

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

**A G E N D A**

March 10, 2026  
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 1.253.215.8782; Meeting ID: 854 6732 2251

---

**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 and executive session of February 24, 2026.
- B. Payment of checks #903238 and #903239 and #903240 and #903241 through #903244 and #903245 through #903248 and #903249 and #903250 through #903252 and #87388 through #87413 and #E03152 through #E03171 from the General Fund for \$231,759.12.

**Information Items**

1. Downtown Bremerton Association (DBA) Presentation – Jessica Combs, Executive Director
2. 2025 Year-End Financial Review – Aaron Schielke, Chief Financial Officer
3. 2026 Seattle Boat Show Review – Kathy Garcia, Marina Operations Manager
4. 2026 Northwest Aviation Conference Review – Cole Barnes, Airport Manager

**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. Resolution 2026-02 supporting a Washington State Department of Transportation (WSDOT) Aviation Division Airport Aid Application for a Runway and Taxiway Reseal (design) 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>
<i>03/10</i>	<i>10:00 am</i>	<i>*Commission Regular Business Meeting - Hybrid</i>
<i>03/12</i>	<i>9:30 am</i>	<i>Puget Sound Regional Council (PSRC) Transportation Policy Board</i>
<i>03/18</i>	<i>2:00 pm</i>	<i>Kitsap Economic Development Alliance (KEDA) Executive Board</i>
<i>03/19</i>	<i>12:00 pm</i>	<i>Kitsap Regional Coordinating Council (KRCC) Executive Committee</i>
<i>03/24</i>	<i>10:00 am</i>	<i>*Commission Regular Business Meeting – Hybrid</i>

*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**

**MINUTES**

February 24, 2026  
10:00AM

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

Cary Bozeman  
Axel Strakeljahn  
Gary Anderson

Staff Members

Jim Rothlin  
Arne Bakker  
Aaron Schielke  
Cole Barnes  
Erica Filler  
Ginger Waye  
Stephanie Frame  
Anne Montgomery, Atty

**Call to Order**

President Bozeman called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

**Approval of Agenda**

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

Approve the Agenda as presented.

**MOTION CARRIES, 3-0**

**Consent Items**

- A. Minutes of the regular business meeting and executive session of February 10, 2026.
- B. Payment of checks #903212 and #903213 through #903216 and #87369 through #87377 and #E03131 through #E03145 and #903217 and #903218 through #903221 and #903222 and #903223 through #903236 and #87378 through #87387 and #E03146 through #E03151 from the General Fund for \$187,556.24. VOID Check #903237.

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

Approve the Consent Items as presented.

**MOTION CARRIES, 3-0**

## Information Items

### 1. Airport Feasibility Study Update – Mead & Hunt, Inc.

Kevin Nuechterlein, Project Manager, opened the presentation on air service development and ALP update for Bremerton National Airport and introduced Kevin Mulcaster, AICP, who stated this is an overall refresher on where we have been and where we are going. The four main phases of this process were outlined: 1) Feasibility; 2) Requirements; 3) Funding; and 4) Implementation.

Mr. Mulcaster reviewed the Feasibility phase which has been completed and described why there is likely no air cargo market potential.

Mr. Nuechterlein described the current Requirements phase which will answer three questions – what the path to air service is; what capital improvements are necessary; and what the next steps are. The goal is to have the bulk of this stage completed by the third quarter of this year to be able to move forward with funding requests in the next legislative cycle.

Mr. Nuechterlein described the Funding phase, stating that this is where the real work begins and Mr. Mulcaster explained what will be needed during this phase.

Mr. Mulcaster provided recent past examples of airports adding additional routes/service and new passenger terminal facilities which provided a realistic look at the Implementation phase. He stressed the importance of local leaders and elected officials at all levels (local, county, state, federal) working together to provide a unified message and commitment that this is important to our community and we will move forward. That is how to move the needle with Federal Aviation Administration to provide their level of investment.

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

CEO Rothlin provided closing comments stating we don't have many of the answers yet but wanted to share all the phases to give a clear picture of where things stand. We don't want to approach the airlines until we're fully prepared. The goal is to move forward thoughtfully without placing an undue burden on the Port.

### 2. Port Orchard Farmers Market – Erika Anderson, President

Ms. Anderson expressed gratitude to the Port for its contributions and extended support of the Farmers Market with in-kind services. She provided a State of the Market 2025 Report detailing the following:

- Mission and vision
- Employees and board members
- Season and event sponsors
- Volunteer Impact

- Market operations and financial performance
- Community engagement highlighting their Power of Produce (POP) Kids Club
- Purpose and results of their “DOT” survey

She closed by stating the Market is proud to be in partnership with the Port and look forward to building on the momentum in 2026.

Kathy Garcia, Marina Operations Manager, discussed the Port’s partnership with the market and provided the benefits it provides. Currently looking at opportunities to allow the market to expand as it is a huge plus to the Port.

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

3. Port Orchard Marina Park Pathway Wall Mural – Denis Ryan, Public Works Director, City of Port Orchard.

Mr. Ryan provided an AI image mockup and project overview for a mural on the Port’s concrete wall bordering the pedestrian path near the Soroptimist Overlook. The City would like to fully fund and maintain the placement of the mural. If the Port is agreeable, the City would contract with the artist to get started and would work on an MOU, to be approved by the Port, for the City to be responsible for all maintenance, upkeep, and preservation.

The Board agreed for the City to move forward with the stipulation that a final, larger rendition of the mural be provided for review prior authorizing the work.

**Public Comment** - None

**Action Items** - None

### **Staff Reports**

*Jim Rothlin, Chief Executive Officer, reported on the following activities:*

- In the midst of the search for a Director of Facilities and have narrowed the pool to four applicants. The next step is to shortlist two or three finalists, with a strong emphasis on cultural fit. There was discussion regarding some of the position’s requirements.
- Meeting with American Cruise Lines (ACL) to finalize a long-term contract for their use of Port marine facilities.
- Meeting with Art Anderson Associates (AAA), our marine facilities engineer of record. This meeting provides an opportunity to review and clarify our expectations.
- Presenting to the Kitsap County Democratic Women’s organization tomorrow.
- Northwest Aviation Conference (NWAC) took place last weekend. Airport Manager Cole Barnes was the key contributor, along with other participating staff. The airshow was a major topic, scheduled for July 11–12, with a preview day on July 10.
- Seattle Boat Show recap will be provided at the next meeting.

## **Commission Reports / New Business**

### *Commissioner Anderson*

- Requested update on Bay Street properties “hole.” COO Arne Bakker reported that water remains in the hole so filling will need to wait until water is gone which is anticipated to be by end of March or early April.

### *Commissioner Bozeman*

- Reported on recent Kitsap Regional Coordinating Council (KRCC) Executive Committee meeting highlighting that four options were discussed for the Gorst transportation corridor improvement, all of which included bridges. He noted nothing has been selected and no money has yet been appropriated.

## **Executive Session**

President Bozeman recessed the meeting at 11:33 a.m. and reconvened into executive session at 11:40 a.m. for approximately 15 minutes for the purpose of discussing with legal counsel current or potential litigation [RCW 42.30.110(1)(i)].

At 11:55 a.m. executive session was extended 10 minutes and at 12:05 p.m. the regular meeting was reconvened.

## **Adjournment**

There being no further business before the Board, the meeting was adjourned at 12:05 p.m.

Submitted,

Jim Rothlin  
Chief Executive Officer  
March 5, 2026

Approved,

Gary Anderson  
Commission Secretary  
March 10, 2026

**PORT OF BREMERTON**  
**BOARD OF COMMISSIONERS**  
**EXECUTIVE SESSION**

**MINUTES**

February 24, 2026  
11:40 AM

CEO Office  
Port Administration Offices  
Bremerton Nat'l Airport Terminal Bldg  
8850 SW State Hwy 3, Bremerton

**Call to Order**

President Bozeman called the executive session to order at 11:40 a.m., February 24, 2026.

**Commissioners and Staff Present**

Commissioners

Cary Bozeman  
Axel Strakeljahn  
Gary Anderson

Staff Members

Jim Rothlin  
Arne Bakker  
Aaron Schielke  
Anne Montgomery, Atty  
Shane Brady, Atty

**Item #1:** Discussed with legal counsel current or potential litigation [RCW 42.30.110(1)(i)].

With no further business to come before the Board, the meeting was adjourned into regular session at 12:05 p.m.

Submitted,

Approved,

Jim Rothlin  
Chief Executive Officer  
March 5, 2026

Gary Anderson  
Commission Secretary  
March 10, 2026

**PORT OF BREMERTON**  
**AGENDA SUMMARY**

Agenda Item No: Action Item #1  
Subject: Resolution authorizing the submittal of the WSDOT Aviation Division Airport Aid Application for 2026  
Exhibits: Resolution 2026-02  
Prepared By: Cole Barnes, Airport Manager  
Meeting Date: March 10, 2026

**Summary:**

As part of Bremerton National Airport’s 5-year Capital Improvement Plan (CIP) 2026 includes the design work for the 2027 Runway and Taxiway reseal project. The project is funded by a combination of FAA funds, Port funds, and the anticipated receipt of a WSDOT Aviation grant.

The WSDOT Aviation Division Airport Aid Application for 2026 requires that the airport sponsor submit a resolution adopted by its elected officials which authorizes the submission of the application to WSDOT Aviation, states that the sponsor has the required matching funds available, and that elected officials support the application.

**Fiscal Impact:**

FAA Funding	\$284,316.00
WSDOT Aviation Grant Request	\$15,368.00
Port Share Runway and Taxiway Design	<u>\$7,684.00</u>
Total Project Cost	\$307,368.00

2026 Capital Budget Runway and Taxiway Design	\$32,444.00
Budget Remaining	\$24,760.00

**Strategic Purpose:**

This action conforms with the Port’s strategic plan in Goal 4.a. Continually assess niche markets in the Port’s marinas and airfield lines of business for growth opportunities.

**Recommendation:**

Staff recommends the Commission authorize the submittal of the WSDOT Aviation Division Airport Aid Application for 2026.

**Motion for Consideration:**

**Move to approve Resolution 2026-02 authorizing the submittal of the WSDOT Aviation Division Airport Aid Application for 2026.**

**PORT OF BREMERTON**  
**KITSAP COUNTY, WASHINGTON**  
**RESOLUTION NO. 2026-02**  
**DATED: March 10, 2026**

**A RESOLUTION** of the Board of Commissioners, Port of Bremerton, supporting a Washington State Department of Transportation (WSDOT) Airport Aid Application for a Runway and Taxiway Reseal (design) project at Bremerton National Airport, and providing assurance of available local match funds.

**WHEREAS**, WSDOT has established a competitive Airport Aid Program for Runway and Taxiway Reseal (design) project; and

**WHEREAS**, the Port of Bremerton has submitted a Runway and Taxiway Reseal (design) project at Bremerton National Airport.

**WHEREAS**, the total cost of the project is estimated up to \$307,368 for engineering design, bidding, and grant closeout services of which the Port share is \$15,368, of which \$7,684 will be requested for funding through WSDOT's Airport Aid Grant Application.

**NOW, THEREFORE BE IT RESOLVED** that the Board of Commissioners, Port of Bremerton, support the Airport Aid application for completion of the 2026 Runway and Taxiway Reseal (design) project and assure the availability of the Port's matching funds.

**ADOPTED** by the Board of Commissioners of the Port of Bremerton at the regular public meeting thereof held this 10th day of March 2026 and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the Seal of the Commission.

\_\_\_\_\_  
Commission President

\_\_\_\_\_  
Commission Vice-President

ATTEST:

\_\_\_\_\_  
Commission Secretary