

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

MINUTES

April 23, 2019
6:00 PM

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

Staff Members

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

Call to Order

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

Approval of Agenda

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the regular business meeting of April 9, 2019.
- B. Payment of checks #103982 through #104017 and #901003 through #901004 and #79334 through #79336 from the General Fund for \$83,835.81; #79331 through #79333 from the Construction Fund for \$84,518.65 and the payment of payroll taxes for \$23,778.70. Void Checks #900997, 900998.

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Citizen Comments - None

Action Items

1. Resolution 2019-07 supporting the proposed South Kitsap Community Events Center (SKCEC)
Presented by Jim Rothlin, Chief Executive Officer

Following presentation and discussion including the Board stating their understanding that the City of Port Orchard would be owner of the SKCEC;

It was moved by STOKES, seconded by BOZEMAN to:

Approve Resolution 2019-07 to confirm the Port's participation as a public partner with the City of Port Orchard and Kitsap County to support the proposed South Kitsap Community Events Center.

MOTION CARRIES, 3-0

2. Resolution 2019-08 supporting a Washington State Department of Transportation (WSDOT) grant application
Presented by Fred Salisbury, Chief Operations Officer

Following presentation and discussion;

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve Resolution 2019-08 supporting a WSDOT Airport Aid Application for the 2019 Airfield Lighting, Signage, NAVAIDS, Electrical Improvements Project

MOTION CARRIES, 3-0

3. Resolutions 2019-09 and 2019-10 updating Employee Handbook and Travel Policy
Presented by Sherman Hu, Chief Financial Officer

Following presentation and discussion;

It was moved by STOKES, seconded by STRAKELJAHN to:

Approve Resolution 2019-09 updating the Employee Handbook

MOTION CARRIES, 3-0

It was moved by STOKES, seconded by BOZEMAN to:

Approve Resolution 2019-10 updating the Travel Policy

MOTION CARRIES, 3-0

4. Short-Term Moorage Agreement with Kitsap Transit
Presented by James Weaver, Director of Marine Facilities

Following presentation and discussion;

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Support the short-term moorage agreement with Kitsap Transit for the Port Orchard Marina outside breakwater for a period of six months

MOTION CARRIES, 3-0

Commission New Business - None

Staff Reports

Jim Rothlin, Chief Executive Officer

- Marina Square Project: Described project and announced the ground break celebration will be held April 26, 12:00 – 1:00 p.m.
- Fred Allen Retirement: Fred Allen, Port maintenance employee with 21+ years of service, will be retiring at the end of May. Provided Mr. Allen’s background and congratulated him on his retirement.
- New Airport Manager: Warren Hendrickson will join the Port team on May 7 as the new Airport Manager. Provided Mr. Hendrickson’s background and stated the Port is looking forward to his leadership and innovation.
- Employee Meeting: Will be holding a Port-wide employee meeting this week to provide a similar presentation to the Port Report “Looking Back/Moving Forward” given at the last Commission meeting.
- Olympic High School STEM Facility: Described his and Commissioner Strakeljahn’s recent tour of the STEM facility located at the newly remodeled Olympic High School.

Commission Reports

Commissioner Bozeman

- Requested updates on:
 - Bremerton Marina Parking: Mr. Weaver provided an update on the Bremerton Marina parking situation due to the temporary loss of dedicated tenant parking during Marina Square construction.
 - Industrial Park Building Project: Arne Bakker, Director of Business Development, provided an update on the NE Campus and “Wedge” development projects.

Commissioner Strakeljahn

- Kitsap Public Facilities District (Kitsap PFD) Meeting: Reported on the April 22 presentation of the Circuit of the Northwest project for possible funding by Kitsap PFD.

Commissioner Stokes

- Kitsap PFD Meeting: Also attended the Circuit of the Northwest presentation along with all Commissioners and CEO. The presentation was well-done and put together right.

Executive Session

President Stokes recessed the meeting at 6:40 p.m. and reconvened into executive session at 6:45 p.m. for approximately 20 minutes regarding: potential litigation [RCW 42.30.110(1)(i)] and real estate issues [RCW 42.30.110(1)(c)]. At 7:05 p.m. executive session was extended 5 minutes.

At 7:10 p.m. the regular meeting was reconvened.

Adjournment

There being no further business before the Board, the meeting was adjourned at 7:10 p.m.

Submitted,



Jim Rothlin
Chief Executive Officer
May 9, 2019

Approved,



Axel Strakeljahn
Commission Secretary
May 14, 2019

