

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

**MINUTES**

May 8, 2018  
10:00 AM

Bill Mahan Conference Room  
Port Administration Offices  
Bremerton Nat'l Airport Terminal Bldg  
8850 SW State Hwy 3, Bremerton

**Call to Order**

Commissioner Strakeljahn called the meeting to order at 10:00 a.m., May 8, 2018, and led the Pledge of Allegiance.

**Commissioners and Staff Present**

Commissioners

Cary Bozeman  
Axel Strakeljahn

Staff Members

Jim Rothlin  
Fred Salisbury  
Sherman Hu  
Arne Bakker  
Tim Mensonides  
Ginger Waye  
Jim Ryan, Atty

**Approval of Agenda**

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

Approve the Agenda with the addition of excusing Commissioner Stokes as a Consent Item.

**MOTION CARRIES, 2-0**

**Consent Items**

- A. Minutes of the regular business meeting and executive session of April 24, 2018.
- B. Payment of checks #103173 through #103204 and #77663 through #77668 and #77674 through #77724 from the General Fund for \$306,829.78; #77669 through #77673 from the Construction Fund for \$10,533.42 and the payment of payroll taxes for \$17,751.32.
- C. Excuse Commissioner Stokes due to his vacation travel out of town

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

Approve the Consent Items as presented.

**MOTION CARRIES, 2-0**

## Information Items

### 1. Financial Update – Sherman Hu, Chief Financial Officer

CFO Hu provided financial highlights from the first quarter of 2018 stating the revenue and expense targets are at 25% with revenue generally meeting target at the 22% mark. Port Orchard Marina moorage revenue was at 18% which is in line with expectations due to the typically slower winter season for moorage. Expenses were generally below at the 20% mark. He presented the three month year-to-date actuals for operating revenue and expenses.

CEO Rothlin reminded the Board that the quarterly updates are summary versions; if there are extraordinary circumstances, explanations will be provided.

## Citizen Comments

Philip Menees, Yacht Captain

- Commended the Board on their decision to remove permanent moorage from the Bremerton outside breakwater and encouraged the Port to consider marketing to large yachts and to provide an interconnection between the airport and yachts at the marinas discussing the benefits.

Roger Gay, South Kitsap resident

- Spoke to the benefits of providing connectivity between the airport, marinas, fast ferry, Washington State ferries, etc.

## Action Items

1. Century West Task Order #01, Runway and Taxiway Lighting Rehabilitation Engineering Services, Federal Aviation Administration AIP Project No. 3-53-0007-032-2018  
*Presented by Tim Mensorides, Airport Manager*

Following discussion;

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

Approve Century West Engineering, Task Order 1, in the amount of \$210,288.38 and authorize the CEO to execute the agreement.

**MOTION CARRIES, 2-0**

## **New Business - None**

## **Staff Reports**

### *Jim Rothlin, Chief Executive Officer*

- Reported on TraverFest held at Bremerton Marina last weekend.
- Students from Sedgwick Junior High will be at Bremerton Marina on Friday to explore marine life with their remote controlled underwater vehicles.
- Site visits have been made to similar size marinas to observe their operations in anticipation of hiring a new marina director.
- Discussed agenda for the upcoming Washington Public Ports Association Spring Meeting.
- Staff will be meeting in preparation for a June/July commission workshop on preparing a 3-5 year business plan.

## **Commission Reports**

### *Commissioner Bozeman*

- Requested an update in the near future on the plans for construction of a new building in the industrial park.
- Discussed the upcoming luncheon he is coordinating to continue the conversation on planning for growth in the Kitsap region. David Allen, Principal of McKinstry will share his view of past regional growth and the road map it provides for the future.

### *Commissioner Strakeljahn*

- Provided highlights of the Puget Sound Regional Council Economic Development Board meeting he attended.

## **Executive Session**

Commissioner Strakeljahn recessed the meeting at 10:45 a.m. and reconvened into executive session at 10:50 a.m. for approximately 15 minutes regarding: real estate [RCW 42.30.110(1)(c)]. At 11:05 a.m., executive session was extended 5 minutes; at 11:10, extended another 5; and at 11:15, it was extended 10 minutes.

At 11:25 a.m. the regular meeting was reconvened.

## Adjournment

There being no further business before the Board, the meeting was adjourned at 11:25 a.m.

Submitted,



Jim Rothlin  
Chief Executive Officer  
May 17, 2018

Approved,



Axel Strakeljahn  
Commission Secretary  
May 22, 2018

