

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

MINUTES

March 12, 2024
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
Arne Bakker
Jeremiah Wiley
James Weaver
James Goodman
Ginger Waye
Stephanie Frame
Anne Montgomery, Atty

Call to Order

President Anderson 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 STRAKELJAHN to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the regular business meeting and executive session of February 27, 2024.
- B. Payment of checks #902186 through #902189 and #902190 through #902192 and #E01914 and #85708 through #85716 and #E01915 through #E01923 and #902193 through #902196 and #902197 and #902198 through #902201 and #85717 through #85726 and #E01924 through #E01935 from the General Fund for \$168,247.98.

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. Legislative Recap – Rose Feliciano, Desimone Consulting Group (DCG)

Ms. Feliciano provided background on the supplemental budget 60-day legislative session. She reminded the board of the funding received last year from the capital and transportation budgets for the Port Orchard Marina breakwater replacement and detailed the current successful ask for \$300K for an airport feasibility study. She discussed other items of interest in the legislature such as: the six initiatives scheduled for the ballot this November with the legislature passing three of them leaving the other three for voters; what is happening with legislative seats within the area the Port covers and the rest of the legislature; and the major challenges for the transportation budget. She responded to questions and comments from the Board.

CEO Jim Rothlin provided the reasoning and process for the 2-phase airport feasibility study.

2. 2023 Year-End Financial Review – Jeremiah Wiley, Chief Financial Officer

CFO Wiley presented the financial review stating the focus for 2023 was on responsible spending that protects the taxpayer's interests through asset management and operating efficiencies and the theme was maintaining our world class facilities. Detail was provided on:

- Net operating income – budget to actuals
- Reserves/Rainy day fund
- Schedule of reserves
- Capital projects status

The Board expressed appreciation for the layout of the information and the distribution of costs. Questions and comments from the Board were addressed.

Citizen Comments - None

Action Items

1. Airport Ground Lease Agreement with Tres Sapos, LLC *Presented by James Goodman, Director of Facilities & Property Development*

Following presentation and after questions were addressed;

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the airport ground lease agreement with Tres Sapos, LLC.

MOTION CARRIES, 3-0

Staff Reports

Jim Rothlin, Chief Executive Officer

- Employee recognition:
 - Kristina Hedrick, Accounts Payable Specialist, reaches her 9-year anniversary on March 16.
- Following weeks of interviews, Cole Barnes, has been hired as Airport Manager and will start on April 8. Mr. Barnes' background, strong in aviation management, was provided.
- Presented to Port Orchard Kiwanis and included discussion on projects that attributed to our Port of the Year award.
- Along with James Weaver, met with Kitsap Transit regarding their \$1M contribution to the Port Orchard Marina breakwater replacement.
- Discussed recent marketing department endeavors such as a new newsletter for airport tenants and advertising planning.

Commission Reports / New Business

Commissioner Bozeman

- Commented on a memo received from Puget Sound Regional Council (PSRC) reporting the legislative ferry financing this year stating a big part of the credit goes to Representative Nance and those that signed on to the ferry support letter.

Commissioner Strakeljahn

- Reported on the Greater Puget Sound Economic Development District (CPSEDD) meeting during which election of officers was held. He mentioned that Greater Seattle Partners (GSP) now holds an official position on the Board and suggested having GSP provide a GSP overview presentation to the Port along with PSRC's Jason Thibedeau providing an overview of CPSEDD.
- Provided further legislative budget updates.
- Discussed funding applications currently in progress for PSRC and County-Wide transportation funding for Airport Way.

Commissioner Anderson

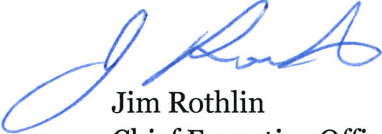
- Discussed the importance of sewer planning to enable the Port to reach its full potential.

Executive Session - None

Adjournment

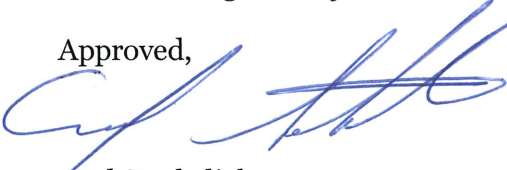
There being no further business before the Board, the meeting was adjourned at 11:22 a.m.

Submitted,



Jim Rothlin
Chief Executive Officer
March 21, 2024

Approved,



Axel Strakeljahn
Commission Secretary
March 26, 2024