

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

**MINUTES**

November 14, 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  
Cary Bozeman

Staff Members

Jim Rothlin  
Arne Bakker  
Jeremiah Wiley  
James Weaver  
James Goodman

Monroe Whitman IV  
Ginger Waye  
Stephanie Frame  
Jim Ryan, Atty

**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 BOZEMAN, seconded by ANDERSON to:**

Approve the Agenda as presented.

**MOTION CARRIES, 3-0**

**Consent Items**

- A. Minutes of the regular business meeting of October 26, 2023.
- B. Payment of checks #902010 through #902022 and #E01716 and #902023 through #902024 and #85348 through #85390 and #E01717 through #E01723 and #902025 through #902028 and #902029 through #902032 from the General Fund for \$117,126.73.  
Payment of checks #902033 through #902039 and #902040 through #902041 and #85391 through #85415 and #E01724 through #E01740 from the General Fund for \$215,549.57.

Payment of checks #85416 through #85427 and #E01741 through #E01745 and #902044 through #902047 from the General Fund for \$59,863.69.

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

Approve the Consent Items as presented.

**MOTION CARRIES, 3-0**

### **Work Study Session**

1. 2024 Final Preliminary Budget – Jeremiah Wiley, Chief Financial Officer

CFO Wiley provided a PowerPoint presentation which reviewed:

- The Port’s mission and vision; budget goals; job generation; and indirect economic impact.
- 2024 capital projects
- Operating budget revenues and expenses
- 2024 budget summary. There was discussion on taking a look in the future at the validity of some of the association memberships.
- 2024 budget tax levy. Although the 2024 levy is set at 0%, Commissioner Bozeman provided his reasoning for considering the 1% tax levy as allowed by state law.

CFO Wiley responded to questions and comments from the Board and Director of Marine Facilities, James Weaver, responded to questions related to Port Orchard.

### **Citizen Comments**

Sallie Nau, Port Orchard Farmers Market Board President

- Thanked the Port for considering the Farmers Market for community events funding and provided background on the Market and positive impacts to the organization with the potential funding. Ms. Nau responded to questions and comments from the Board.

### **Action Items**

1. Resolution 2023-05 updating the Port’s Travel Policy  
*Presented by Jeremiah Wiley, Chief Financial Officer*

Following presentation and after questions were addressed;

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

Approve Resolution 2023-05 adopting policies and procedures for travel.

**MOTION CARRIES, 3-0**

2. Surface and Overhead Avigation Easement for Airport Industrial Way  
*Presented by Monroe Whitman, Airport Manager*

Following presentation and after questions were addressed;

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

Approve the Avigation Easement for Bremerton National Airport surplus property Airport Industrial Way and authorize the CEO to execute the easement.

**MOTION CARRIES, 3-0**

## **Staff Reports**

*Jim Rothlin, Chief Executive Officer*

- Provided background information on Peyton Volpe-Ludwig who reached her 1-yr anniversary with the Port as a Marina Customer Service Specialist.
- Met with Desimone Consulting Group regarding legislative lobbying priorities for the upcoming year.
- Presented to the Kitsap Regional Coordinating Council (KRCC) Board related to how the Port contributes to economic development in Kitsap County. Commissioner Bozeman also presented on the bigger picture of what is necessary to support economic development.
- Reported on recent downtown Port Orchard flooding due to heavy rains and clogged storm drains mentioning that king tides are expected in the near future which mainly affect parking lots not Port buildings.

## **Commission Reports / New Business**

*Commissioner Anderson*

- Will be attending the Washington Public Ports Association Annual Meeting in Vancouver scheduled for early December.

*Commissioner Bozeman*

- Will be having lunch with newly announced Sixth Congressional District seat candidate, Hilary Franz.
- Reported on a recent Seattle Times editorial by Josh Farley regarding the state of the Washington State Ferry System and remarked that the system is in crisis and there is an urgent need for permanent funding.

## **Executive Session**

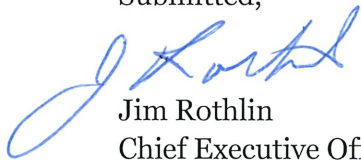
President Strakeljahn recessed the meeting at 11:02 a.m. and reconvened into executive session at 11:05 a.m. for approximately 15 minutes for the purpose of considering the price and terms at which real estate may be leased or sold when public discussions could disadvantage the Port's negotiations [RCW 42.30.110(1)(c)]. At 11:20 a.m. executive session was extended five minutes.

At 11:25 a.m. the regular meeting was reconvened.

### **Adjournment**

There being no further business before the Board, the meeting was adjourned at 11:25 a.m.

Submitted,



Jim Rothlin  
Chief Executive Officer  
November 22, 2023

Approved,



Cary Bozeman  
Commission Secretary  
November 28, 2023