

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

M I N U T E S

May 13, 2025
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

<u>Commissioners</u>	<u>Staff Members</u>
Cary Bozeman	Jim Rothlin - Remote
Axel Strakeljahn	Arne Bakker
	Aaron Schielke
	James Weaver
	James Goodman
	Erica Filler
	Ginger Waye
	Stephanie Frame
	Anne Montgomery, Atty

Call to Order

Vice-President Bozeman called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance. He noted he was standing in for Commissioner Anderson as he is attending a conference in Seattle.

Approval of Agenda

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve the Agenda as presented.

MOTION CARRIES, 2-0

Consent Items

- A. Minutes of the regular business meeting of April 22, 2025.
- B. Payment of checks #902773 through #902785 and #902786 and #E02626 and #902787 through #902791 and #86740 through #866775 and #E02627 through #E02646 and #E02647 and #902792 and #902793 through #902796 and #902797 and #E02648 and #902798 through #902800 and #902801 through #902803 and #86776 through #86789 and #E02649 through #E02661 and #86790 and #902804 through #902807 and #902808 from the General Fund for \$1,315,040.70. Void Checks #86697 and #86776.

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Consent Items as presented.

MOTION CARRIES, 2-0

Information Items

1. Quarterly Financial Review – Aaron Schielke, Chief Financial Officer

Mr. Schielke presented a high-level financial review detailing the results of operations (Q1 actuals of profit and loss); capital spending which includes prior year carryover; and cash and investments reserves analysis. He responded to questions from the Board throughout the presentation.

Citizen Comments - None

Action Items

1. Bay Street Properties Environmental Remediation Project 03-23-30018 Change Order No. 1 with Innovative Construction Solutions.

Presented by James Weaver, Director of Marine Facilities

Following presentation and after questions/comments were addressed:

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve Change Order No. 1 with Innovative Construction Solutions for Project 03-23-30018 Bay Street Properties Environmental Remediation and authorize the Port CEO to execute the change order in the amount of \$48,501.88, inclusive of tax.

MOTION CARRIES, 2-0

2. Airport Layout Plan Agreement with Mead & Hunt.

Presented by Arne Bakker, Chief Operations Officer for Cole Barnes, Airport Manager

Following presentation and after questions were addressed:

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Professional Services Agreement with Mead & Hunt for the Airport Layout Plan update and authorize the Port CEO to execute the agreement.

MOTION CARRIES, 2-0

Staff Reports

Jim Rothlin, Chief Executive Officer, reported on the following:

- Employee Anniversaries
 - Ken Eisenhardt, 10 years, Port Maintenance II - Airport/Industrial Facilities, specialist on HVAC and stormwater compliance.
 - Connie Daggett, 3 years, Staff Accountant, managing payroll and supporting the entire accounting team.
 - Jenifer Zuweni, 3 years, Accounts Receivable, handles all facilities – airport, industrial park, and marinas.
- New Hires
 - Sam Dugo, Port Maintenance II – Marine Facilities – recently relocated to Kitsap; previously with the City of Mukilteo.
 - Marina seasonal employees include Kevin Sauerland, Cory Wager, Corbin Egler, and James Clark.

Commission Reports / New Business

Commissioner Strakeljahn

- Serving on the nominating committee for Puget Sound Regional Council (PSRC) Executive Board officers.
- Attending the following meetings:
 - PSRC General Assembly on May 22.
 - Kitsap Regional Coordinating Council (KRCC) Executive Committee.
 - Bremerton Navy League event this weekend.
- Conveyed the story behind his new Kentucky Derby tie.

Commissioner Bozeman

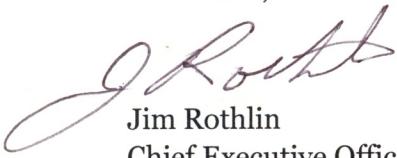
- Following the Governor's work on the ferry system and pleased with his decisions which include finally getting a second Bremerton boat back online.

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 10:47 a.m.

Submitted,



Jim Rothlin
Chief Executive Officer
May 22, 2025

Approved,



Axel Strakeljahn
Commission Secretary
May 27, 2025