

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

**A G E N D A**

August 26, 2025  
10:00 AM

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 regular business meetings are open to the public and are conducted using a hybrid format. 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 August 12, 2025.
- B. Payment of checks #902943 through #902944 and #902945 through #902948 and #902949 through #902950 and #902951 and #87028 through #87034 and #E02815 through #E02822 and #902952 through #902955 and #902956 through #902969 and #E02823 and #87035 through #87048 and #E02824 through #E02834 from the General Fund for \$275,674.22.

**Information Items**

1. Leadership Kitsap Report – Carli Meurs, Executive Director
2. Washington State Department of Transportation (WSDOT) Aviation Division Report – Ann Richart, Director

**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>Date</u>	<u>Time</u>	<u>Meeting</u>
08/26	10:00 am	*Commission Regular Business Meeting – Hybrid
09/02	2:15 pm	Kitsap Regional Coordinating Council (KRCC) Executive Board
09/03	10:00 am	Central Puget Sound Economic Development District (CPSEDD) Board
09/09	10:00 am	*Commission Regular Business Meeting - Hybrid

*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**

**M I N U T E S**

August 12, 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

Gary Anderson  
Cary Bozeman  
Axel Strakeljahn

Staff Members

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

**Call to Order**

President Anderson called the meeting to order at 10:00AM and led the Pledge of Allegiance.

**Approval of Agenda**

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

Approve the Agenda as presented.

**MOTION CARRIES, 3-0**

**Consent Items**

- A. Minutes of the regular business meeting of July 8, 2025.
- B. Payment of checks #Eo2767 through #Eo2768 and #902903 through #902904 and #902905 through #902908 and #86942 through #86961 and #Eo2769 through #Eo2783 and #902909 through #902912 and #Eo2784 and #902913 through #902926 and #86962 through #86993 and #Eo2785 through #Eo2791 and #902927 and #902928 through #902931 and #902932 through #902935 and #902936 through #902937 and #86994 through #87014 and #Eo2792 through #Eo2803 and #902939 through #902942 and #Eo2804 and #87015 through #87027 and #Eo2805 through #Eo2814 from the General Fund for \$1,265,766.18. Void Ck #86870, 86917, 86904.

- C. ~~Resolution 2025-05 declaring the 2023 Ford F250 Diesel Truck (VIN 1FT7W2BT0PEE09998) surplus to the needs of the Port.~~

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

Approve Consent Items A and B and place Consent Item C under Action Items.

**MOTION CARRIES, 3-0**

### **Executive Session**

President Anderson recessed the meeting at 10:02 a.m. and reconvened into executive session at 10:07 a.m. for approximately 15 minutes for the purpose of discussing with legal counsel current or potential litigation [RCW 42.30.110(1)(i)]. At 10:25 a.m. executive session was extended five minutes.

At 10:30 a.m. the regular meeting was reconvened.

### **Information Items**

1. Port Orchard Marina Breakwater Replacement Project Status Update – James Weaver, Director of Marine Facilities

Mr. Weaver introduced Jon Keiser, PND Engineers. Mr. Weaver discussed why this replacement project is so vital to recreational, commercial, emergency services, transit, and tribal moorage. Details of the following were provided:

- Preliminary design
- Project timeline from March 2020 with selection of preferred alternative through December 2025 which is the estimated date for MARAD contract approval and construction bid authorization
- Permitting process
- Scope of work elements and tasks
- Federal MARAD Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant

Mr. Weaver and Mr. Keiser addressed questions and comments from the Board and CEO throughout the presentation.

2. Marinas 10-Year Capital Facilities Update – James Weaver, Director of Marine Facilities

Mr. Weaver explained that Soundwest Engineering Associates (SEA) contracted with the Port in 2023 to update the 10-yr Capital Improvement & Maintenance/Repair Plan for the Port building upon the foundation of the 2017 plan conducted by Art Anderson Associates (AAA).

Marine project costs, priorities, and maintenance costs were evaluated and brought current. The updated plan presents the current anticipated needs and serves as a dynamic guide over the next 10 years. It provides a prioritized database of projects which can be

reprioritized based on the availability of grants, the priorities of the Commission, etc. He concluded by stating that this update provides a plan for how the Port can project for that, both revenue-wise and by making sure our P&L's and operational costs incorporate regular assumptions of capital projects.

Mr. Weaver responded to questions and comments from the Board throughout the presentation.

3. Kitsap Economic Development Alliance (KEDA) Briefing on Kitsap Industrial Land, Buildings, and Infrastructure Survey (KILBIS) – Joe Morrison, Executive Director

Mr. Morrison introduced subject matter experts Bryan Lobel and Chris Mefford of Community Attributes, Inc., and provided background on the KILBIS body of work.

Mr. Mefford presented on market opportunities and Mr. Lobel provided full detail on:

- Kitsap County-wide industrial lands inventory
- Priority recommendations for the Port of Bremerton
- Priority recommendations for other local and regional governments

Mr. Morrison provided closing remarks stating this is a unique opportunity and KEDA looks forward to being the Port's partner.

The KEDA team addressed questions and comments from the Board throughout the presentation. There were closing comments from the Port's CEO.

### **Citizen Comments**

Paul Brumm, Brownsville Resident

- Spoke to the idea of the Port considering inclusive action with City and County planning departments to help the building process be more developer friendly.

### **Action Items**

1. Personal Services Agreement with Berk Consulting, Inc., for the Port of Bremerton Economic Impact Study  
*Presented by Arne Bakker, Chief Operations Officer*

Following presentation and after questions/comments were addressed:

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

Approve the Personal Services Agreement with Berk Consulting, Inc., for the Economic Impact Study: Port of Bremerton Facilities and authorize the CEO to execute the agreement.

**MOTION CARRIES, 3-0**

2. Bid Award to Insituform Technologies, LLC, for the Sewer Rehabilitation Cured-in-Place Pipe (CIPP) Project #04-22-40003-C  
*Presented by Arne Bakker, Chief Operations Officer*

Following presentation and after questions/comments were addressed:

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

Award the 2025 Port of Bremerton Sewer Rehabilitation Cured-in-Place Pipe (CIPP) Project to Insituform Technologies, LLC, and authorize the CEO to execute the contract.

**MOTION CARRIES, 3-0**

3. Grant Acceptance for Federal Aviation Administration (FAA) AIP 3-53-0007-041-2025 – Airport Layout Plan (ALP) Update and Environmental Assessment (EA) Phase 3.  
*Presented by Cole Barnes, Airport Manager*

Following presentation and after questions/comments were addressed:

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

Accept the Federal Aviation Administration grant for AIP 3-53-0007-041-2025 for the Airport Layout Plan Update and Environmental Assessment Phase 3 and authorize the CEO execute the grant agreement.

**MOTION CARRIES, 3-0**

4. Change Order 2 for Bay Street Properties Environmental Remediation Project  
*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. 2 with Innovative Construction Solutions for Project 03-23-30018 Bay Street Properties Environmental Remediation and authorize the CEO to execute the change order in the amount of \$179,607.23, inclusive of tax.

**MOTION CARRIES, 3-0**

5. Resolution 2025-05 declaring the 2023 Ford F250 Diesel Truck (VIN 1FT7W2BToPEE09998) surplus to the needs of the Port  
*Presented by James Goodman, Director of Facilities & Property Development*

Following presentation and after questions/comments were addressed:

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

Approve Resolution 2025-05 declaring the 2023 Ford F250 Diesel Truck (VIN 1FT7W2BToPEE09998) surplus to the needs of the Port and authorizing Port staff to dispose of the item in the best interest of the Port.

**MOTION CARRIES, 3-0**

### **Staff Reports**

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

- Employee Milestones
  - Anniversaries
    - Jim Garcia, Port Maintenance III, 24 years
    - Stephanie Frame, Administrative Assistant, 4 years
  - James Weaver, Director of Marine Facilities, taking on a new adventure as the Port Manager of the Port of Poulsbo. Mr. Weaver reflected on his experiences at the Port of Bremerton.
- Summer events at the marinas such as CRUZ Car Show and Blackberry Festival. It was noted that both Commissioner Anderson and Jim Garcia received awards for their vehicles they entered in the CRUZ.
- US Forest Service stationing planes/helicopters at the south end of the airport in support of local firefighting with the main effort concentrated on the Bear Gulch Fire in the Olympics.
- Reflected on the Leadership Retreat held last week.
- Tonight's presentation to the Port Orchard City Council.

### **Commission Reports / New Business**

*Commissioner Bozeman*

- Enjoyed the retreat and would like to do a debrief to become clear on what we want to accomplish in the next five years.

*Commissioner Strakeljahn*

- Reported on several topics addressed during the Puget Sound Regional Council (PSRC) late July meeting.
- Provided detail on the Puget Sound Naval Shipyard (PSNS) tour received last week.

- Attended Washington Public Ports Association (WPPA) Commissioner Seminar.
- Received a SAFE Boats tour last Friday.
- Thanked James Weaver and also Kathy Garcia for what she does for the Port and the community.

*Commissioner Anderson*

- Reiterated appreciation to Ms. Garcia. She was at the Port Orchard Marina for the CRUZ Car Show prior to 5:30 am and stayed throughout the entire day. Staff did a great job supporting that very successful event.
- Suggested contacting Josh Johnson of Love Kitsap regarding the impact that the 2026 FIFA World Cup will have locally.
- The US Navy held an open house for the Environmental Impact Study (EIS) for their Bremerton Waterfront Infrastructure Improvements project at PSNS. It is interesting that project construction is slated to begin in 2027 and won't be completed until 2038.
- Thought the retreat was valuable and provided good direction on where to go in the future.

**Adjournment**

There being no further business before the Board, the meeting was adjourned at 12:38 p.m.

Submitted,

Jim Rothlin  
Chief Executive Officer  
August 21, 2025

Approved,

Axel Strakeljahn  
Commission Secretary  
August 26, 2025



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

**M I N U T E S**

August 12, 2025  
10:07 AM

CEO Office  
Port Administration Offices  
Bremerton Nat'l Airport Terminal Bldg  
8850 SW State Hwy 3, Bremerton

**Call to Order**

President Anderson called the executive session to order at 10:07 a.m., August 12, 2025.

**Commissioners and Staff Present**

Commissioners

Gary Anderson  
Cary Bozeman  
Axel Strakeljahn

Staff Members

Jim Rothlin  
Arne Bakker  
Aaron Schielke

James Weaver  
Todd Eglund, Atty  
Anne Montgomery, Atty

**Item #1:** Discussed with legal counsel current or potential litigation [RCW 42.30.110(1)(i)].

With no further business to come before the Board, the meeting was adjourned into regular session at 10.30 a.m.

Submitted,

Approved,

Jim Rothlin  
Chief Executive Officer  
August 21, 2025

Axel Strakeljahn  
Commission Secretary  
August 26, 2025