

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

June 25, 2024
6:00 PM

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 have resumed in-person meetings but are maintaining the option for the public to participate remotely as well. 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

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 of May 28, 2024 and special meeting minutes of June 10 & 11, 2024.
- B. Payment of checks #902303 through #902306 and #902307 through #902309 and #902310 and #902311 and #85915 through #85923 and #E02069 through #E02085 and #902312 through #902315 and #902316 and #902317 and #902318 and #902319 through #902322 and #902323 and #902324 through #902327 and #E02086 and #85924 through #85930 and #E02087 through #E02095 from the General Fund for \$162,758.78.

Payment of checks #902328 through #902329 and #902330 through #902335 and #902336 through #902342 and #85931 through #85944 and #E02096 through #E02107 from the General Fund for \$131,205.67.

Information Items

1. Circuit of the Northwest Financial Update – James Towne, Hilltop Securities

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>
06/25	3:00 pm	Kitsap Regional Coordinating Council (KRCC) Executive Committee
06/25	6:00 pm	*Commission Regular Business Meeting – Hybrid
06/27	10:00 am	Puget Sound Regional Council (PSRC) Executive Board
07/09	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

MINUTES

May 28, 2024
6:00 PM

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
Jeremiah Wiley
James Weaver
James Goodman
Cole Barnes
Ginger Waye
Stephanie Frame
Anne Montgomery, Atty

Call to Order

President Anderson called the meeting to order at 6:00 p.m. 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 May 14, 2024.
- B. Payment of checks #902291 and #902292 and #902293 through #902298 and #85871 through #85884 and #E02043 through #E02055 and #902299 through #902300 and #E02056 through #E02057 and #902301 and #902302 and #85885 through #85914 and #E02058 through #E02068 from the General Fund for \$152,939.68.

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Bremerton Aviation Center for Education (BACE) Update – Mike Friend, Experimental Aircraft Association (EAA)

Mr. Friend provided a status report detailing:

- What is new:
 - Electric airplane build progress.
 - Two build team members have started FAA certified Airframe and/or Powerplant (A&P) mechanics school.
 - Several youth members have started flight training.
 - New youth go through BACE's Build & Fly program (constructing remote control airplanes) before graduating to the full-size airplane build program.
- Next steps:
 - Mount systems into the plane.
 - Fundraising to support the second BACE airplane kit.
 - Working toward BACE becoming an energy-independent operation. Currently partnering with the Port on a refresh of the BACE building to include a provision for solar energy.
 - Completion of BACE electric motorglider and flight testing
 - Commissioning of ramp recharging capabilities

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

2. Quarterly Financial Review – Jeremiah Wiley, Chief Financial Officer

CFO Wiley provided detail on the following for the 2024 Q1 financial review:

- Focus and theme for 2024
- Budget highlights
- Net operating income
- Reserves/rainy day fund
- Schedule of reserves

Questions and comments from the Board were addressed throughout the presentation.

Citizen Comments

Mike Friend, Experimental Aircraft Association (EAA)

- Inquired as to the status of hangar construction at the south end of the airport. It was suggested he meet with Airport Manager Cole Barnes to discuss.

Action Items - None

Staff Reports

Jim Rothlin, Chief Executive Officer

- Provided highlights from the recent Washington Public Ports Association (WPPA) Spring Meeting.
- The “busy” season is upon us for all facilities, and we are in the process of hiring seasonal employees with a total of 7-8 anticipated.
- Noted our current advertising efforts and the issuance of the spring newsletter.
- Announced this will be CFO Wiley’s last official Commission meeting as he is moving on to a new endeavor. Mr. Wiley has made a difference in how we approach our financing. He works closely with department managers, giving them financial information that can help them be accountable for their job. He will be missed, and we wish him the best in his new adventure. The Board thanked him for his innovative work with the Port.

Commission Reports / New Business

Commissioner Bozeman

- Attended a recent dinner where he was able to sit next to renowned mountaineer Jim Whittaker and hear his climbing stories.
- Had lunch with former Congressman Norm Dicks, retired PSNS&IMF Executive Director Rick Tift, and Representative Greg Nance and received a ferry system update.
- Congratulated County Commissioner Christine Rolfes on her upcoming reelection.
- Attended the Armed Forces Day Parade and Lions pancake breakfast.
- Will be having lunch with the Bremerton School District superintendent.

Commissioner Strakeljahn

- Reported on topics from the WPPA Seminar noting items he would like staff to address.
- Commended Mr. Bakker for his hard work on the Kitsap Regional Coordinating Council Countywide funding for the Airport Way extension.
- Volunteered at the Kitsap County Medical Society’s rummage sale at Seabeck Community Center.

Commissioner Anderson

- At a recent Peninsula Regional Transportation Planning Organization (PRTPO) meeting, it was discussed how much more difficult it has become to get transportation funding from

the legislature so everyone is trying to figure out how to get money for transportation needs.

- Attended the WPPA conference and spoke to its value. Discussed the job creator and creative partnership awards presented at the conference.

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 7:15 p.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
June 20, 2024

Axel Strakeljahn
Commission Secretary
June 25, 2024

Draft

PORT OF BREMERTON
BOARD OF COMMISSIONERS
SPECIAL MEETING
LEADERSHIP RETREAT

MINUTES

June 10-11, 2024

Brothers Conference Room
Alderbrook Resort
10 E Alderbrook Dr
Union, WA

Commissioners and Staff Present

Commissioners

Gary Anderson
Cary Bozeman
Axel Strakeljahn

Staff Members

Jim Rothlin
Arne Bakker
Jeremiah Wiley
James Goodman
Kathy Garcia

Cole Barnes
Erica Frame
Ginger Waye
Sophia Glass, Facilitator

Call to Order

The special Commission meeting was called to order at 1:00 p.m., Monday, June 10, 2024

- Welcome – Facilitator Sophie Glass
- Port Opportunities and Challenges – CEO Jim Rothlin
- Vision for the Port – Commissioners Anderson, Bozeman, and Strakeljahn
- Manager Updates
 - Industrial Park – Director, Facilities & Property Development James Goodman
 - Airport – Airport Manager Cole Barnes
 - Marina – Marina Operations Manager Kathy Garcia and COO Arne Bakker
 - Finance – CFO Jeremiah Wiley
 - Marketing – Marketing & Communications Coordinator Erica Filler
- Recap and Reevaluation of Project Priorities – CEO Rothlin and COO Bakker
- Planning for Day 2 – Brainstorm key topics and initiatives for further discussion

Adjourn Special Meeting to June 11

The meeting was adjourned on Monday at 4:45 p.m. until Tuesday, June 11, 2024 at 8:00 a.m. at the same location.

Reconvene Special Meeting – June 11

The June 10, 2024, special Commission meeting was reconvened at 8:00 a.m. on Tuesday, June 11, 2024.

- Refresh from June 10
- Key Port Topics – Commission discussion on key topics and initiatives

Adjournment

The special Commission meeting was adjourned at 11:50 a.m.

Submitted,

Jim Rothlin
Chief Executive Officer
June 20, 2024

Approved,

Axel Strakeljahn
Commission Secretary
June 25, 2024