

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

MINUTES

November 13, 2018
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
Axel Strakeljahn via phone

Staff Members

Jim Rothlin
Fred Salisbury
Sherman Hu
Arne Bakker
James Weaver
Tim Mensonides
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 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 October 30, 2018.
- B. Payment of checks #103569 through #103601 and #78519 through #78523 and #78524 through #78527 and #78528 through #78530 and #78535 through #78613 from the General Fund for \$381,187.52; #78531 through #78534 from the Construction Fund for \$97,339.88 and the payment of payroll taxes for \$18,766.63.

It was moved by BOZEMAN, seconded by STOKES to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Airport/Industrial Park Assets Condition Assessment – Jonathan Wilson, KPG

Mr. Wilson provided background on KPG and himself stating he was project manager on the Equipment Replacement Schedule and Building Condition Assessments Project. He described the project origin as “how can the Port better plan for the next 20 years of vehicle and building expenses?” He provided individual overviews of the two components of the project: 1) equipment replacement schedule; and 2) the building condition assessments including examples of the schedules and databases found within the project report. He responded to questions from the Board and conveyed the project outcome of staff receiving information and tools to more efficiently manage fleet equipment replacements and to prioritize and budget for building maintenance projects over the next ten years.

CEO Rothlin commented that the report will enhance the budgeting process as staff will be able to better forecast money needing to be set aside for upcoming projects.

2. 2019 Legislative Strategy Update – Dylan Doty, Doty & Associates, Inc.

Mr. Doty has been working with CEO Rothlin and staff to determine what projects might be ready for “prime-time” and what is coming down the road for future years. He discussed the Port’s split legislative districts of the 26th and 35th and the determination that it would make sense to have an “ask” for both delegations. He provided a political breakdown related to the recent election and described the potential for a supermajority and its impact. With a goal of having an ask for both delegations and the Port Orchard Marina breakwater project not quite ready for a second ask, the current determinations for the 35th legislative district are boilers at Avian hangar or sewer lift station pump and panel upgrades, and in the 26th legislative district, Bremerton Marina environmental and safety upgrades. He emphasized that these asks are very fluid at this point and the plan is to come back before session with a final recommendation.

Mr. Doty discussed the importance of having the legislators invested in what the Port is doing. He suggested that in lieu of the annual Port “Day on the Hill,” a site visit be scheduled after session to familiarize the legislators with the Port. He also suggested inviting the new member of the 26th district senate out here before session.

Mr. Doty emphasized that this process has provided him the opportunity to get a better sense of priority projects over the next few years so he will know when to strike when an opportunity presents itself.

There was further discussion with the Board on the fluid recommendations, the process and timing for the “asks” to be submitted to the delegations, and the importance of never being afraid to have an ask at each session.

Work Study Session

1. 2019 Preliminary Budget

Chief Financial Officer Sherman Hu presented the final 2018 preliminary budget stating there were no financial modifications from the draft preliminary budget presented at the October 30, 2018, commission meeting.

Chief Operations Officer Fred Salisbury noted that the only text modification was the renaming of a single piece of capital equipment to a skid steer loader.

There was discussion with the Board on maintaining a prudent use of reserves noting that reserves are used for capital projects only not maintenance and operations.

Citizen Comments

Roger Gay, South Kitsap

- Announced the annual “Kitsap Shop with a Cop” event for kids is being held Saturday, December 1, 4:00 PM, at the Poulsbo Walmart. He invited everyone to attend and described the program including all the volunteer and fundraising efforts involved.

Jerry McDonald, Bremerton

- Expressed his disappointment that an Interlocal Agreement (ILA) between Kitsap Public Facilities District (KPFDD) and the Port has not been finalized regarding the Circuit of the Northwest project and encouraged the Board to work hard to complete the ILA. There was discussion with the Board and CEO on the Circuit of the Northwest project noting that the Port has been working diligently on this for some time; it is important to make a sound decision.

Action Items - None

Commission New Business - None

Staff Reports

Jim Rothlin, Chief Executive Officer

- In response to a citizen concern, the Federal Aviation Administration (FAA) has scheduled the install of a baffling system on the approach lights at the north end of the airport. The white light flashers can be disorienting for drivers on southbound Highway 3.
- Airport maintenance crew, specifically Mike Lozier, designed and built an emergency incident response tool which can be towed behind a truck or used as an independent dolly to quickly move disabled aircraft.
- An event was recently held at the Water Street Boat Launch parking lot for a young boy, Jedi Minters, who has been fighting leukemia and had a wish to see all types of service vehicles. Port tenants SAFE Boats and Defiance Boats participated in the amazingly

successful event. A thank you to Port staff who got involved and helped to put this event together.

Commission Reports

Commissioner Stokes

- At the recent Port Orchard Chamber of Commerce meeting, the Port Orchard Independent presented him with a certificate for the Port of Bremerton Marina Park in Port Orchard being named the “Best Place to Take Visitors” for the 2018 Best of South Kitsap awards. He provided the certificate to Director of Marine Facilities James Weaver for display at the marina.

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 11:10 a.m.

Submitted,



Jim Rothlin
Chief Executive Officer
November 21, 2018

Approved,



Axel Strakeljahn
Commission Secretary
November 27, 2018

