

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

**MINUTES**

August 13, 2024  
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

Gary Anderson  
Cary Bozeman  
Axel Strakeljahn

Staff Members

Jim Rothlin  
Arne Bakker  
Aaron Schielke  
James Weaver  
James Goodman  
Cole Barnes  
Stephanie Frame  
Erica Filler  
Anne Montgomery, Atty

**Call to Order**

President Anderson called the meeting to order at 10:00 AM 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 July 23, 2024
- B. Payment of checks #E02159 and #902389 and #902390 and #902391 and #E02160 through #E02161 and #86010 through #86041 and #E02162 through #E02164 and #902392 through #902395 and #902396 through #902398 and #E02165 and #902399 and #902400 through #902401 and #86042 through #86061 and #E02166 through #E02182 and #902402 through #902405 and #902406 and #902407 from the General Fund for \$933,156.42.

**It was moved by Bozeman, seconded by Strakeljahn to:**

Approve the Consent Items as presented.

**MOTION CARRIES, 3-0**

**Information Items**

1. Affordable Housing Construction Challenges – Bob Disney, Kitsap Builders Association

Commissioner Anderson introduced Bob Disney, from the Kitsap Builders Association (KBA). Mr. Disney sits on the affordable housing council and workforce development council of Kitsap County and is a past president of the Kitsap Builders Association.

Mr. Disney gave a presentation from a builder’s perspective on how permitting timelines and costs effect affordable housing in Kitsap County. Mr. Disney explained the permitting process flow for a single-family residence build. The average time to complete all permits on a home build in Kitsap County is 233 days. The presentation explained the cost to a builder or developer increases as the time to issue a permit increases. It was explained the KBA is working to find solutions to bring to Kitsap County Department of Community Development to get permitting out faster resulting in affordable homes coming to the market.

In closing, Mr. Disney responded to questions and comments from the Board related to several items including different housing options such as ADUs, looking back in time to find what worked and what is not working now, infrastructure capacity.

2. Approach Lighting & Instrument Landing System Project Update – FAA, Austin Mixsell, Lead Engineer

Cole Barnes, Airport Manager, introduced Austin Mixsell, Lead Engineer of the project. Austin is the lead navigation engineer in the northwest region of the FAA.

The total federal investment for the project was 2.5 million dollars. The funding provided a fully reconstructed and updated approach lighting system, a fully reconstructed Runway 20 Glide Slope, and a fully reconstructed Runway 20 Localizer. All the replaced equipment is used to support low visibility approaches into the airport. The equipment has been fully recapitalized allowing it to be maintained efficiently and safely by FAA staff in the future. Mr. Mixsell thanked Cole Barnes and his team for help to make the job easier.

**Citizen Comments - None**

**Action Items**

1. Airport Ground Lease Agreement with WAM Management LLC  
*Presented by James Goodman, Director of Facilities and Property Development,*

Following presentation and after questions from the board were addressed:

**It was moved by Bozeman, seconded by Strakeljahn to:**

Approve the airport land lease with WAM Management, LLC for purposes and intentions described in the lease.

**MOTION CARRIES, 3-0**

2. Amendment #2 to the Agreement with Pioneer Technologies for Bay Street Properties Remediation

*Presented by James Weaver, Director of Marine Facilities*

Following presentation and after questions from the board were addressed:

**It was moved by Bozeman, seconded by Strakeljahn to:**

Approve the Port Orchard Properties environmental remediation contract Amendment #2 with Pioneer Technologies and authorize the CEO to execute the contract.

**MOTION CARRIES, 3-0**

3. Authorization to Bid – Bay Street Properties Structure Removal

*Presented by James Weaver, Director of Marine Facilities*

Following a brief presentation and discussion:

**It was moved by Strakeljahn, seconded by Bozeman to:**

Authorize staff to proceed with the bid call for the Bay Street properties structure removal.

**MOTION CARRIES, 3-0**

4. Authorization to Bid – Bay Street Properties Remediation Construction

*Presented by James Weaver, Director of Marine Facilities*

Following presentation and after questions from the board were addressed:

**It was moved by Bozeman, seconded by Strakeljahn to:**

Authorize staff to proceed with the bid call for the Bay Street Properties Remediation Construction per approved contracting guidance.

**Motion Carries, 3-0**

**Staff Reports**

*Jim Rothlin, Chief Executive Officer*

- Recognized employment anniversaries of Jim Garcia, Port Maintenance III - 23 years, Stephanie Frame, Administrative Assistant - 3 years, Anne Mai, Marina Port Attendant - 1 year.
- Two car shows, Mustangs on the waterfront and the Cruz both were successful for the Port Orchard waterfront.

- Kicked off airport feasibility study and met with the team with a preliminary schedule of events. Anticipated completion of the study in February of 2025. The study will be looking at passenger and cargo freight and will be focused on community engagement as a major piece of the study. The team will be meeting internally bi-weekly.
- Bremerton Air Show, happening August 17 and 18. – Friday, August 16<sup>th</sup> is media day. The Port is expecting 50 attendees offering a final promotional push of the show.
- Attended Derek Kilmer's farewell gathering. It was a chance for him to say thank you and speak to his personal journey and to let leaders know he still has 5 more months of work and to bring anything needed to him.

## **Commission Reports / New Business**

### *Commissioner Strakeljahn*

- PSRC approved regional transportation funding. In Kitsap County alone \$30 million was requested and only \$10.5 million was funded. Happy to announce Airport Way expansion request for \$2.1 million was approved. Thank you to Arne Bakker, for his hard work on the application.
- PSRC completed industrial lands analysis through EDD board and is available.
- Attended the Cruz car show with Commissioner Anderson. Received comments that James Weaver and Kathy Garcia's marina team went above and beyond to make this year's show successful.
- Farnborough Airshow ended last week. Boeing held a successful show selling new jets to Japanese and Korean airlines – Various ports and other local municipalities were represented at the show. Encourages our team to consider attending future shows.
- Would like to bring up for discussion in the future, a way to commemorate former Commissioner Larry Stokes and wife Shirley Stokes at the Port Orchard Marina Park for all that he did and the vision he had for the marina park. Commissioner Anderson asked the CEO to make a note to put on a future meeting agenda.

### *Commissioner Bozeman*

- Sorry he did not thank Derek Kilmer for his service to our community. Observations about Representative Kilmer, he was a man of integrity and honesty, recognized the sacrifices he had to make for his family for our district, he did a great job of getting out to all areas of our district, he has been supportive of non-profits in our community.

### *Commissioner Anderson*

- Recently attended WPPA Commissioners seminar in Richland where he attended a presentation by Bob Schuetz from Energy Northwest about Benton County looking at a

small package nuclear plant. Believes it is something that may come up for discussion in our future.

### **Executive Session**

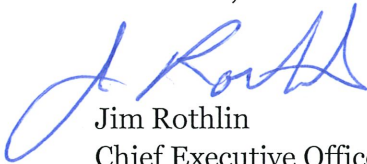
President Anderson recessed the meeting at 12:05 p.m. and reconvened into executive session at 12:10 p.m. for approximately 10 minutes for the purpose of discussing with legal counsel current or potential litigation [RCW 42.30.110(1)(i)]. At 12:10 p.m. the executive session was extended fifteen minutes.

At 12:31 the regular meeting was reconvened.

### **Adjournment**

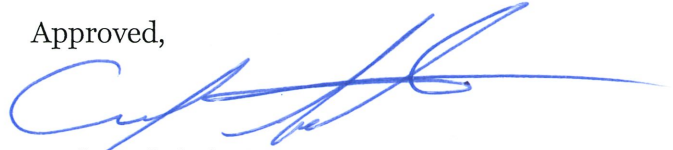
There being no further business before the Board, the meeting was adjourned at 12:31.

Submitted,



Jim Rothlin  
Chief Executive Officer  
August 21, 2024

Approved,



Axel Strakeljahn  
Commission Secretary  
August 27, 2024