

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

MINUTES

August 13, 2019
10:00 AM

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

Commissioners and Staff Present

Commissioners

Larry Stokes
Cary Bozeman

Staff Members

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

Call to Order

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

Approval of Agenda

It was moved by STOKES, seconded by BOZEMAN to:

Approve the Agenda as presented.

MOTION CARRIES, 2-0

Consent Items

- A. Minutes of the regular business meeting of July 9, 2019.
- B. Payment of checks #79703 through #79704 and #901027 through #901031 and #79706 and #79710 through #79776 from the General Fund for \$118,428.63; #79705 and #79707 through #79709 from the Construction Fund for \$17,612.00. Void Check #77453.

Payment of checks #901032 through #901034 and #901035 and #901036 through #901038 and #79778 through #79789 and #79790 through #79791 and #901039 through #901041 and #901042 and #79795 through #79853 from the General Fund for \$503,460.14; #79777 and #79792 through #79794 from the Construction Fund for \$73,941.50.

Payment of checks #901043 and #901044 and #79854 and #79855 and #901045 through #901047 and #79862 through #79928 from the General Fund for \$324,054.84; #79856 through #79861 from the Construction Fund for \$69,473.33.

- C. Resolution No. 2019-12 updating the small works roster process to maintain compliance with Washington State law
- D. Ratification of Kitsap Regional Coordinating Council (KRCC) Interlocal Agreement (ILA) approved by the KRCC Board on May 7, 2019
- E. Excusing Commissioner Strakeljahn's absence due out of country travel.

It was moved by BOZEMAN, seconded by STOKES to:

Approve the Consent Items as presented.

MOTION CARRIES, 2-0

Information Items

1. Bremerton Pilots Association (BPA) Youth Aviation Scholarship Award

Kevin Hurley, BPA Youth Aviation Scholarship Liaison, provided background on the youth scholarship program including how many students are currently in the program and amount of scholarships already awarded.

Mr. Hurley presented Isabella Capuano with a scholarship award check of \$3,500 upon her successful completion of a July 25 checkride and receipt of her pilot certification. Ms. Capuano responded to Commissioner and CEO questions stating she will be attending Baylor University with a goal of becoming a commercial pilot and but will keep an open mind about the military already having considered the reserves. Her interest in flying came from spending so much time in airports while growing up in a military family along with taking an aviation experience class in middle school.

Doug Haughton, BPA President, stated appreciation for the Port's support of this scholarship program and how impressed he is with the caliber of people currently in the program. There was discussion on the fundraising process.

2. Runway/Taxiway Signage Project Update – Warren Hendrickson, Airport Manager

In providing the history of the runway and taxiway signage project as to what the original plan was and the events affecting that plan, Mr. Hendrickson explained there is a lot of Federal Aviation Administration process and coordination involved due to FAA providing 90% of the project funding. Presenting with PowerPoint, he detailed the following:

- Initial project timeline
- FAA grant award delay and change in program guidance including a new authorization for LED lighting leading to the requirement to rebid the entire project.
- New rebid project timeline which includes FAA grant award within 30 days, rebid in first quarter 2020 and construction start in second quarter 2020.

- Breakdown of project costs and grant funding
- Examples provided of the new lights and signage and how the whole system will work

Mr. Hendrickson responded to questions from the Board throughout the presentation and reiterated how this project will benefit the airport for decades to come. There was discussion on potential options and costs for extending the runway. The Board thanked Mr. Hendrickson for the report stating this project will make the airport a better airport.

Citizen Comments - None

Action Items

1. Bid Award for Olympic View Industrial Park Building #5 Roof Replacement Project with Flynn BEC LP
Presented by Fred Salisbury, Chief Operations Officer

Following presentation and discussion;

It was moved by STOKES, seconded by BOZEMAN to:

Approve the bid award to Flynn BEC LP and authorize the CEO to execute the contract and issue a Notice to Proceed

MOTION CARRIES, 2-0

2. Port of Bremerton / City of Bremerton / Kitsap County Interlocal Agreement (ILA) for road plowing services
Presented by Warren Hendrickson, Airport Manager

Following presentation and discussion;

It was moved by BOZEMAN, seconded by STOKES to:

Approve the Port of Bremerton / City of Bremerton / Kitsap County Interlocal Agreement for road plowing services

MOTION CARRIES, 2-0

Commission New Business - None

Staff Reports

Jim Rothlin, Chief Executive Officer

- Along with Commissioner Strakeljahn, met with a representative from Benaroya Investments and the development director with Pierce County. Discussion surrounded current projects and opportunities with Benaroya either as developer or financier of projects.

- Met with a business development representative of Daher, a company Commissioner Strakeljahn visited with in France. A presentation and tour were provided introducing him to what the Port has to offer.
- The Port community meeting will be held the morning of November 19 and will focus on the Port's economic impact along with how the economic impact outside our county will affect us. Commissioner Stokes will also be honored at that event.
- In response to Commissioner Bozeman's request, Arne Bakker, Director of Business Development, provided an update on the new spec building being constructed in the industrial park.

Commission Reports

Commissioner Stokes

- Represented the Port and presented trophies at the 32nd annual Cruz Car Show in Port Orchard. He noted The Cruz utilizes the Port's marina park and gazebo each year.

Commissioner Bozeman

- In response to Commissioner Bozeman's question, James Weaver, Director of Marine Facilities, stated he had responded to a recent comment on the marina received from the public and is continuing to work with law enforcement and looking into security enhancements. Commissioner Bozeman emphasized the need to protect our assets and those of our customers.

Executive Session

President Stokes recessed the meeting at 10:55 a.m. and reconvened into executive session at 11:05 for approximately 15 minutes regarding: legal issues [RCW 42.30.110(1)(i)].

At 11:20 a.m. the regular meeting was reconvened.

Adjournment

There being no further business before the Board, the meeting was adjourned at 11.20 a.m.

Submitted,



Jim Rothlin
Chief Executive Officer
August 22, 2019

Approved,



Cary Bozeman
Commission Vice-President
August 27, 2019

