	LS / AS		
Puget Sound Naval Bases Association (PSNBA)	LS / CB		
Seabeck Community Club	AS / LS		

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