

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

MINUTES

January 28, 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
Axel Strakeljahn

Staff Members

Jim Rothlin	Cole Barnes
Arne Bakker	Ginger Waye
Aaron Schielke	Stephanie Frame
James Weaver	Anne Montgomery, Atty
James Goodman	

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 January 14, 2025.
- B. Payment of checks #902627 through #902628 and #902629 through #902640 and #902641 and #902642 through #902645 and #902646 through #902650 and #902651 through #902663 and #E02470 through #E02471 and #86552 through #86597 and #E02472 through #E02506 from the General Fund for \$360,375.22.
- C. Authorize the addition of Aaron Schielke, CFO and removal of Jeremiah Wiley, former CFO, as signers on all bank accounts held by the Port at Kitsap Bank. Other authorized signers on the Port's Kitsap Bank accounts are Commissioners Gary Anderson, Cary Bozeman and Axel Strakeljahn; and CEO Jim Rothlin.

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Information Items

1. 2025-2027 Airport Rates & Fees – Cole Barnes, Airport Manager

Mr. Barnes opened the presentation by providing detail on the Port's hangars and tie-down spaces and outlining the Port's strategic goal of "determining market-based direction for key assets to reduce tax dollar dependency." Commissioner Bozeman shared his overall view that each of the three Port facilities should be breaking even or making a profit which the Airport is not doing at this time.

Mr. Barnes described the previous 3-year cycle procedure for setting rates and tariffs which included CPI increases and the stipulation that rates would be reviewed every three years. A chart was provided showing the large CPI increases over the last three years which were well above the 5% cap placed on 2021-2024 rates.

The result of a recent survey of regional airports was provided which shows Bremerton National Airport (BNA) being a bit below average but it still puts the Port where it needs to be. Most airports in the region are showing rate increases between 5% and 15% with BNA at 8% which keeps the airport current within the region and will help to offset rising construction and maintenance costs.

CEO Rothlin explained the system used in evaluating rates at both the airport and marinas which is a 3-year cycle beginning by using a market rate study to assist in setting rates, then the next 2 years follow CPI. To begin this next 3-year cycle, the market rate study shows rates should be 8% higher than last year. He discussed a letter from a previous airport manager to tenants which led to a misunderstanding of the 5% CPI cap. Due to the misunderstanding, staff would like to provide three options for bringing rates up to market.

- 8% increase April 1, 2025 (January 1, 2026 & 2027 increase using CPI)
- 5% increase April 1, 2025 (January 1, 2026, 2027, and 2028, CPI + 1%)
- 5% increase April 1, 2025 (January 1, 2026, CPI + 3%; January 1, 2027, CPI)

The 2025-2027 Airport Rates & Tariffs is scheduled for adoption at the February 11, 2025, regular commission meeting.

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

Citizen Comments

The following individuals provided public comments against the method used in determining airport rates and fees:

- Doug Haughton, Bremerton Pilots Association (BPA) President, hangar tenant
- Joel Mapes, long-time hangar tenant now condo owner
- Andrew Graham, condo owner
- George Steed, BPA member, Experimental Aircraft Association (EAA), condo owner

- Dan Jepsen, hangar tenant
- Ed Hall, condo owner
- Andrew Vertson, hangar tenant
- Jeff Varady, hangar tenant
- Jim Burchett, BPA, condo owner
- Tristan Lester, condo owner

Action Items

1. Real Estate Purchase & Sale Agreement with VRC, LLC
Presented by Arne Bakker, Chief Operations Officer

Following presentation and after questions were addressed:

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve the Real Estate Purchase & Sale Agreement with VRC, LLC, for the building located at 8390 SW Barney White Road and authorize the Port CEO to execute said Agreement and any further agreements related to this purchase.

MOTION CARRIES, 3-0

Staff Reports

Jim Rothlin, Chief Executive Officer

- Employee Milestones:
 - Ginger Wayne, Executive Assistant, 32 years with the Port
 - Jacob Dosch, Marina Port Attendant, new regular/full-time hire after being a seasonal worker over the summer.
 - Kristie Miller was promoted to Accounting Manager
- Seattle Boat Show January 31 – February 8. Several staff members will be involved in manning the booth under the leadership of Marina Operations Manager Kathy Garcia.
- The Airport hosted Bremerton High School students that are interested in aviation for an airport tour and presentation.
- The Board will receive a final report on the Airport Feasibility Study at the February 25 meeting and, if we see opportunity, a determination will be made as to whether to continue investigating that opportunity. The meeting will be held in the main meeting chambers at the Norm Dicks Government Center (NDGC).
- The Port's Winter Newsletter has been published and distributed.
- The Bremerton Air Show is scheduled for July 11-13, 2025.

Commission Reports / New Business

Commissioner Strakeljahn

- Reported on a government relations update received at the Puget Sound Regional Council Executive Board meeting.
- It was confirmed by CEO Rothlin that the Port's legislative agenda is focused on airport feasibility this year.

Commissioner Bozeman

- Would like to review the long-range vision plan for Olympic View Industrial Park (OVIP) and try to work through it piece-by-piece.
- Attended the recent Quincy Square groundbreaking ceremony held in downtown Bremerton.

Commissioner Anderson

- Will be attending the Washington Public Ports Association (WPPA) Port's Day in Olympia and will be meeting with our district legislators.

Director of Marina Facilities, James Weaver, provided an update on the Port Orchard Marina breakwater replacement project.

Executive Session - None

Adjournment

There being no further business before the Board, the meeting was adjourned at 11:37 a.m.

Submitted,



Jim Rothlin
Chief Executive Officer
February 6, 2025

Approved,



Axel Strakeljahn
Commission Secretary
February 11, 2025

January 28, 2025

[illegible]