

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

December 9, 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/85467322251>
- For audio only; dial 1.253.205.0468; Meeting ID: 881 0363 0672

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 November 25, 2025.
- B. Payment of checks #87224 through #87240 and #E03000 through #E03011 and #903110 through #903112 and #903113 and #903114 through #903120 and #87241 through #87248 and #E03012 through #E03020 from the General Fund for \$119,959.97. Void Check #87185.

Information Items

1. Dominion Tug Update – Washington State Department of Ecology Liaison and United States Coast Guard
2. Bay Street Properties Environmental Remediation Project Update – Joel Hecker, Pioneer Technologies, Inc.

Public Comment

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

1. Bremerton National Airport Maintenance Shop & Vehicle Wash Oil-Water Separator Project Change Order 1 with PECC
2. Bid Authorization for Port Orchard and Bremerton Marinas Cathodic Protection and Maintenance Project

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><i>Date</i></u>	<u><i>Time</i></u>	<u><i>Meeting</i></u>
12/9	10:00 am	*Commission Regular Business Meeting – Hybrid
12/18	10:00 am	Kitsap Economic Development Alliance (KEDA) Board
12/18	12:00 pm	Kitsap Regional Coordinating Council (KRCC) Executive Committee
12/19	10:00 am	Peninsula Regional Transportation Planning Organization (PRTPO) Executive Board
12/23	10:00 am	CANCELLED *Commission Regular Business Meeting – Hybrid
12/25		Port Offices Closed for the Christmas Holiday
01/01/2026		Port Offices Closed for the New Year Holiday
01/13/2026	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

November 25, 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

Staff Members

Jim Rothlin	Cole Barnes
Arne Bakker	Erica Filler
Aaron Schielke	Ginger Waye
James Goodman	Stephanie Frame
Tim Petrick	Jim Ryan, 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 ANDERSON to:

Approve the Agenda as presented.

MOTION CARRIES, 2-0

Consent Items

- A. Minutes of the regular business meeting of November 12, 2025.
- B. Payment of checks #903082 through #903083 and #903084 through #903089 and #87207 through #87213 and #E02980 through #E02987 and #903090 through #903103 and #E02988 and #87214 through #87223 and #E02989 through #E02999 and #903104 through #903107 and #903108 through #903109 from the General Fund for \$167,490.41.
- C. Excuse Commissioner Axel Strakeljahn's absence due to personal travel.

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve the Consent Items as presented.

MOTION CARRIES, 2-0

Information Items

1. AI in the Workplace – Kris Hagel, CIO, Peninsula School District

Mr. Hagel presented on what is going on with AI and what to keep an eye on. He provided a high-level overview of how AI can constantly improve every field if you know how to use it and detailed its capabilities for image generation, deep research, video generation, and AI Agents.

The pros and cons of using AI were discussed along with the idea that job loss needs to be taken seriously and the realization that the pace of change in AI is going to be exponential.

He explained the impacts of AI on the education system, students, and teachers; and the need to redesign how teaching is structured.

CEO Rothlin asked where, as a public agency, do we start? Mr. Hagel responded that you need to make sure to familiarize yourself with AI by trying little things first and to make sure you keep the human element in it. Also discussed was the concern with public records as it remains unclear as to what is and is not a disclosable record.

Mr. Hagel responded to questions and comments throughout the presentation and led thorough discussion on individual topics.

2. Port Orchard Marina Breakwater Design Update – Jon Keiser, PND Engineers, Inc.

Mr. Keiser shared that the project is nearing the bidding phase, anticipated for early 2026. A few permitting steps remain, and the team is currently working through Version 7 of the NEPA process, which is tied to the grant requirements.

He explained the two-year construction timeline and highlighted that updates to the design were required driven by recent code changes. Mr. Keiser also walked through the permitting process, explaining the causes of delays and how shifting requirements continue to push timelines further out.

Throughout the presentation, Mr. Keiser addressed questions and comments from the Board.

Public Comment - None

Action Items

1. Final Budget for Calendar Year 2026

Presented by Aaron Schielke, Chief Financial Officer

1.1 Budget Presentation

CFO Schielke provided a PowerPoint outlining the Port's 2026 budget goals, process, and timeline; explaining the only change from the preliminary budget is a community activities increase of \$1,000 offset by capital reserves decrease of \$1,000. He reviewed the budget summary and capital projects.

1.2 Public Hearing

President Anderson opened the public hearing at 11:20 a.m. No public comments were received, and the public hearing was closed at 11:21 a.m.

1.3 Action Items

- a. Resolution 2025-07 providing for a regular property tax levy and all allowable levies for calendar year 2026.

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve Resolution 2025-07 providing for no tax increase in the general tax levy.

MOTION CARRIES, 2-0

- b. Resolution 2025-08 providing a limit factor for the regular levy for the 2026 calendar year to determine future years' levies and to enable the Port to bank excess levy capacity.

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve Resolution 2025-08 providing a limit factor for the regular levy for the 2026 calendar year to determine future years' levies and to enable the Port to bank excess levy capacity.

MOTION CARRIES, 2-0

- c. Resolution 2025-09 adopting the final budget for calendar year 2026.

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve Resolution 2025-09 approving and adopting the Final 2026 Budget.

MOTION CARRIES, 2-0

- d. Resolution 2025-10 filing the final budget and submitting request for tax levies for calendar year 2026 with the Clerk of the Board of County Commissioners.

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve Resolution 2025-10 filing the final 2026 budget documents and submitting request for tax levies in the amounts indicated with the Clerk of the Board of County Commissioners.

MOTION CARRIES, 2-0

2. Amendment 5 to Consultant Agreement with PND Engineers, Inc., for the Port Orchard Marina Breakwater Replacement Design
Presented by Arne Bakker, Chief Operations Officer

Following presentation and after questions and comments were addressed:

It was moved by BOZEMAN, seconded by ANDERSON to:

Approve Amendment 5 to the Consultant Agreement with PND Engineers, Inc., for the Port Orchard Marina Breakwater Design in the amount of \$336,136.05 and authorize the CEO to execute the Amendment.

MOTION CARRIES, 3-0

3. Bid Award to Fox Fire Prevention for the Fire Suppression System Project at 8390 Barney White Rd
James Goodman, Director of Facilities & Property Development

Following presentation and after questions and comments were addressed:

It was moved by ANDERSON, seconded by BOZEMAN to:

Approve the bid award to Fox Fire Prevention for the installation of a fire suppression system at 8390 SW Barney White Rd in the amount \$294,455, plus applicable taxes, in accordance with approved contracting guidelines.

MOTION CARRIES, 3-0

4. Acceptance of Washington State Department of Transportation (WSDOT) Grant GCC 1318 for Airport Feasibility Study
Presented by Cole Barnes, Airport Manager

Following presentation and after questions and comments were addressed:

It was moved by BOZEMAN, seconded by ANDERSON to:

Accept Washington State Department of Transportation Grant Agreement GCC 1318 for the Airport Feasibility Study and authorize the Port CEO to execute the Agreement.

MOTION CARRIES, 3-0

Staff Reports

Jim Rothlin, Chief Executive Officer, reported on the following

- Welcomed new Port Maintenance I employee at the Airport, Nick Schiffner.
- Removal and cleanup of Dominion which is now complete. An update will be provided at the next meeting.
- Holiday on the Bay event being held in Port Orchard, December 5-7.

- Washington Public Ports Association (WPPA) Annual Meeting which was recently held in Tacoma.
- The second Commission meeting in December falls on December 23. With it being so close to Christmas, it is requested the meeting be cancelled. The Board concurred.

Commission Reports / New Business

Commissioner Bozeman

- Will be meeting with Josh Brown, Puget Sound Regional Council (PSRC) Executive Director next week.
- Happy Thanksgiving to all. Make it a good one – it's been a rough year in our country.

Commissioner Anderson

- Provided a detailed report on the WPPA annual meeting sessions he attended.

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 11:58 a.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
December 4, 2025

Axel Strakeljahn
Commission Secretary
December 9, 2025

PORT OF BREMERTON

AGENDA SUMMARY

Agenda Item No: Action Item #1

Subject: Bremerton National Airport Maintenance Shop
 & Vehicle Wash Oil-Water Separator Change Order No. 1

Exhibits: Change Order No. 1

Prepared By: Cole Barnes, Airport Manager

Meeting Date: December 9, 2025

Summary:

In October 2025 the Port entered a contract with PECC to replace the Bremerton National Airport maintenance shop & vehicle wash oil-water separator. While doing preliminary inspections it was found that the existing pipe from the catch basin and the outflow pipe is corroded and has reached the end of its service life. Replacing it now, while construction activities are already underway, will be significantly more efficient and cost-effective than delaying the work and requiring future remobilization.

Fiscal Impact:

Original Contract	\$95,510.74
Change Order No. 1	<u>\$21,712.24</u>
New Total Contract	\$117,223.98

2025 Capital Site, Utility and Building Improvements	\$200,000.00
Spent Year to Date	\$132,806.52
Change Order No. 1 Cost	<u>\$21,712.24</u>
Budget Remaining	\$45,481.24

Strategic Purpose:

This action conforms with the Port's strategic plan in Goal 7. Continue to improve the Port's environmental performance and minimize its ecological footprint.

Recommendation:

Port staff recommend the Commission approve Change Order No. 1 with PECC to replace the Oil Water Separator outflow pipe and authorize Port CEO to execute the Change Order.

Motion for Consideration:

Move to approve Change Order No. 1 with PECC to replace the Oil Water Separator outflow pipe and authorize Port CEO to execute the Change Order.

**PORT OF BREMERTON
CHANGE ORDER NO. 1**

**Contract Title: BREMERTON NATIONAL AIRPORT MAINTENANCE SHOP
& VEHICLE WASH OIL-WATER SEPARATOR**

Project No. 02-25-20036

Date: 12/2/25

To: Randal Ponce DBA PECC

Prepared by: Cole Barnes
Cole Barnes (Dec 2, 2025 09:32:24 PST)

Cole Barnes, Project Manager

You are hereby directed to make the changes listed below. The below Change Order amount constitutes full and final payment related to these issues, including all costs in connection with this change including all direct, indirect, impacts, inefficiencies, and induced costs. All work shall conform to applicable sections of the original Contract Documents, unless specifically noted. Unless specifically mention to the contrary, this Change Order does not in any way extend the time of completion under the Contract. This Change Order shall, when signed by the Contractor and Owner, become a part of the original Contract.

Nature of Change

The existing, corroded stormwater pipe extending from the original catch basin to the proposed location of the new Oil-Water Separator to the existing stormwater ditch will be excavated, removed, and replaced with approximately 160 linear feet of 12-inch diameter corrugated pipe.

Justification of Change

The existing pipe has reached the end of its service life. Replacing it now, while construction activities are already underway, will be significantly more efficient and cost-effective than delaying the work and requiring future remobilization.

The changes result in the following adjustment of the Contract Price and Time:

Contract Value Prior to this Change Order	\$	60,041.44
Net (increase) (decrease) Resulting from this Change Order	\$	21,712.24
Current Contract Price Including this Change Order	\$	81,753.68

Date of Completion Prior to this Change Order	<u>10 days</u>
Net (increase) Resulting from this Change Order	<u>5 days</u>
Current Contract Time Including this Change Order	<u>15 days</u>

**The above Changes
Are Recommended**

Engineer:

N/A

By: _____

Date: _____

**The Above Changes
Are Accepted**

Contractor:

PECC

By: Randal Ponce
Randal Ponce (Dec 3, 2025 08:36:20 PST)

Date: Dec 3, 2025

**The Above Changes
Are Approved**

Owner:

Port of Bremerton

By: _____

Date: _____

PECC

Randy Ponce-PECC***822JL
27420 Garden Gate Ave NE, Kingston, WA 98346
360-297-0773---cell 541-914-3171
ponceexcavation@gmail.com

CHANGE ORDER-Including cost breakdown

11/10/2025, *Revised 11/20/2025*

ATTN: Cole Barnes
Port of Bremerton
8830 State Hwy 3
Bremerton, WA

CHANGE ORDER—

Small Works #JDC-25-0011: BREMERTON NATIONAL AIRPORT MAINTENANCE SHOP & VEHICLE WASH OIL-WATER SEPARATOR

Description of Change:

1. Replace 12" Storm —**\$18,216**
2. AC Cut & Patch—**\$1,667**
 - Includes removal & disposal of existing CMP
 - Includes tie-in of existing CB
 - Includes removal & replacement of AC trench
 - Includes rip rap outfall

C.O. Total—\$19,883 + tax

Cost breakdown:	New Pipe	3500
(Inc 15% markup)	Dump Fees	1035
	Rock	1932
	Labor	5810
	Equipment-Exc	3455
	Equipment-Dump	2484
Total #1:		\$18,216
	Sawcut	207
	New asphalt	132
	Labor	932
	Equipment-Dump	396
Total #2:		\$1,667

PECC is licensed/bonded and insured. We guarantee our workmanship and materials for a period of 1 year. Any changes to the scope of the above estimate may change the final bill. This estimate includes all labor and materials, WA State sales tax is added upon invoicing. Material costs on all projects are subject to escalation due to current trends in availability and material price increases. Initial payment is due upon project start up, amount to be determined upon acceptance. Final payment will be due upon project completion. We accept cash or check. Visa/MC/Paypal/Venmo payments available with additional 3.5% transaction fee.






Change Order 1_PECC_Oil-Water Separator

Final Audit Report

2025-12-03

Created:	2025-12-03
By:	Ellen Ataie (ellena@portofbremerton.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAOQZyZlcltBAx3XkM5fc1sKp1W0gzXI

"Change Order 1_PECC_Oil-Water Separator" History

-  Document created by Ellen Ataie (ellena@portofbremerton.org)
2025-12-03 - 4:08:36 PM GMT
-  Document emailed to Randal Ponce (ponceexcavation@gmail.com) for signature
2025-12-03 - 4:08:54 PM GMT
-  Email viewed by Randal Ponce (ponceexcavation@gmail.com)
2025-12-03 - 4:25:21 PM GMT
-  Document e-signed by Randal Ponce (ponceexcavation@gmail.com)
Signature Date: 2025-12-03 - 4:36:20 PM GMT - Time Source: server
-  Agreement completed.
2025-12-03 - 4:36:20 PM GMT

PORT OF BREMERTON

AGENDA SUMMARY

Agenda Item No: Action Item #2

Subject: Authorization to Bid - 2025 Port Orchard/Bremerton Marina Cathodic Protection and Maintenance

Exhibits: None

Prepared By: Tim Petrick, Director of Marinas

Meeting Date: December 9, 2025

Summary:

The Capital project bid authorization is a component of the multi-year maintenance plan for the marinas and includes underwater repairs and maintenance to the Port Orchard Marina and Bremerton Marina pilings and mooring systems. The scope of the work includes maintenance and repairs of the underwater structural, mechanical, mooring pilings, inter-tidal coatings, and cathodic protection systems.

The required maintenance and repairs would include a total of 60 pilings. The application and repairs would include underwater epoxy coating and cathodic protection systems that significantly extend the functional life span for the existing infrastructure. The underwater work falls within the 2020 Endangered Species Act saltwater fish work window which runs from July 15 to February 15 each year.

Fiscal Impact:

Funds available for the project:

2024 Capital Budget Bremerton Marina:	\$189,000
2024 Capital Budget Port Orchard Marina:	<u>\$ 62,000</u>
Total Funds Available	\$251,000

Strategic Purpose:

This action meets the Port's strategic plan through Goal # 6. Develop and fund a 20-year asset replacement/major maintenance schedule.

Recommendation:

Port staff recommends the approval of the Authorization to bid for the 2025 Port Orchard Marina & Bremerton Marina Cathodic Protection and Maintenance.

Motion for Consideration:

Move to authorize staff to proceed with the bid call for the 2025 Port Orchard & Bremerton Marina Cathodic Protection and Maintenance.