

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

MINUTES

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

Commissioners

Cary Bozeman
Axel Strakeljahn

Staff Members

Jim Rothlin - Remote
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

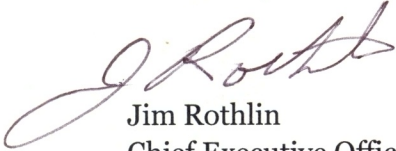
- Following the Governor's work on the ferry system and pleased with his decisions which include finally getting a second Bremerton boat back online.

Executive Session - None

Adjournment

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

Submitted,

A handwritten signature in blue ink, appearing to read "J. Rothlin", written in a cursive style.

Jim Rothlin
Chief Executive Officer
May 22, 2025

Approved,

A handwritten signature in blue ink, appearing to read "Axel Strakeljahn", written in a cursive style.

Axel Strakeljahn
Commission Secretary
May 27, 2025