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8850 SW State Hwy 3, Bremerton, WA 98312 | 360.674.2381 | [www.portofbremerton.org](http://www.portofbremerton.org)

**PORT OF BREMERTON**  
**BOARD OF COMMISSIONERS**  
**REGULAR BUSINESS MEETING**

**A G E N D A**

November 22, 2011  
6:00 PM

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

**Call to Order**

**Pledge of Allegiance**

**President's Report**

**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 work study session, regular business meeting, and executive session of November 8, 2011.
- B. Payment of checks #10739 through #10778 and #64494 through #64501 and #65012 through #65067 from the General Fund for \$4,238,284.19; #65002 through #65011 from the Construction Fund for \$85,410.85 and the payment of payroll taxes for \$23,416.04 .
- C. Fund Transfer Resolutions:
  - Resolution 2011-48 monthly transfer to the General Fund: \$87,947.25 from the Airport Fund; \$153,912.63 from the Harbor Fund; \$57,761.48 from the Airport-Industrial Development Fund.
  - Resolution 2011-49 transferring \$56,440.75 from the General Fund to the Airport Fund.
  - Resolution 2011-50 transferring \$13,537.00 from the General Fund to the Harbor Fund.
  - Resolution 2011-51 transferring \$126,687.76 from the General Fund to the Construction Fund.

**Citizen Comments:** *Open to the public for comment on subjects not listed on the agenda. 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.*

## **Action Items**

1. Final Budget for Calendar Year 2012
  - a. Resolution 2011-52 providing for a 0% increase in regular property tax levy and all allowable levies for calendar year 2012.
  - b. Resolution 2011-53 providing a limit factor for the regular levy for the 2012 calendar year to determine future years' levies and to enable the Port to bank excess levy capacity.
  - c. Resolution 2011-54 adopting the final budget for calendar year 2012.
  - d. Resolution 2011-55 filing the final budget and submitting request for tax levies for calendar year 2012 with the Clerk of the Board of County Commissioners.
2. Employment Agreement with the Chief Executive Officer effective January 1, 2012.

## **New Business**

## **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>
11/22	8 am	Kitsap Regional Coordinating Council (KRCC) Legislative Breakfast
11/22	10:15 am	KRCC Executive Board
11/22	6 pm	Commission Business Meeting – Bill Mahan Conference Room
11/24-25		Port offices closed for the Thanksgiving Holiday
12/6-7		Washington Public Ports Assn (WPPA) New Commissioners Seminar
12/7-9		WPPA Annual Meeting
12/7	1 pm	Puget Sound Regional Council (PSRC) EDD Working Group
12/8	9:30 am	PSRC TransPol Board
12/8	2 pm	KRCC TransPol/Tac
12/13	8:30 am	Commission Work Study Session – Bill Mahan Conference Room
12/13	10 am	Commission Business Meeting – Bill Mahan Conference Room

*Meetings are subject to change or cancellation*

**\*\* The Commission may add and take action on other items not listed on the Agenda \*\***

**PORT OF BREMERTON**  
**BOARD OF COMMISSIONERS**  
**WORK STUDY SESSION**

**M I N U T E S**

November 8, 2011  
8:30 AM

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

**Call to Order**

President Mahan called the work study session to order at 8:30 a.m.

**Commissioners and Staff Present**

Commissioners

Bill Mahan  
Larry Stokes  
Roger Zabinski

Staff Members

Cary Bozeman	Becky Swanson
Tim Thomson	Chris Case
Fred Salisbury	Ginger Waye
Steve Slaton	Gordon Walgren, Atty

**Discussion Items**

1. **Financial Support for Kitsap Entrepreneurial Center (KEC).** Commissioner Roger Zabinski.

Introductions were made of Holly James and Jamie Johnson with KEC, and Port Commissioners and staff. Commissioner Zabinski reported that he was given a tour of the KEC facility which provides office support and resources to startup businesses. He described his reasons for strongly supporting KEC and the need to grow businesses from within and not just with outside recruiting.

Ms. James provided background on how and why KEC was formed stating that KEC will set the stage for job generation by recruiting businesses and assisting start ups helping them grow and stay in business for the long term. She gave a PowerPoint presentation detailing KEC's vision and mission statements, KEC office spaces designed to be completed in phases, and descriptions of businesses that are or are considering using KEC services. The financial assistance being requested of the Port is \$12,000. Ms. James

fielded several questions from commissioners and staff finishing with an explanation of their financing plan.

2. **Cross-SKIA Connector Phase 2 Project Update.** Fred Salisbury, Director of Airport Operations.

Mr. Salisbury presented a memorandum and drawing of the project area explaining the various alignment options for Phases 2 and 3 of the Cross-SKIA Connector Road. He discussed the matrix used and the focus of the grading criteria utilized by the Planning Advisory Committee (PAC) to determine a preferred alignment. Detail on the preferred alignment was discussed along with opportunities for funding, cost estimates, completion of NEPA, Bremerton Motorsports Park impact on project timing, the importance of being “at the table” related to funding opportunities, and of being included in any City of Bremerton funding request package.

3. **Kitsap Transit Annapolis Dock Agreement Update.** Steve Slaton, Director of Marine Facilities.

Mr. Slaton provided background on the construction of Annapolis Dock explaining that it was built with federal grant money to support mass transit/foot ferry operations. He stated that the agreement the Port has with Kitsap Transit is up for review and renewal. Kitsap Transit would like to make improvements to the Dock that would be funded by a federal grant; however, the grant requirement for Kitsap Transit to retain control of the improvements for 40 years has delayed implementation of a new agreement between the Port and Kitsap Transit.

*The current non-exclusive use agreement will be extended for one year while Kitsap Transit works out grant details.*

## **Adjournment**

President Mahan adjourned the work study session at 9:45 a.m.

Submitted,

Approved,

Cary Bozeman  
Chief Executive Officer  
November 18, 2011

Roger Zabinski  
Commission Secretary  
November 22, 2011

**PORT OF BREMERTON**  
**BOARD OF COMMISSIONERS**  
**REGULAR BUSINESS MEETING**

**M I N U T E S**

November 8, 2011  
10:00 AM

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

**Call to Order**

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

**Commissioners and Staff Present**

Commissioners

Bill Mahan  
Larry Stokes  
Roger Zabinski

Staff Members

Cary Bozeman	Becky Swanson
Tim Thomson	Chris Case
Fred Salisbury	Ginger Waye
Steve Slaton	Gordon Walgren, Atty

**CEO Report - None**

**Approval of Agenda**

**It was moved by STOKES, seconded by ZABINSKI to:**

Approve the Agenda as presented.

**MOTION CARRIES, 3-0**

**Consent Items**

- A. Minutes of the regular business meeting of October 25, 2011.
- B. Payment of checks #10707 through #10738 and #64373 through #64379 and #64395 through #64493 from the General Fund for \$165,325.90; #64380 through #64394 from the Construction Fund for \$47,891.43 and the payment of payroll taxes for \$18,343.55.

**It was moved by ZABINKSI, seconded by STOKES to:**

Approve the Consent Items as presented.

**MOTION CARRIES, 3-0**

### **Citizen Comments**

Jerry McDonald

- Reported on a meeting held the previous day with a fabric building business' vice-president and salesman. Port directors Tim Thomson and Fred Salisbury also attended.
- Offered marketing ideas.

### **Public Hearing**

1. 2012 Preliminary Budget

*Presented by Becky Swanson, Chief Financial Officer*

Following the budget presentation by Ms. Swanson and subsequent discussion regarding Kitsap Entrepreneurial Center financial support:

**It was moved by ZABINSKI, seconded by MAHAN to:**

Include funding in the budget for Kitsap Entrepreneurial Center (KEC) in an amount up to but not-to-exceed \$12,000 dependent on criteria that will be determined between KEC and the Port. Payment will be dependent upon cash flow ability and contract to be developed showing specific deliverables.

**MOTION CARRIES, 3-0**

Commissioner Zabinski recommended the Port Orchard Marina breakwater restrooms be deleted from the budget keeping the Bremerton Marina restrooms in. After discussion in which Commission Mahan disagreed with the recommendation, Port Orchard Marina restrooms will be removed from the budget and the \$25,000 allocation will be moved to contingency.

Public Hearing opened 10:35 AM

Robert Oliver, citizen:

1. Questioned salaries being frozen but increase shown in budget. Ms. Swanson responded there are changes in allocation and only non-union salaries are frozen; union salaries are mandated by union contract.
2. Questioned Olympic View Business Park taxes doubling this year. Ms. Swanson responded it takes 2-3 years for the assessor's office to process and finalize.

3. Questioned \$15,000 line item for 100-year anniversary celebration event. Commissioners discussed marketing/promotion aspect stating it will be watched closely and it is likely not all funds will be spent.
4. Olympic View Industrial Park (OVIP) Building #5 (SAFE Boats) refurbishment; questioned what guarantee the Port has received from SAFE Boats. Commissioners responded a multi-year lease must be signed prior to any facility refurbishment and expansion.
5. Questioned \$65,000 for IT equipment. Ms. Swanson explained the process and plan for upgrading aging equipment.

Jerry McDonald, citizen:

1. Questioned the bonding amount for refurbishment of OVIP 5; Commissioner Mahan stated the amount is an estimate; it depends on design of the building and other factors.

**Action Items** – None.

**New Business** – None.

**Staff Reports** – None.

### **Commission Reports**

#### *Commissioner Zabinski*

1. Discussed upward occupancy trend for Bremerton Marina moorage attributing it to improved marketing. Hopeful that the marina may approach full occupancy in 7-8 years.
2. Discussed community festivals the Port is currently involved in. Would like the Port to think about a fall festival and maybe something else in the spring.

#### *Commissioner Stokes*

1. No report

#### *Commissioner Mahan*

1. Reported on visit and tour of the Washington State University Mechanical Engineering Program at Olympic College.

### **Executive Session**

At 10:55 a.m., the Board recessed to Executive Session (following a 5 minute break) for approximately 50 minutes regarding: legal issues [RCW 42.30.110(1)(i)]; real estate issues [RCW 42.30.110(1)(c)]; and personnel issues [RCW 42.30.110(1)(g)].

At 11:50 a.m. President Mahan reconvened the regular meeting into open session.

**It was moved by MAHAN, seconded by STOKES to:**

Authorize the Chief Executive Officer to sign the Settlement of the Harborside Encroachment and Easement Claims subject to development of exhibits and Port legal review.

**MOTION CARRIES, 3-0**

**Adjournment**

There being no further business before the Board, President Mahan adjourned the meeting at 11:55 p.m.

Submitted,

Approved,

Cary Bozeman  
Chief Executive Officer  
November 18, 2011

Roger Zabinski  
Commission Secretary  
November 22, 2011



**PORT OF BREMERTON**  
**BOARD OF COMMISSIONERS**  
**EXECUTIVE SESSION**

**M I N U T E S**

November 8, 2011  
11:00 AM

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

**Call to Order**

President Mahan called the executive session to order at 11:00 a.m., November 8, 2011.

**Commissioners and Staff Present**

Commissioners

Bill Mahan  
Larry Stokes  
Roger Zabinski

Staff Members

Cary Bozeman  
Tim Thomson  
Steve Slaton

Gordon Walgren, Atty  
*(not all staff present for  
all issues)*

**Item #1:** Legal issues related to potential litigation were discussed [RCW 42.30.110(1)(i)].

**Item #2:** Real estate issues were discussed [RCW 42.30.110(1)(c)].

**Item #3:** Personnel issues were discussed [RCW 42.30.110(1)(g)].

With no further business to come before the Board, the meeting was adjourned into regular session at 11:50 a.m.

Submitted,

Approved,

Cary Bozeman  
Chief Executive Officer  
November 18, 2011

Roger Zabinski  
Commission Secretary  
November 22, 2011

**PORT OF BREMERTON**  
**KITSAP COUNTY, WASHINGTON**  
**RESOLUTION NO. 2011-48**  
**DATED: November 22, 2011**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, providing for the transfer of monies to replenish the General Fund for warrants issued to cover expenses related to other funds during the month.

**WHEREAS**, all non-construction warrants were issued from the General Fund, and

**WHEREAS**, some of the expenses covered by the warrants related to other funds,  
and

**WHEREAS**, the General Fund should be replenished for the monies related to other fund expenses.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners, Port of Bremerton that the Port Treasurer transfer monies between Port funds as follows:

1. Transfer \$87,947.25 from the Airport Fund to the General Fund.
2. Transfer \$153,912.63 from the Harbor Fund to the General Fund.
3. Transfer \$57,761.48 from the Airport-Industrial Development Fund to the General Fund.

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 22<sup>nd</sup> day of November, 2011, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

\_\_\_\_\_  
Commission President

\_\_\_\_\_  
Commission Vice-President

ATTEST:

\_\_\_\_\_  
Commission Secretary

**PORT OF BREMERTON**  
**KITSAP COUNTY, WASHINGTON**  
**RESOLUTION NO. 2011-49**  
**DATED: November 22, 2011**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, providing for the transfer of monies from the General Fund to the Airport Fund.

**WHEREAS**, there exists additional monies in the General Fund, and

**WHEREAS**, there is a need for additional monies in the Airport Fund.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners, Port of Bremerton, that the Port Treasurer transfer monies between Port funds as follows:

1. Transfer \$56,440.75 from the General Fund to the Airport Fund.

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 22<sup>nd</sup> day of November, 2011, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

\_\_\_\_\_  
Commission President

\_\_\_\_\_  
Commission Vice-President

ATTEST:

\_\_\_\_\_  
Commission Secretary

**PORT OF BREMERTON  
KITSAP COUNTY, WASHINGTON  
RESOLUTION NO. 2011-50  
DATED: November 22, 2011**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, providing for the transfer of monies from the General Fund to the Harbor Fund.

**WHEREAS**, there exists additional monies in the General Fund, and

**WHEREAS**, there is a need for additional monies in the Harbor Fund.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners, Port of Bremerton, that the Port Treasurer transfer monies between Port funds as follows:

1. Transfer \$13,537.00 from the General Fund to the Harbor Fund.

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 22<sup>nd</sup> day of November, 2011, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

\_\_\_\_\_  
Commission President

\_\_\_\_\_  
Commission Vice-President

ATTEST:

\_\_\_\_\_  
Commission Secretary

**PORT OF BREMERTON  
KITSAP COUNTY, WASHINGTON  
RESOLUTION NO. 2011-51  
DATED: November 22, 2011**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, providing for the transfer of monies from the General Fund to the Construction Fund.

**WHEREAS**, there exists additional monies in the General Fund, and

**WHEREAS**, there is a need for additional monies in the Construction Fund.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners, Port of Bremerton, that the Port Treasurer transfer monies between Port funds as follows:

1. Transfer \$126,687.76 from the General Fund to the Construction Fund.

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 22<sup>nd</sup> day of November, 2011, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

\_\_\_\_\_  
Commission President

\_\_\_\_\_  
Commission Vice-President

ATTEST:

\_\_\_\_\_  
Commission Secretary

## **AGENDA SUMMARY**

Agenda Item No: Action Item #1  
Subject: 2012 Final Budget Adoption  
Exhibits: 2012 Final Budget & Six-Year Capital Plan  
Resolutions 2011-52, 2011-53, 2011-54, 2011-55  
Prepared By: Becky Swanson, Chief Financial Officer  
Meeting Date: November 22, 2011

### Summary:

The 2012 preliminary budget was presented and approved on October 25, 2011 and a Public Hearing was held on November 8, 2011. Changes incorporated into the 2012 final budget subsequent to the hearing resulted in the removal from the budget of the Port Orchard Marina Breakwater restroom (\$100,000). The grant income for the restroom (\$75,000) was deleted and the remaining \$25,000 expense was shifted to a contingency line item which was previously unfunded. The Port of Bremerton's 2012 Final Budget as presented to you today is \$19,973,930. The final budget documents and all related resolutions are presented herein for adoption as follows:

- 2012 Final Budget and Six Year Capital Plan for Years 2012-2017
- Resolution 2011-52: No Tax Increase for General or IDD tax levies for 2012
- Resolution 2011-53: Providing a limit factor for the regular levy for the 2012 calendar year to determine future years' levies and to enable the Port of Bremerton to bank excess levy capacity. This resolution works together with Resolution 2011-52 and is important to the Port in preserving its ability to bank the levy capacity above the negative IPD (Implicit Price Deflator) for the 2012 calendar year. It is not known what the future holds or what projects may come before future Port Commissions. The Port banked the excess levy capacity in 2009 and 2010, and should preserve the same ability to bank the excess capacity in 2012.
- Resolution 2011-54: Providing for acceptance, approval and adoption of the Final Budget for Calendar Year 2012.
- Resolution 2011-55: Filing the Final Budget and submitting a request for tax levies for the 2012 calendar year with the Clerk of the Board of County Commissioners and the Kitsap County Tax Assessor's Office. This resolution also includes the official Levy Certification signed by the Chief Financial Officer of the Port.

### Fiscal Impact:

N/A

Recommendation:

Adopt the 2012 Final Budget and Six-Year Capital Plan and approve all related resolutions as presented.

Motions for Consideration:

- a. **Move to approve Resolution 2011-52 allowing no increase in the general tax levy or the IDD tax levy.**
- b. **Move to approve Resolution 2011-53 providing a limit factor for the regular levy for the 2012 calendar year to determine future years' levies and to enable the Port to bank excess levy capacity.**
- c. **Move to approve Resolution 2011-54 approving and adopting the Final 2012 Budget and accepting and approving of the Six-Year Capital Plan for Years 2012-2017.**
- d. **Move to approve Resolution 2011-55 filing the final 2012 budget documents and submitting request for tax levies in the amounts indicated with the County Clerk of the Board of County Commissioners and the Kitsap County Assessor's Office.**



## EXECUTIVE SUMMARY 2012 FINAL Budget

### INCOME


Tax Levy - General	\$ 3,045,370
Tax Levy - Industrial Development District	\$ 4,165,380
Tax Levy - 2009 Bond Payment	\$ 321,243
Facility Revenues	\$ 3,388,854
Interest Revenues	\$ 26,400
Miscellaneous Income	\$ 37,500
Bonds/Grants	\$ 8,989,182
<b>Total Income</b>	<b>\$ 19,973,930</b>

### EXPENSES\*

	<b>Maintenance &amp; Operation</b>	<b>Capital</b>	<b>Total</b>
Airport	\$ 999,765	\$ 901,684	\$ 1,901,449
Airport-Industrial Park	\$ 949,878	\$ 7,783,694	\$ 8,733,572
Business Park	\$ 414,362	\$ 125,000	\$ 539,362
Harbor	\$ 2,409,162	\$ 913,500	\$ 3,322,662
Clean Tech	\$ -	\$ -	\$ -
General	\$ 758,652	\$ 105,000	\$ 863,652
General Properties	\$ 54,976		\$ 54,976
Non-Operating Expense			\$ 50,000
Funds Transfer to Reserves			\$ 200,000
Contingency			\$ 25,000
Bonds/Loans			\$ 4,283,257
	<b>\$ 5,586,795</b>	<b>\$ 9,828,878</b>	<b>\$ 19,973,930</b>

\* Expenses do not include depreciation expense.



		Final Update 11/8/11	
<b>PORT OF BREMERTON</b> Kitsap County, Washington			
<b>OPERATING FUNDS</b>		<b>2012 Final Budget</b>	
<b>INCOME</b>			
General Fund Taxes			3,045,370
Facility Revenue (See Attachment A)			3,388,854
Tax Levy - 2009 Bond Payment (Non Operating)			321,243
Tax Levy - Industrial Development District (Non Operating)			4,165,380
Interest on Investments:			
Industrial Development Fund		2,500	
Airport Fund		1,800	
Harbor Improvement Fund		1,600	
Other Operating Funds		12,000	
Other Non-operating Funds		8,500	
Subtotal			26,400
Misc. Receipts (Sales tax, Forestry, etc.)			75,000
Non-Operating Income			12,500
Transfer to Airport Business Plan Reserve Account (to be used in 2012)			(50,000)
<b>Subtotal General Income</b>			<b>10,984,747</b>
<b>INCOME FROM PROJECT GRANTS OR BONDS (Note 1)</b>			
Airport Fund			
FAA - Airport Master Plan Update		220,000	
Bremerton National Airport Business Plan - Funded from Reserve Account (Timber Thinning)		60,000	
Reserve Funds for Purchase of Used Airport Fuel Truck		50,000	
PSRC - Cross Skia Connector Road Phase II - Design		139,187	
PSRC - Cross Skia Connector Road Phase II Final Design		227,995	
Subtotal		-	367,182
Industrial Park			
State Legislative Funds - NE Campus -		1,067,000	
OVIP 5 Facility Refurbishment and Expansion 2011/2012 Bond Issue		6,500,000	
Olympic View Business Park		-	7,567,000
Subtotal			-
Marina Fund			
2009 Bond Funds - Expand Port Orchard Marina Park		250,000	
2009 Bond Funds - Refurbish Port Orchard Boat Launch		400,000	
CVA Grant - Breakwater Public Restroom - POM		-	
CVA Grant - Breakwater Public Restroom - Brem		75,000	
Clean Technology Federal Appropriation - Capital		-	
Clean Technology Federal Appropriation - Operating		-	
Subtotal			650,000
Subtotal Income From Project Grants or Bonds			8,989,182
<b>TOTAL INCOME - Operating Funds</b>			<b>19,973,929</b>



2012 Final Budget	
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Note 1 - Projects may be modified, delayed or deferred depending on availability and amount of funds.

Note 2 - Tax Levy - Industrial Development District and Tax Levy - 2012 Bond Payment are shown above for clarity of the total taxes to be collected by the Port for 2012, even though they are not considered Operating Income. Please refer to Page 16, where taxes would normally be presented.

[illegible]

## 2012 Final Budget

AIRPORT EXPENDITURES	
1	100
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**Airport Administration**

426,915

Salaries and Wages	242,796
Payroll Expenses	104,197
Other Employee Expense	3,758
Training	6,254
Travel	3,750
Office Operating Expense	7,500
Dues and Fees	1,659
Insurance	57,000

### ***Administrative Professional Services***

76,200

Legal Expense	10,000
Marketing/Advertising	11,200
Community Activities	2,500
Commercial Broker Service Fee to Promote on National Scale	12,500
Studies (Boeing Plan Proposal)	20,000
Engineering	10,000
Miscellaneous Outside Services	10,000

**Facility Operation & Maintenance**

<b>Structures &amp; Grounds Maintenance</b>
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90,975

Facility Replacement/Maintenance	33,000
Facility Property Protection	13,500
Security	18,400
Fire District 7 Assessment	8,000
Land Maintenance	7,600
Environmental Compliance	10,475
Miscellaneous	-

<b>Operating System Maintenance</b>
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227,000

Emergency Readiness	500
Equipment Maintenance/Rental	10,000
Fuel Supply (all uses)	16,000
Janitorial Supplies & Services	3,000
Sanitation, Garbage Service	5,500
Navajds/Communications Maintenance	40,000
Small Tools Acquisition	7,000
Utilities & Services	75,000
Vehicle Maintenance	5,000
Stormwater Fees	65,000

Sales, B&O & Other Taxes			3,675
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General & Administrative Allocation			175,000
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TOTAL AIRPORT			999,765
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[illegible]







## 2012 Final Budget

<b>HARBOR - OTHER FACILITIES</b>
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## ANNAPOLIS FERRY DOCK & PARKING

Salaries & Wages	11,626	
Payroll Expenses	5,026	
Other Employee Expense	-	
Insurance	-	
Utilities	2,500	
Vehicle Expense	-	
Operations & Maintenance	9,000	
<b>SUBTOTAL - ANNAPOLIS FERRY DOCK &amp; PARKING</b>		<b>28,152</b>

**CHICO BOAT RAMP**

Salaries & Wages	8,037	
Payroll Expenses	3,415	
Other Employee Expense	-	
Insurance	-	
Utilities	-	
Vehicle Expense	-	
Operations & Maintenance	1,000	
<b>SUBTOTAL - CHICO BOAT RAMP</b>		<b>12,453</b>


## MARINA PARK

Salaries & Wages	41,852	
Payroll Expenses	16,773	
Other Employee Expense	-	
Insurance	-	
Utilities	2,500	
Lease & Rent Costs	32,962	
Operations & Maintenance	8,000	
<b>SUBTOTAL - MARINA PARK</b>		<b>102,087</b>

**EVERGREEN PARK BOAT RAMP**

Salaries & Wages	8,037	
Payroll Expenses	3,415	
Other Employee Expense	-	
Insurance	-	
Utilities	-	
Vehicle Expense	-	
Operations & Maintenance	7,000	
<b>SUBTOTAL - EVERGREEN PARK BOAT RAMF</b>		<b>18,453</b>



		<b>2012 Final Budget</b>	
<b>HARBOR - OTHER FACILITIES</b>			
<b>WATER STREET PARK</b>			
Salaries & Wages	35,385		
Payroll Expenses	12,911		
Other Employee Expense	-		
Insurance	-		
Utilities	2,500		
Lease & Rent Cost	3,494		
Vehicle Expense	-		
Operations & Maintenance	2,000		
<b>SUBTOTAL - WATER STREET PARK</b>			<b>56,290</b>
<b>USS TURNER JOY MOORAGE SYSTEMS</b>			
Maintenance = Insurance	22,000		
<b>SUBTOTAL - USS TURNER JOY MOORAGE SYSTEMS</b>			<b>22,000</b>
<b>PROPERTY RENTAL/LEASE</b>			
Salaries & Wages	12,486		
Payroll Expenses	5,220		
Other Employee Expense	-		
Insurance	-		
Utilities	-		
Vehicle Expense	-		
Property Management Fees	-		
Lease & Rent Cost	-		
Operations & Maintenance	2,000		
<b>SUBTOTAL - PROPERTY RENTAL/LEASE</b>			<b>19,706</b>
<b>TOTAL HARBOR FUND</b>			<b>2,409,162</b>
<b>CLEAN TECHNOLOGY</b>			
Facilities/Programs Operational Expenses			
General & Administrative Allocation			
<b>SUBTOTAL - CLEAN TECHNOLOGY</b>			<b>0</b>

## 2012 Final Budget

<b>WATER STREET PARK</b>
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Salaries & Wages	35,385	
Payroll Expenses	12,911	
Other Employee Expense	-	
Insurance	-	
Utilities	2,500	
Lease & Rent Cost	3,494	
Vehicle Expense	-	
Operations & Maintenance	2,000	

**SUBTOTAL - WATER STREET PARK**

## USS TURNER JOY MOORAGE SYSTEMS

Maintenance = Insurance	22,000	
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**SUBTOTAL - USS TURNER JOY MOORAGE SYSTEMS**

<b>PROPERTY RENTAL/LEASE</b>
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Salaries & Wages	12,486	
Payroll Expenses	5,220	
Other Employee Expense	-	
Insurance	-	
Utilities	-	
Vehicle Expense	-	
Property Management Fees	-	
Lease & Rent Cost	-	
Operations & Maintenance	2,000	


**SUBTOTAL - PROPERTY RENTAL/LEASE**


TOTAL HARBOR FUND
-------------------


## 2,409,162

## CLEAN TECHNOLOGY


Facilities/Programs Operational Expenses			
General & Administrative Allocation			
<b>SUBTOTAL - CLEAN TECHNOLOGY</b>			<b>0</b>


			
		<b>2012 Final Budget</b>	
<b>GENERAL &amp; ADMINISTRATIVE</b>			
Salaries & Wages			616,718
Payroll Expenses			234,748
Other Employee Expense			21,836
Training			4,500
Advertising/ Promo			1,100
Community Activities			38,600
Port of Bremerton 100 Anniversary Celebration			15,000
Office Operating Expense			80,000
Audio/Visual Operating Costs			12,500
ArcMail / Constant Contact / Wireless WiFi			4,500
Government Center - Facility Rent			28,537
Subscriptions			650
Membership Dues & Fees			4,108
Utilities			14,500
Telephone Expense			6,500
Maintenance, Janitorial Supplies & Services			3,500
Insurance			22,500
Travel			3,500
Election Costs			-
Outside Services			160,000
Legal Expense	75,000		
Accounting	10,000		
Studies	5,000		
Property Development	5,000		
Miscellaneous Outside Services	25,000		
Information Technology - Outside Services	40,000		
Commissioner Comp & Travel			125,157
Vehicle Expense			4,250
Uncollectible Accounts (all funds)			17,448
Audit Expense			39,500
Miscellaneous			10,000
Promotional Hosting (all funds) (Limit \$37,500 + 1/4)			10,500
Incidental Business Expense			7,500
Business Journal Business Development			11,000
Future Business Dev Opportunity/Emergency Funds/Contingencies			35,000
General & Administrative Transferred Out			(775,000)
<b>TOTAL GENERAL and ADMINISTRATIVE</b>			<b>758,652</b>
<b>GENERAL PROPERTIES EXPENSE</b>			
Rental Property Repairs & Maintenance			45,620
Rental Property Operating Expense			5,000
Fire District #7			3,856
Insurance			
Security			500
<b>TOTAL GENERAL PROPERTIES EXPENSE</b>			<b>54,976</b>
<b>NON-OPERATING EXPENSE</b>			<b>50,000</b>
<b>Funds Transfer to Reserves</b>			<b>200,000</b>
<b>Funds Transfer for Contingency</b>			<b>25,000</b>
<b>TOTAL FUND EXPENDITURES &amp; TRANSFERS</b>			<b>5,861,794</b>

			
		<b>2012 Final Budget</b>	
<b>CAPITAL PROJECTS/PURCHASES</b>			
<b><u>BREMERTON NATIONAL AIRPORT PROJECTS &amp; EQUIPMENT</u></b>			
<b>I. New Construction Projects</b>			
1. BNA Airport Master Plan Update (2012 Portion) ( FAA 220,000; Port Cash \$11,000) Full Cost \$462,000 - split between 2012 and 2013			231,000
2. Cross SKIA Phase 2 (Design) - Carried Forward from 2011 (PSRC \$139,187; Port Cash \$21,723)			160,910
3. Cross SKIA Phase 2 Final Design (\$227,995, Port Cash \$30,779)			258,774
4. Bremerton National Airport Business Plan (Port Cash from BNA Master Plan Reserve - \$60,000 Revenue Source of Reserve - Timber Thinning)			60,000
<b>SUBTOTAL - NEW CONSTRUCTION PROJECTS</b>			<b>710,684</b>
<b>II. Facility Improvement Projects</b>			
1. Site, Utility, Building Improvements (Port Cash \$30,000)			30,000
2. Runway/Taxiway Stripe Project (Port Cash \$46,000)			46,000
3. Large Wastewater Cleanout (Port Cash \$25,000)			25,000
4. Asphalt Contingency (Port Cash \$20,000)			20,000
5. Business Development Opportunities (Port Cash \$20,000)			20,000
<b>SUBTOTAL - FACILITY IMPROVEMENT PROJECTS</b>			<b>141,000</b>

			
		<b>2012 Final Budget</b>	
<b>III. Capital Equipment Purchases</b>			
1. Used Fleet Fuel Truck - 3,000 gallon capacity (Airport Capital Reserve \$50,000)			50,000
<b>SUBTOTAL CAPITAL EQUIPMENT PURCHASES</b>			<b>50,000</b>
<b>SUBTOTAL - BNA CAPITAL PROJECTS AND EQUIPMENT</b>			<b>901,684</b>
<b>INDUSTRIAL DEVELOPMENT PROJECTS &amp; EQUIPMENT</b>			
<b>I. New Construction Projects</b>			
1. OVIP #5 Facility Refurbishment and Expansion 2012 Portion (Bond Proceeds \$6,500,000)			6,500,000
Note: An Additional \$3,500,000 of Project Costs are carried forward to 2013 for Capital Project Completion (funded out of 2012 Bond Sale)			
2. Business Development Opportunities (Port Cash \$20,000)			20,000
3. NE Campus Phase II / Basin 7 Development Project (Dept. of Commerce \$1,067,000; Port Cash \$33,000)			1,100,000
<b>SUBTOTAL - NEW CONSTRUCTION</b>			<b>7,620,000</b>
<b>II. Facility Improvement Projects OVIP/OVBP</b>			
1. Site, Utility, Building Improvements (Port Cash \$75,000)			75,000
2. Viking Fence Sewer Hookup (Port Cash \$63,694)			63,694
3. Large Wastewater Cleanout (Port Cash \$25,000)			25,000
<b>SUBTOTAL - FACILITY IMPROVEMENT PROJECTS</b>			<b>163,694</b>



			
		<b>2012 Final Budget</b>	
<b>II. Facility Improvement Projects</b>			
1. Breakwater Public Restroom -POM (Clean Vessel Act Grant \$0, Port Cash - \$0)			-
2. Breakwater Public Restroom -Brem (Clean Vessel Act Grant \$75,000, Port Cash - \$25,000)			100,000
3. Flower Planters and P-Dock Benches Bremerton Marina (Port Cash - \$10,000)			10,000
4. Port Orchard Waterfront Master Plan (Port Cash - \$45,000) Note: Requires Matching Funds of \$45,000 from City of Port Orchard			45,000
5. Port Orchard Marina Covered Moorage Fabric Curtains (Port Cash - \$40,000)			40,000
6. Airlift Berth for 21" Work Boat (Port Cash - \$12,000)			12,000
7. Replace POYS Shop Heating System (Port Cash - \$3,000)			3,000
8.Upgrade BRM Security Gate Software (Port Cash - \$3,500)			3,500
<b>SUBTOTAL - FACILITY IMPROVEMENT PROJECTS</b>			<b>213,500</b>
<b>III. Capital Equipment Purchases</b>			
<b>SUBTOTAL - CAPITAL EQUIPMENT PURCHASES</b>			<b>0</b>
<b>TOTAL - HARBOR CAPITAL PROJECTS</b>			<b>913,500</b>
<b>CAPITAL PROJECTS/PURCHASES</b>			
<b>CLEAN TECH DEVELOPMENT DIVISION PROJECTS</b>			
<b>1. NEW Construction Projects</b>			
A/E Fees			
Inspection Fees			
Construction (Bldg EE Improvements)			
<b>SUBTOTAL - NEW CONSTRUCTION PROJECTS - CLEAN TECH</b>			<b>-</b>

		<b>2012 Final Budget</b>	
<b>GENERAL AND ADMINISTRATIVE PROJECTS &amp; EQUIPMENT</b>			
<b>I. Capital Equipment Purchases</b>			
1. Computer Equipment Upgrades (Port Cash - \$65,000)			65,000
2. Admin Space Expansion / Remodel (Port Cash - \$20,000)			20,000
3. Admin / Accounting Printers (4) (Port Cash \$20,000)			20,000
<b>SUBTOTAL - GENERAL CAPITAL EQUIPMENT PURCHASES</b>			<b>105,000</b>
<b>TOTAL - CAPITAL PROJECTS &amp; PURCHASES</b>			<b>9,828,878</b>
<b>TOTAL - OPERATION AND CAPITAL EXPENSE</b>			<b>15,690,672</b>

## 2012 Final Budget

### **I. Capital Equipment Purchases**

65,000

2. Admin Space Expansion / Remodel (Port Cash - \$20,000)
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20,000

3. Admin / Accounting Printers (4)
(Port Cash \$20,000)

20,000

**SUBTOTAL - GENERAL CAPITAL EQUIPMENT PURCHASES**

**TOTAL - CAPITAL PROJECTS & PURCHASES**

<b>TOTAL - OPERATION AND CAPITAL EXPENSE</b>	
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2012 Final Budget
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Total Budget for Calendar Year 2012
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Operating Funds, Capital Improvements/Purchases and Bond Funds
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Revenues
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19,973,929
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Expenditures
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19,973,929
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0
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			<b>2012 Final Budget</b>	
		<b>ATTACHMENT A</b>		
<b>FACILITIES REVENUES</b>				
<b><i>Bremerton National Airport</i></b>				
Hangars & Tie Downs	200,358			
Ground & Space Leases	187,116			
Equipment Leases	0			
Electric Sales	0			
Fuel Sales or Flowage Fees	9,550			
Licenses, Concessions, Misc. Fees (Guest Tie Down)	2,500			
<b>SUBTOTAL - Airport</b>			<b>399,524</b>	
<b><i>Olympic View Industrial Park</i></b>				
Ground Leases	380,711			
Building & Space Leases	244,805			
Gorst Properties	41,580			
<b>SUBTOTAL - Industrial Park</b>			<b>667,096</b>	
<b><i>Olympic View Business Park</i></b>				
OVBP 1 Ground Lease	24,810			
OVBP 1 Leases	143,888			
OVBP 1 M & O Pass through Costs	18,932			
Miscellaneous				
<b>SUBTOTAL - Business Park</b>			<b>187,630</b>	
<b><i>General Property</i></b>				
Land Leases				
Building Leases	397,610			
NDGC Sublease Income	11,875			
NDGC Association Monthly Assessments	11,322			
Less Association Monthly Assessment Pass through to KCCHA	-11,322			
<b>SUBTOTAL - General Property</b>			<b>409,485</b>	
<b><i>Harbor Lease/Rental Properties (Rent &amp; Utility Revenue)</i></b>				
Port Orchard	15,230			
Bremerton	3,000			
<b>SUBTOTAL - Harbor Lease/Rental Properties</b>			<b>18,230</b>	
<b><i>Fuel, Oil &amp; Retail Sales - Harbor</i></b>				
Fuel and oil sales	60,000			
Retail sales (clothing, sunglasses, other)	1,500			
<b>SUBTOTAL - Fuel, Oil &amp; Retail Sales</b>	61,500			
Sales Allocated to Port Orchard Marina	(48,000)			
Sales Allocated to Bremerton Marina	(12,000)			
			<b>1,500</b>	
<b><i>Port Orchard Marina</i></b>				
Permanent Moorage	875,000			
Transient Moorage	80,000			
Electricity Sales	32,000			
Fuel Sales	48,000			
Live aboard Fees	14,305			
Miscellaneous Sales	550			
Marina Parking	2,160			
Water Street Parking	300			
Concessions	-			
<b>SUBTOTAL - Port Orchard Marina</b>			<b>1,052,315</b>	
<b><i>Bremerton Marina</i></b>				
Permanent Moorage	450,000			
Transient Moorage	65,000			
Electricity Sales	8,000			
Fuel Sales	12,000			
Live aboard Fees	27,174			
Miscellaneous Sales	3,000			
	<b>565,174</b>			
Parking - Washington Avenue Lot	130,000			
Less: Taxes and Operations Fee	(48,100)			
	<b>81,900</b>			
<b>SUBTOTAL - Bremerton Marina</b>			<b>647,074</b>	

				
			<b>2012 Final Budget</b>	
	<b>Annapolis Ferry Dock &amp; Parking</b>			
	Licenses	6,000		
	<b>SUBTOTAL - Annapolis Ferry Dock</b>		<b>6,000</b>	
	<b>SUBTOTAL - All Harbor Operations</b>		<b>1,725,119</b>	
	<b>TOTAL ALL FACILITIES</b>		<b>3,388,854</b>	



## 2012 FINAL BUDGET SUMMARY SIX YEAR CAPITAL PLAN

	2012 Total Cost	2012 Port Costs	2012 Other Funds	2013	2014	2015	2016	2017	Six-Year Port Costs	Six-Year Full Project Costs	Source of Funding	Project Ranking
Bremerton National Airport	901,684	314,502	587,182	760,900	3,408,545	4,676,830	1,711,120	3,520,000	3,445,150	14,979,079		
Olympic View Industrial Park	7,783,694	216,694	7,567,000	4,051,500	1,605,000	1,650,000	3,075,000	105,000	10,703,194	18,270,194		
Olympic View Business Park	125,000	125,000	-	25,000	-	-	-	-	150,000	150,000		
Port Orchard Marina	753,500	103,500	650,000	-	380,000	250,000	5,496,774	-	6,255,274	6,880,274		
Bremerton Marina	110,000	35,000	75,000	-	-	-	-	-	35,000	110,000		
Marinas - Other	50,000	50,000	-	1,830,000	250,000	-	-	-	2,130,000	2,130,000		
Clean Tech - Energy Efficiency & Environ	-	-	-	-	-	-	-	-	-	-		
General & Administrative	105,000	105,000	-	-	-	-	-	-	105,000	105,000		
<b>Total - All Facilities</b>	<b>9,828,878</b>	<b>949,696</b>	<b>8,879,182</b>	<b>6,667,400</b>	<b>5,643,545</b>	<b>6,576,830</b>	<b>10,282,894</b>	<b>3,625,000</b>	<b>22,823,618</b>	<b>42,624,547</b>		

Total Costs	42,624,547
Less Potential Funding	24,219,873
Required Port Cash	18,404,674

# PORT OF BREMERTON      SIX-YEAR CAPITAL PLAN      2012 Budget

	2012 Total Cost	2012 Port Costs	2012 Other Funds	2013	2014	2015	2016	2017	Six-Year Port Costs	Six-Year Full Project Costs	Source of Funding	Project Ranking
<b>Bremerton Nat'l Airport:</b>												
Cross SKIA Phase 2 (30% Design)	160,910	21,723	139,187						21,723	160,910	PSRC	1
Cross SKIA Phase 2 (Final Design)	258,774	30,779	227,995						30,779	258,774	PSRC	1
Master Plan Update - SPLIT 2012/2013	231,000	11,000	220,000	231,000					22,000	462,000	FAA	1
Bremerton National Airport Business Plan	60,000	60,000	-						60,000	60,000	RESERVE	1
Runway/Taxiway Stripe Project	46,000	46,000	-						46,000	46,000		1
Large Wastewater Cleanout	25,000	25,000	-	50,000	50,000				150,000	150,000		
Asphalt Contingency	20,000	20,000	-	20,000	20,000	20,000	20,000	20,000	120,000	120,000		2
Used Fleet Fuel Truck - 3,000 gallon capacity	50,000	50,000	-						50,000	50,000		
Site, Utility, Building Improvements	30,000	30,000	-	30,000	30,000	30,000	30,000	30,000	180,000	180,000		2
Business Development Opportunities	20,000	20,000	-	25,000	25,000	25,000	25,000	25,000	145,000	145,000		3
Subtotal 2012 Airport Projects	901,684	314,502	587,182	356,000	125,000	75,000	75,000	75,000	825,502	1,632,684		
AIP 26 Taxiway Rehabilitation (Design)				276,900					13,845	276,900	FAA	
AIP 27 Taxiway Rehabilitation (Construction)					2,624,925				131,246	2,624,925	FAA	
Planning- Conduct Wildlife Assessment					111,120				5,556	111,120	FAA	
Planning- EA or EIS East Side Development						888,890			44,445	888,890	FAA	
Taxiway- Construct Taxiway							261,120		13,056	261,120	FAA	
Taxiway - Construct Taxiway (East Side)								1,320,000	66,000	1,320,000	FAA	
BNA Security Surveillance System				100,000					100,000	100,000		
New 3/4 Ton Pickup				20,000					18,500	18,500		
Replacement Road Grader						75,000			75,000	75,000		
MOB Parking Shelter					300,000				300,000	300,000		
Terminal Bldg Roof / Roof Replacement					75,000			200,000	200,000	200,000		
Airport Diner Roof (Ac Pit) Replacement					30,000				30,000	30,000		
Second Floor Deck FBO Building					142,500				142,500	142,500		
Hangar restroom facility						80,000			80,000	80,000		
Cross SKIA Phase 2 (Construction)						3,557,940				3,557,940	Appropriation	
Replace Admin HVAC				8,000					8,000	8,000		
Airport GIS (Global Positioning)								250,000	250,000	250,000		
Hangar Construction (2 bldgs)							800,000		800,000	800,000		
Stormwater/infrastructure								660,000	60,000	600,000	FAA	
Env Drainage Swale-taxiway, Apron								150,000	15,000	150,000	FAA	
Realign Taxiway F/Remove old pavement								90,000	9,000	90,000	FAA	
Expand Aircraft Parking Apron (west side)								200,000	20,000	200,000	FAA	
Pavement removal (east side)							375,000	375,000	37,500	375,000	FAA	
SKIA Utility Planning							200,000	200,000	200,000	200,000		
Subtotal 2013-2017 Airport Projects	-	-	-	404,900	3,283,545	4,601,830	1,636,120	3,445,000	2,619,648	12,659,895		
<b>Subtotal - Airport</b>	<b>901,684</b>	<b>314,502</b>	<b>587,182</b>	<b>760,900</b>	<b>3,408,545</b>	<b>4,676,830</b>	<b>1,711,120</b>	<b>3,520,000</b>	<b>3,445,150</b>	<b>14,292,579</b>		

**PORT OF BREMERTON      SIX-YEAR CAPITAL PLAN      2012 Budget**

	2012	2012	2012						Six-Year	Six-Year Full	Source of	Project
	Total Cost	Port Costs	Other Funds	2013	2014	2015	2016	2017	Port Costs	Project Costs	Funding	Ranking
<b>Olympic View Industrial Park:</b>												
Site, Utility, Building Improvements	75,000	75,000		50,000	50,000	50,000	50,000	50,000	325,000	325,000	Grant	1
Business Development Opportunities	20,000	20,000		25,000	25,000	25,000	25,000	25,000	145,000	145,000		2
NE Campus (Phase 2) Construction	1,100,000	33,000	1,067,000						33,000	1,100,000		1
Viking Fence Sewer Hookup	63,694	63,694							63,694	63,694		
Large Wastewater Cleanout	25,000	25,000							25,000	25,000		2
OVIP 5 Bldg Addition w/roof replacement	6,500,000	-	6,500,000	3,500,000						10,000,000	Bond Issue	1
Subtotal 2012 Industrial Projects	7,783,694	216,694	7,567,000	3,575,000	75,000	75,000	75,000	75,000	591,694	11,658,694		
SE Corner E. Intersection/Barney White Rd. Design and Engineering				200,000					200,000	200,000	1/3 CERB Loan/Grant	
SR3 Frontage Development				250,000					250,000	250,000		
OVIP Sewer Line Replacement								30,000	30,000	30,000		
New 3/4 Ton Pickup				20,000					18,500	18,500		
Replacement Grader						75,000			75,000	75,000		
OVIP 2 Roof Replacement					30,000				30,000	30,000		
Directory Sign at Barney White Road				6,500					6,500	6,500		
North East Campus Phase II See Comment Below												
Barney White Detention Pond					1,500,000				1,500,000	1,500,000		
SE Corner E. Intersection/Barney White Rd. Construction						1,500,000			1,500,000	1,500,000		
New Port Industrial Bldg							3,000,000		3,000,000	3,000,000		
Subtotal 2012-2016 Industrial Projects	-	-	-	476,500	1,530,000	1,575,000	3,000,000	30,000	6,610,000	6,610,000		
<b>Subtotal - Industrial Park</b>	<b>7,783,694</b>	<b>216,694</b>	<b>7,567,000</b>	<b>4,051,500</b>	<b>1,605,000</b>	<b>1,650,000</b>	<b>3,075,000</b>	<b>105,000</b>	<b>7,201,694</b>	<b>18,268,694</b>		
<b>Olympic View Business Park:</b>												
Site, Utility, Building Improvements	100,000	100,000							100,000	100,000		1
Business Development Opportunities	25,000	25,000		25,000					50,000	50,000		2
<b>Subtotal - Olympic View Business Park</b>	<b>125,000</b>	<b>125,000</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,000</b>	<b>150,000</b>		

# PORT OF BREMERTON SIX-YEAR CAPITAL PLAN 2012 Budget

	2012 Total Cost	2012 Port Costs	2012 Other Funds	2013	2014	2015	2016	2017	Six-Year Port Costs	Six-Year Full Project Costs	Source of Funding	Project Ranking
<b>Port Orchard Marina</b>												
Port Orchard Boat Ramp Refurbishment	400,000	-	400,000							400,000	BFP Grant	1
Marina Park Extension	250,000		250,000							250,000	ALEA Grant	1
Breakwater Public Restroom - POM	-	-	-						-	-		
Port Orchard Waterfront Master Plan	45,000	45,000	-	Note: Requires \$45,000 matching funds from City of Port Orchard					45,000	45,000		
Replace POYS Shop Heating System	3,000	3,000							3,000	3,000		1
Airlift 'Berth for 21' Work Boat	12,000	12,000							12,000	12,000		2
POM Covered Moorage Fabric Curtains	40,000	40,000	-						40,000	40,000		
Upgrade BRM Security Gate Software	3,500	3,500	-						35,000	3,500		
			-									
Subtotal 2012 POM Projects	753,500	103,500	650,000	-	-	-	-	-	135,000	753,500		
Replace A-Dock and SS Float					80,000	50,000	1,185,144		1,315,144	1,315,144	Grant	
Replace East & North Breakwater					300,000	200,000	4,311,630		4,811,630	4,811,630	Grant	
Subtotal 2013-2017 POM Projects	-	-	-	-	380,000	250,000	5,496,774	-	6,126,774	6,126,774		
<b>Subtotal - Port Orchard Marina</b>	753,500	103,500	650,000	-	380,000	250,000	5,496,774	-	6,261,774	6,880,274		

<b>Bremerton Marina</b>												
BRM, P-Dock Benches and Flowers	10,000	10,000							10,000	10,000		3
Breakwater Public Restroom - Brem	100,000	25,000	75,000						25,000	100,000		1
Subtotal 2012 Projects	110,000	35,000	75,000						35,000	110,000		
<b>Subtotal - Bremerton Marina</b>	110,000	35,000	75,000	-	-	-	-	-	35,000	110,000		

<b>Marinas - Other</b>												
Refurbish Harper Pier	50,000	50,000		800,000					850,000	850,000		2
See Alternate Below												
Refurbish Evergreen Park Boat Launch				30,000	250,000				280,000	280,000	Grant	1
Washington Avenue Property Development				1,000,000					100,000	1,000,000	Appropriation	
Subtotal 2012 Marinas - Other	50,000	50,000	-			-	-	-		1,070,000		
Subtotal 2013-2017 Marinas - Other				1,830,000	250,000	-	-	-	1,230,000	2,080,000		
<b>Subtotal - Marinas - Other</b>	50,000	50,000	-	1,830,000	250,000	-	-	-	1,230,000	3,150,000		

## Harper Pier Alternate

Alternative - Demolish Harper Pier

100,000

100,000

Not Included in Totals

**PORT OF BREMERTON      SIX-YEAR CAPITAL PLAN      2012 Budget**

2012 Total Cost	2012 Port Costs	2012 Other Funds	2013	2014	2015	2016	2017	Six-Year Port Costs	Six-Year Full Project Costs	Source of Funding	Project Ranking
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Clean Tech - Energy Efficiency & Environmental													
Energy Efficiency Capital Projects				CAN THIS BE RENEWED? WHAT WOULD TIMELINE LOOK LIKE? ASSUME THE FUNDS WOULD NOT BE AVAILABLE UNTIL AFTER SEPTEMBER, 2012???							SBA Grant		
A/E Fees													
Inspection Fees													
Construction (Bldg EE Improvements)													
				-	-						-	1	
Subtotal 2012 Clean Tech Projects				-	-	-							-
Subtotal - Clean Tech (Energy)				-	-	-	-	-	-	-	-		

<b>General &amp; Administrative</b>											
Admin Space Expansion / Remodel		20,000	20,000					20,000	20,000	1	
Upgrade Computer Equipment / Power Backup		65,000	65,000					65,000	65,000		
Admin Printers / Copiers		20,000	20,000					20,000	20,000		
Terminal Building Roof								65,000	65,000		
Subtotal 2012 General Projects		105,000	105,000	-	-	-	-	170,000	170,000		
<b>Subtotal - General &amp; Administrative</b>		105,000	105,000	-	-	-	-	170,000	170,000		

<b>Total - All Facilities</b>	9,828,878	949,696	8,879,182	6,667,400	5,643,545	6,576,830	10,282,894	3,625,000	18,493,618	43,021,547
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# PORT OF BREMERTON SIX-YEAR CAPITAL PLAN 2011 Budget

## Additional Discussion Points

### Other Projects Not Fully Defined Bremerton Motorsports Park

Investment in return track to leave raceway where it currently sits	143,973	Does Not Include Potential Stormwater Costs
Cost for Added Barriers	13,000	
Investment in Infrastructure / Other to Relocate / Develop Complete new Raceway	?????	Timeline?

### Other Projects for Discussion

Transfer of Annapolis to Kitsap Transit

(If Kitsap Transit is going to invest a significant amount to upgrade float for ferry service does it make sense to transfer the entire facility to them?  
Port is maintaining Annapolis - Transit is paying Port \$6,000 annually  
Why is the Port doing it?

Value of Asset to Port \$280,840

Fully Depreciated

Funded by WSDOT Grant

Port take over Port Orchard Boat Ramp and do repair.	300,000	Have seen \$212,000 - \$400,000 City of PO estimates
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City of Port Orchard Pedestrian Pathway	217,846	
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Port of Bremerton Walking Trails - Partnership with Bremerton High School to build Exercise Stations	50,000	Evaluating cost to clean up existing fire roads and reviewing plans to have exercise stations built by Bremerton High School
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### Other Major Cash Requirements

Balloon Payment - Bay Street Rental Property	222,820	Nov 2014 - No penalty for early payment
Purchase Option NDGC	444,797	February 2015
Possible Purchase of Lingenbrink Building	150,000	Loss of Annual Land Lease Revenue \$ 3,526
Total	817,617	Gain of Annual Facility Lease Revenue \$ 14,400

### Other Non Operating Sources of Revenue to the Port

Kitsap Transit - Due Port of Bremerton for construction of passenger only ferry dock	2,921,037	
Remaining Proceeds of Bond Issue - 2009	840,000	Rounded
City of Bremerton Stormwater Assessments - OVIP Stormwater Improvement Fund	98,339	Estimated
Kitsap County Stormwater Improvement Fund	457,647	
Port's Water Distribution System	111,232	Used in 2011 Budget
Timber - Cross Skia Tree Thinning	300,000	Estimated
	4,728,255	

**PORT OF BREMERTON  
KITSAP COUNTY, WASHINGTON  
RESOLUTION NO. 2011-52  
DATED: November 22, 2011**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, providing for a 0% increase in the total regular property tax levy and a 0% increase in the Industrial Development District tax levy, excluding any amount resulting from the addition of new construction and improvements to property, any increase in state-owned property and all allowable levies, for calendar year 2012.

**WHEREAS**, the Board of Commissioners, Port of Bremerton, has properly given notice of the public hearing held on November 8, 2011 to consider the Port of Bremerton's current expense budget for the calendar year 2012, pursuant to RCW 53.35.010, 53.35.020, 53.35.030 and 53.35.045; and

**WHEREAS**, the Board of Commissioners, Port of Bremerton, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that the Port of Bremerton does not require the 1% increase in property tax revenue from the previous year, excluding the increase resulting from the addition of new construction and improvements to property, newly constructed wind turbines, annexation, any increases in the values of state-assessed property, state-assessed utilities, refunds, and all allowable levies, in order to discharge the expected expenses and obligations of the Port of Bremerton and in its best interest; and

**WHEREAS**, the population of this district is more than 10,000, and

**WHEREAS** the Board of Commissioners, Port of Bremerton, has determined that it is in the best interest of the Port of Bremerton and not necessary to meet the expenses and obligations in 2012 while still maintaining all future levy capabilities, for the property tax revenue not to be increased by 1% in 2012.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners, Port of Bremerton, that a zero percent (0.0%) increase (\$-0-) in the total property tax levy from the previous year (\$3,339,150) and a zero percent (0.0%) increase (\$-0-) in the total Industrial Development District tax levy from the previous year (\$4,399,200) are hereby authorized. The 0.0% increases are exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 22nd day of November, 2011 and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

\_\_\_\_\_  
President and Commissioner

\_\_\_\_\_  
Commissioner

ATTEST:

\_\_\_\_\_  
Secretary and Commissioner

(SEAL)

**PORT OF BREMERTON  
KITSAP COUNTY, WASHINGTON  
RESOLUTION NO. 2011-53  
DATED: November 22, 2011**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, providing a limit factor for the regular levy for the 2012 calendar year to determine future years' levies and to enable the Port of Bremerton to bank excess levy capacity.

**WHEREAS**, the Board of Commissioners, Port of Bremerton, has met and considered its budget for the calendar year 2012; and

**WHEREAS**, the Board of Commissioners, Port of Bremerton, in the course of considering the budget for 2012, has reviewed all sources of revenue and examined all anticipated expenses and obligations; and

**WHEREAS**, the Board of Commissioners of the Port of Bremerton Taxing District, has determined that due to future committed obligations in the 2009-2012 Teamsters Local Union 589 Agreement with respect to wage increases and medical and other benefit levels, and in consideration of future capital and infrastructure improvements, finds that there is a substantial need to set the levy limit at 101% in the event this levy capacity is needed in the future years.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners, Port of Bremerton that the limit factor for the regular levy for the calendar year 2012 be set at 101% in the event this levy capacity is needed in future years.

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 22nd day of November, 2011, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

\_\_\_\_\_  
President and Commissioner

\_\_\_\_\_  
Commissioner

ATTEST:

\_\_\_\_\_  
Secretary and Commissioner

(SEAL)

**PORT OF BREMERTON  
KITSAP COUNTY, WASHINGTON  
RESOLUTION NO. 2011-54  
DATED: November 22, 2011**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, providing for acceptance, approval and adoption of the Final Budget for the Calendar Year 2012.

**WHEREAS**, a preliminary 2012 budget was prepared and analyzed on October 25 and November 8, 2011, and

**WHEREAS**, public notices were published on October 26 and November 2, 2011, in the newspaper of general circulation in the Port District proclaiming the availability of the preliminary budget to taxpayers at the Port office and announcing the public hearing for November 8, 2011, all in accordance with RCW 53.35.030 and 53.35.045, and

**WHEREAS**, a public hearing was held on the 8<sup>th</sup> day of November, 2011 at 10:00 a.m. in the Bill Mahan Conference Room, 8850 SW State Hwy 3, Bremerton, WA after the above-stated due and proper notices were published in the daily newspaper of general circulation in the Port District and the Commission heard from all persons desiring to be heard on the matter of the final budget all in accordance with RCW 53.35.030 and 53.35.045.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners, Port of Bremerton, that:

1. The Final Budget for calendar year 2012, fixed at fund levels as listed below and appended hereto as part of this Resolution is accepted, approved and adopted.

Airport	\$1,901,449	
Airport-Industrial	<u>8,733,572</u>	
Total Airport Fund		\$10,635,021
Business Park		539,362
Harbors		3,322,662
General		863,652
General Properties		54,976
Non-Operating Expense		50,000
Funds Transfer to Reserves		200,000
Contingency		25,000
Bonds/Loans		<u>4,283,257</u>
TOTAL BUDGET		\$19,973,930

2. The Six-Year Capital Plan for 2012-2017 is accepted and approved.

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 22nd day of November, 2011 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

\_\_\_\_\_  
Secretary and Commissioner

(Seal)

**PORT OF BREMERTON  
KITSAP COUNTY, WASHINGTON  
RESOLUTION NO. 2011-55  
DATED: November 22, 2011**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, filing the final budget and submitting a request for tax levies for calendar year 2012 with the Clerk of the Board of County Commissioners.

**WHEREAS**, the Board of Commissioners, Port of Bremerton, Kitsap County, by Resolution 2011-54 dated November 22, 2011, approved and adopted the Final Budget for Calendar Year 2012 in the amount of \$19,973,929 in accordance with RCW 53.35.010, 53.35.020, 53.35.030 and 53.35.045.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners, Port of Bremerton, in accordance with RCW 53.35.040, that:

1. A copy of the Final Budget of the Port of Bremerton for Calendar Year 2012, as approved by Resolution 2011-54 be filed with the Clerk of the Board of County Commissioners.
2. As required under Referendum 47, Section 209, Resolution 2011-52 is hereby submitted (copy attached) to the Board of County Commissioners to provide for levies against taxable property located within Kitsap County to raise funds in the amount indicated in the Final Budget as follows, plus new construction and improvements to property, newly constructed wind turbines, annexation, any increases in the values of state-assessed property, state-assessed utilities, refunds, and all allowable levies:

A.	General Purpose Levy	\$3,145,370
	Plus: New Construction	24,397
	Refunds	10,473
	Estimated Utilities	<u>10,000</u>
		3,190,240
B.	Special Tax (General Obligation	
	Indebtedness) Levy	321,243
C.	Industrial Development District Levy	4,240,380

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 22<sup>nd</sup> day of November, 2011, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

\_\_\_\_\_  
President and Commissioner

\_\_\_\_\_  
Commissioner

ATTEST:

(SEAL)

\_\_\_\_\_  
Secretary and Commissioner

## LEVY CERTIFICATION

In accordance with RCW 84.52.020, I, Becky D. Swanson, Chief Financial Officer, for the Port of Bremerton, do hereby certify to the Kitsap County legislative authority that the Commissioners of said district requests that the following levy amounts be collected in 2012 as provided in the district's budget, which was adopted on November 22, 2011, following a public hearing held on November 8, 2011:

Regular Levy:	\$3,145,370
Plus: New Construction	24,397
Refunds	10,473
Estimated Utilities	<u>10,000</u>
Total Regular Levy	\$3,190,240
Excess Levy:	\$ 321,243
Industrial District Levy:	\$4,240,380

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## AGENDA SUMMARY

Agenda Item No: Action Item #2  
Subject: Employment Agreement with the Chief Executive Officer effective January 1, 2012  
Exhibits: None  
Prepared By: Gordon Walgren, Port Attorney  
Meeting Date: November 22, 2011

### Summary:

CEO designee Tim Thomson has requested that the Port Commission consider an employment contract covering his prospective services to the port. He has prepared such a contract agreement for commission consideration. I have reviewed his proposal, and have suggested some changes. The proposed contract generally follows the provisions set forth in the current agreement now in effect. The contract is for a two year period. Unlike the current agreement, there is no provision for a car allowance and proposed vacation time is made consistent with other port employees. Compensation remains the same as now paid the current CEO.

### Fiscal Impact:

Salary compensation included in Budget

### Recommendation:

Approval of the Employment Agreement

### Motion for Consideration:

**Move to approve the Employment Agreement between the Port and Timothy Thomson effective January 1, 2012.**