

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

**A G E N D A**

September 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/3359030010>
- For audio only; dial 1.253.215.8782; Meeting ID: 335 903 0010

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**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 August 26, 2025.
- B. Payment of checks #902971 and #902972 through #902975 and #902976 through #902979 and #902980 and #902981 through #902985 and #87049 through #87069 and #E02835 through #E02854 from the General Fund for \$278,223.13. VOID Ck #85887.
- C. Excuse Commissioner Strakeljahn's absence due to personal travel.

**Information Items**

**Citizen Comments:** *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](mailto:gingerw@portofbremerton.org)).*

## Action Items

1. Bid Authorization for Bremerton National Airport Maintenance Shop & Vehicle Wash Area Oil-Water Separator 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>Date</u>	<u>Time</u>	<u>Meeting</u>
09/09	10:00 am	*Commission Regular Business Meeting - Hybrid
09/18	11:00 am	Kitsap Economic Development Alliance Board Retreat
09/18	12:00 pm	Kitsap Regional Coordinating Council Executive Committee
09/23	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**

August 26, 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  
Arne Bakker  
Aaron Schielke  
James Goodman  
Kathy Garcia  
Cole Barnes  
Ginger Waye  
Stephanie Frame  
Anne Montgomery, 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 STRAKELJAHN, seconded by BOZEMAN to:**

Approve the Agenda as presented.

**MOTION CARRIES, 3-0**

**Consent Items**

- A. Minutes of the regular business meeting and executive session of August 12, 2025.
- B. Payment of checks #902943 through #902944 and #902945 through #902948 and #902949 through #902950 and #902951 and #87028 through #87034 and #E02815 through #E02822 and #902952 through #902955 and #902956 through #902969 and #E02823 and #87035 through #87048 and #E02824 through #E02834 from the General Fund for \$275,674.22.

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

Approve the Consent Items as presented.

**MOTION CARRIES, 3-0**

## **Information Items**

### **1. Leadership Kitsap Report – Carli Meurs, Executive Director**

Commissioner Bozeman opened with a statement of support for Leadership Kitsap (LK) emphasizing the importance of leadership in our community.

Ms. Meurs explained that LK exists to create an ongoing pipeline of leadership potential. She thanked the Port for their ongoing investment which goes toward their signature program of a 10-month curriculum centered on providing a deep dive in building leadership capacity. She provided full detail on that program which most recently saw an upgrade in mobile technology thanks, in part, to the Port's contribution.

She also provided detail on LK's other endeavors: hosting Kitsap's 20 under 40 awards; partnering with Greater Kitsap Chamber for the Kitsap Women's Summit; and LK's Premier Institute which is an extension of their signature program but provides ala carte experiences. She again thanked the Port for partnering with Leadership Kitsap.

Ms. Meurs responded to questions and comments from the Board and CEO throughout the presentation.

### **2. Washington State Department of Transportation (WSDOT) Aviation Division Report – Ann Richart, Aviation Director**

Ms. Richart introduced herself and provided detail on her background and an overview of what WSDOT Aviation does for airports. She highlighted they are different from other WSDOT divisions in that they do not operate infrastructure other than for 15 very small airports, but they provide services to all the 134 public use airports. She also discussed WSDOT Aviation's role in federal and state funding; grant programs; loan program; planning work; commenting on land use development around airports; and independent research which is currently focused on advanced air mobility.

Ms. Richart discussed in detail the sustainable aviation grant program which was not funded during the last legislative cycle. WSDOT's ask would be that if the Port feels it important for the aviation system to have this program, please make it known to the legislature.

Ms. Richart responded to questions and comments from the Board and CEO throughout the presentation.

**Citizen Comments - None**

**Action Items - None**

## Staff Reports

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

- Upcoming marina events: Mosquito Fleet Port-to-Port sailings during Blackberry Festival; Virginia V visit/tours at Port Orchard Marina; Blackberry Festival at Bremerton Marina
- Hosting of Northwest Maritime Center with their focus on the Blue School's Initiative.
- Progress on the Airport Feasibility Study Phase 2 and the Economic Impact Study.
- Letter received from Saints Car Club thanking the Port for their support of the CRUZ Car Show.

## Commission Reports / New Business

*Commissioner Bozeman*

- Attended Kitsap Economic Development Association's (KEDA) Kitsap Industrial Readiness Summit. Did not get clarity on what the impacts of SIOP will be and how long they will be here.
- Provided a leadership talk to a boy scout troop at the Olalla Grange. They had a lot of good questions, and he really enjoyed his time with them.

*Commissioner Strakeljahn*

- Related to SIOP, during a recent visit of the shipyard, he asked if they had a time and action (T&A) plan which they do not have yet.
- It is also still unclear what KEDA plans to do with the information gained in their recent Industrial Lands Analysis.

**Executive Session - None**

## Adjournment

There being no further business before the Board, the meeting was adjourned at 11:05 a.m.

Submitted,

Approved,

Jim Rothlin  
Chief Executive Officer  
September 4, 2025

Cary Bozeman  
Commission Vice-President  
September 9, 2025

## **PORT OF BREMERTON**

### **AGENDA SUMMARY**

Agenda Item No:     Action Item 1  
Subject:               Oil Water Separator Bid Authorization  
Exhibits:              None  
Prepared By:         Cole Barnes, Airport Manager  
Meeting Date:        September 9, 2025

#### **Summary:**

The existing dead end sump system adjacent to the Maintenance shop does not meet minimum National Pollutant Discharge Elimination System (NPDES) Permit requirements for regular petroleum storage and transfer operations, vehicle and equipment washing, and has on-going pump out/maintenance costs. The Port of Bremerton (Port) would like to replace the current sump system with a new coalescing plate oil-water separator.

The design and deliverables produced by Century West will be utilized as the basis for the scope work to solicit services for the construction and installation of the oil-water separator.

#### **Fiscal Impact:**

Cost estimate	\$80,000.00
<u>Engineering</u>	<u>\$35,449.30</u>
Estimated Total Cost	\$115,449.30
2025 Capital Budget Airport/OVIP OWS Shop	\$90,000.00
<u>2025 Capital Site, Utility and Building Improvements</u>	<u>\$25,449.30</u>
Budget Available	\$115,449.30

#### **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:**

Staff recommend the Commission authorize Port staff to call for bids for the construction and installation of the oil-water separator.

#### **Motion for Consideration:**

**Move to authorize Port staff to call for bids for the construction and installation of the oil-water separator.**