

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

**A G E N D A**

October 24, 2023  
6:00 PM

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

The Port of Bremerton Board of Commissioners have resumed in-person meetings but are maintaining the option for the public to participate remotely as well. The public is invited to view and/or participate in the hybrid meeting by attending in person or through one of the following options:

- To stream online only (via BKAT feed, with no interaction possible):  
<https://bremerton.vod.castus.tv/vod/?live=ch1&nav=live>
- To join the online Zoom meeting: <https://us02web.zoom.us/j/3359030010>
- For audio only; dial 1.253.215.8782; Meeting ID: 335 903 0010

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**Call to Order**

**Pledge of Allegiance**

**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 October 10, 2023.
- B. Payment of checks #902000 through #902001 and #902002 through #902003 and #902005 through #902008 and #85328 through #85347 and #E01706 through #E01712 and #902009 and #E01713 and #E01714 through #E01715 from the General Fund for \$295,815.73. Void Checks #85288 & 85299.

**Work Study Session**

1. 2024 Preliminary Budget – First Draft

**Citizen Comments:** *Open to the public for comment. Speakers are asked to keep their comments to less than 3 minutes. Please feel free to submit further comments in writing to the Clerk of the Board (gingerw@portofbremerton.org).*

**Action Items**

**Staff Reports**

**Commission Reports / New Business**

**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>10/24</i>	<i>6:00 pm</i>	<i>*Commission Regular Business Meeting - Hybrid</i>
<i>10/26</i>	<i>10:00 am</i>	<i>Puget Sound Regional Council (PSRC) Executive Board</i>
<i>10/26</i>	<i>11:45 am</i>	<i>PSRC Executive Committee</i>
<i>10/31</i>	<i>1:00 pm</i>	<i>Central Puget Sound Economic Development District (CPSEDD) Executive Committee</i>
<i>11/7</i>	<i>12:30 pm</i>	<i>Kitsap Regional Coordinating Council (KRCC) Executive Board</i>
<i>11/10</i>		<i>Veterans Day Holiday Observed – Admin Offices Closed</i>
<i>11/11</i>		<i>Veterans Day Holiday – Marina Offices Closed</i>
<i>11/14</i>	<i>10:00 am</i>	<i>*Commission Regular Business Meeting - Hybrid</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**

October 10, 2023  
10:00 AM

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

**Commissioners and Staff Present**

Commissioners

Axel Strakeljahn  
Gary Anderson - Remote  
Cary Bozeman

Staff Members

Jim Rothlin  
Arne Bakker  
Jeremiah Wiley  
James Weaver  
James Goodman  
Monroe Whitman IV  
Ginger Waye  
Stephanie Frame  
Anne Montgomery, Atty - Remote

**Call to Order**

President Strakeljahn called the meeting to order at 10:00 a.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 and executive sessions of September 26, 2023.
- B. Payment of checks #901976 through #901981 and #E01676 and #901982 and #901983 through #901986 and #85285 through #85309 and #E01677 through #E01690 and #901987 through #901990 and #901991 and #901992 through #901993 and #901994 from the General Fund for \$244,662.09.  
Payment of checks #901995 through #901999 and #85310 through #85327 and #E01691 through #E01705 from the General Fund for \$70,114.99.

**It was moved by BOZEMAN, seconded by ANDERSON to:**

Approve the Consent Items as presented.

**MOTION CARRIES, 3-0**

### **Information Items**

1. Port Orchard Waterfront Properties Status Update – Troy Bussey, Pioneer Technologies

James Weaver introduced the topic providing history on the purchase of the properties and the environmental grant process which included a \$130K Washington State Department of Commerce (DOC) grant and an \$800K Environmental Protection Agency (EPA) Brownfields multipurpose grant.

Using a PowerPoint presentation, Mr. Bussey provided detail and led discussion on the following:

- The properties being environmental remediation sites (aerial site plan provided)
- The highly regulated process and all that is involved in environmental cleanups noting this project has a fair number of issues that add complexity.
- Overview of Pioneer's completed work and their current efforts on an Interim Action Work Plan
- Next steps

Mr. Weaver and Mr. Bussey responded to questions and comments from the Board and staff and there was discussion on project timing. It was noted that consideration will be taken on timing for current building tenants.

**Citizen Comments - None**

### **Action Items**

1. Federal Aviation Administration (FAA) Release for Airport Industrial Way  
*Presented by Monroe Whitman IV, Airport Manager*

Following presentation and after questions were addressed;

**It was moved by BOZEMAN, seconded by STRAKELJAHN to:**

Approve the Instrument of Release for Bremerton National Airport Surplus Property Airport Industrial Way and authorize the CEO to execute the Release.

**MOTION CARRIES, 3-0**

## **Staff Reports**

*Jim Rothlin, Chief Executive Officer*

- Reported on employee anniversaries providing a brief background on each individual:
  - Brian Robinson, Marina Maintenance Lead – 34 years
  - 1<sup>st</sup> Year Anniversaries:
    - Ellen Ataie – Contract Administrator
    - Monroe Whitman IV – Airport Manager
    - Tami Brackenbury, Marina Administrative Specialist
    - Marco Baladad, Airport Maintenance I
- Provided an overview of the recently held Port Community Meeting and recognized Marketing & Communications Coordinator Erica Filler for her efforts in leading the organization of the event and other employees that were closely involved.
- Along with Commissioner Strakeljahn and other staff, including marina personnel, met with Kristin Meira, Director of Government Affairs, American Cruise Lines for lunch on the American Spirit ship. He provided background on the cruise line company.
- Will be attending the Pacific Northwest Waterways Association (PNWA) conference in Vancouver Washington to review current policies and discuss the Washington DC agenda to see if the upcoming trip fits for the Port.

## **Commission Reports / New Business**

*Commissioner Strakeljahn*

- Congratulated the employees reaching their anniversary milestones.
- Thanked staff for their work on the Community Meeting stating it is important to get our message out.

*Commissioner Bozeman*

- Discussed the success of the Community Meeting and thinks we can grow it making it bigger and better in the future. He highlighted the points made during his speech at the meeting.

## **Executive Session**

President Strakeljahn recessed the meeting at 11:00 a.m. and reconvened into executive session at 11:05 a.m. for approximately 15 minutes to consider the price and terms at which real estate may be leased or sold when public discussions could disadvantage the Port's negotiations [RCW 42.30.110(1)(c)].

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,

Approved,

Jim Rothlin  
Chief Executive Officer  
October 19, 2023

Cary Bozeman  
Commission Secretary  
October 26, 2023

Draft

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

**MINUTES**

October 10, 2023  
11:05 AM

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 11:05 a.m., October 10, 2023.

**Commissioners and Staff Present**

Commissioners  
Axel Strakeljahn  
Gary Anderson  
Cary Bozeman

Staff Members  
Jim Rothlin  
Arne Bakker  
Jeremiah Wiley  
James Weaver  
Anne Montgomery, Atty

**Item #1:** Considered the price and terms at which real estate may be leased or sold when public discussions could disadvantage the Port's negotiations [RCW 42.30.110(1)(c)].

With no further business to come before the Board, the meeting was adjourned into regular session at 11:20 a.m.

Submitted,

Approved,

Jim Rothlin  
Chief Executive Officer  
October 19, 2023

Cary Bozeman  
Commission Secretary  
October 24, 2023