

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

**MINUTES**

December 12, 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  
Monroe Whitman IV  
Ginger Waye  
Stephanie Frame  
Anne Montgomery, 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 November 28, 2023.
- B. Payment of checks #902063 and #902064 through #902067 and #902068 through #902071 and #E01767 through #E01768 and #E01769 through #E01775 and #902072 and #902073 through #902079 from the General Fund for \$124,606.61.  
Payment of checks #85459 through #85495 and #E01776 through #E01790 from the General Fund for \$112,801.12.
- C. Sixth Amendment to Chief Executive Officer Employment Agreement

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

Approve the Consent Items as presented.

**MOTION CARRIES, 3-0**

## Information Items

### 1. Bemerton Pilots Association (BPA) Scholarship Update – Doug Haughton, President

Mr. Haughton provided the history of the scholarship program confirming that all funds raised go directly to the scholarships with no associated admin fees. He also provided background on the scholarship committee members.

He the following scholarship recipients/graduates sharing their personal stories since receiving their scholarships noting that all have remained in the aviation industry:

- Angela Scolari, U.S. Marine jump master
- Isabella Capuano, flight instructor
- N'aithan Scott, Naval aviator
- David Richardson, Chief Pilot, Waldinger Corporation
- Aidan Hurley, Frontier Airlines pilot

In conclusion, Mr. Haughton thanked the Port for their continued financial support of the program but asked the Board to consider BPA's request for an increase in that funding level.

### 2. Government Relations Update – Liz Fortunato, Desimone Consulting Group (DCG)

CEO Rothlin introduced the topic stating the Port is working with DCG on several different lobbying efforts, but we are concentrating today on the future of the airport and what that should look like. We owe it to the community to grow in a responsible way and in order to accomplish that, a feasibility study is needed. DCG is starting lobbying efforts to see what funding might be available for that type of study and would like to have a clear opportunity statement to be used in those efforts. Ms. Fortunato reiterated the importance of the opportunity statement in order to be certain DCG is focusing on a collective community interest.

Mr. Rothlin read the draft opportunity statement and responded to questions and comments from the Board. Mr. Fortunato provided closing comments following endorsement from the Board on the opportunity statement.

**Citizen Comments** - None

## Action Items

1. Environmental Protection Agency (EPA) Brownfields Multipurpose Grant Agreement  
*Presented by James Weaver, Director of Marine Facilities*

Following presentation and after questions were addressed;

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

Authorize the CEO to sign the Environmental Protection Agency (EPA) Brownfields Multipurpose grant agreement in the amount of \$800,000 for the Bay Street Properties Soils Remediation project.

**MOTION CARRIES, 3-0**

2. Washington State Department of Transportation (WSDOT) Shore Power Electrification Grant Agreement  
*Presented by James Weaver, Director of Marine Facilities*

Following presentation and after questions were addressed;

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

Authorize the CEO to sign the Washington Department of Transportation grant agreement in the amount of \$1,980,835 for the Port Orchard Marina Breakwater Replacement project.

**MOTION CARRIES, 3-0**

## Staff Reports

*Jim Rothlin, Chief Executive Officer*

- Reported on employee anniversaries providing a brief background on each individual:
  - Gabbie Garland, Marina Administrative Specialist, 3 years
  - Rob Higgins, hired as Marina Port Attendant, now Airport Port Maintenance I, 3 years.
  - Kristie Miller, Senior Accountant, 3 years
  - James Goodman, Director of Facilities and Property Development, 1 year
  - Jim Rothlin, CEO, 10 years
- Reported on the Chimes & Lights Festival held in Port Orchard the previous weekend and provided details on the downtown lighting.
- American Cruise Lines has committed again to docking at Bremerton Marina for 2024/2025.
- Reported on the Washington Public Ports Association (WPPA) conference highlighting the Port of Bremerton receiving the Port of the Year award.

- Announced Monroe Whitman IV, Airport Manager, is moving his family back to Arlington so will be saying goodbye at the end of this year. The Port will begin the process of hiring a new Airport Manager.

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

#### *Commissioner Bozeman*

- Expressed his congratulations to Mr. Rothlin and the team on the Port of the Year award.
- Watched the Bremerton City Council meeting during which a representative from Association of Washington Cities (AWC) provided an overview on personal liability issues for elected officials. He provided a reminder of the importance of handing issues over to the CEO to alleviate any possibility of making specific promises or assurances to the public that could subsequently bring a challenge.
- Happy Holidays to everyone. Proud to be a member of this organization and team – it is an honor to be a part of it.

#### *Commissioner Anderson*

- Participating in the Port Orchard Bay Street Association (POBSA) gift-wrapping event this Saturday and invited everyone to stop by to get their presents wrapped.

#### *Commissioner Strakeljahn*

- Expressed his appreciation to CEO Rothlin for his 10 years of service to the Port.
- Reported on the Central Puget Sound Economic Development District (CPSEDD) Board meeting held last week.
- Will be attending the upcoming Kitsap Regional Coordinating Council (KRCC) executive committee meeting.
- Congratulations to the entire staff on receiving the Port of the Year award.

### **Executive Session - None**

### **Adjournment**

There being no further business before the Board, the meeting was adjourned at 11:15 a.m.

Submitted,



Jim Rothlin  
Chief Executive Officer  
January 4, 2024

Approved,



Cary Bozeman  
Commissioner  
January 9, 2024