

PORT OF BREMERTON
BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING

A G E N D A

June 10, 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 have resumed in-person meetings but are maintaining the option for the public to participate remotely as well. 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

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 May 27, 2025.
- B. Payment of checks #902843 and #902844 through #902847 and #E02694 and #902848 through #902850 and #86844 through #86867 and #E02695 through #E02714 and #902851 and #902852 through #902855 from the General Fund for \$166,505.36.

Information Items

1. City of Port Orchard Downtown Redevelopment – Mayor Putaansuu, City of Port Orchard

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).*

Action Items

1. Bid Authorization for Sewer Rehabilitation
2. Morris Restaurant Management Agreement

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> |
|--------------------|--------------------|---|
| 06/10 | 10:00 am | *Commission Regular Business Meeting – Hybrid |
| 06/13 | 10:30 am | Puget Sound Regional Council “Fund our Ferries” Special Meeting - Virtual |
| 06/18 | 10:00 am | Kitsap Regional Coordinating Council (KRCC) Executive Committee |
| 06/20 | 10:00 am | Peninsula Regional Transportation Planning Organization (PRTPO) Executive Board |
| 06/24 | 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

MINUTES

May 27, 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 Weaver
James Goodman
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 BOZEMAN, seconded by STRAKELJAHN to:

Approve the Agenda as presented.

MOTION CARRIES, 3-0

Consent Items

- A. Minutes of the regular business meeting of May 13, 2025.
- B. Payment of checks #86791 through #86809 and #E02662 through #E02674 and #902809 through #902814 and #902815 through #902818 and #902819 and #902820 and #902821 through #902822 and #86810 through #86825 and #E02675 through #E02689 and #E02690 and #902823 through #902835 and #86826 through #86843 and #E02691 through #E02693 and #902839 through #902842 from the General Fund for \$348,433.96. Voided Checks #85557 and #85991 and #85994.

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Consent Items as presented.

MOTION CARRIES, 3-0

Citizen Comments - None

Action Items

1. Resolution 2025-04 supporting a Washington State Department of Transportation (WSDOT) Aviation Division Airport Aid Application for the Airport Layout Plan Update.
Presented by Cole Barnes, Airport Manager

Following presentation and after questions were addressed:

It was moved by STRAKELJAHN, seconded by BOZEMAN to:

Approve Resolution 2025-04 authorizing the submittal of a WSDOT Aviation Division Airport Aid Application for the Airport Layout Plan update.

MOTION CARRIES, 3-0

2. Lease Amendments and Lease Agreement with Steelhead Group Holdings, LLC
Presented by Arne Bakker, Chief Operations Officer

Following presentation and after questions were addressed:

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Steelhead Group Holdings Lease Amendment No. 1 establishing a commencement date of June 1, 2025, for 4.41 acres at 8651 Mount Jupiter Way SW.

MOTION CARRIES, 3-0

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Steelhead Group Holdings Lease Amendment No. 1 establishing a commencement date of June 1, 2025, for 1.39 acres at 8742 SW Sentinel Peak Way.

MOTION CARRIES, 3-0

It was moved by BOZEMAN, seconded by STRAKELJAHN to:

Approve the Steelhead Group Holdings Lease Agreement for 1 acre of undeveloped land at 8751 SW Sentinel Peak Way adjacent to their existing parcels.

MOTION CARRIES, 3-0

Staff Reports

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

- Airport Manager Cole Barnes receipt of a \$1,000 Washington Airport Managers Association (WAMA) grant to be used toward achieving his Certified Member (C.M.) with the American Association of Airport Executives (AAAE).

- Bremerton and Port Orchard Marinas each receiving an EnviroStars Award. Marine Facilities Director James Weaver provided detail on how the awards were earned.
- Mosquito Fleet Fest event held in Port Orchard last weekend.
- Landscaping and grounds cleaning efforts by the Airport/Industrial crew given that spring and the growing season is upon us.
- Congratulating Arne Bakker, COO, on completing the Steelhead Group Holdings leases and amendments.
- Marketing, advertising, and newsletter efforts led by Marketing Coordinator Erica Filler.
- Mayor Rob Putaansuu attending the Port's June 10 meeting to discuss downtown Port Orchard redevelopment.

Commission Reports / New Business

Commissioner Bozeman reported on the following:

- Steering Committee meeting for the Olympic College Phase 2 Healthcare Expansion project.
- Meeting related to potentially locating a YMCA and aquatic center at the old East High School site in Bremerton.
- Meeting with Jon Rose regarding his proposed project in North Kitsap including a YMCA, new housing, new ballfields, etc.
- Grand opening of the Bill Mahan Apartments which were built to meet the needs of the disabled.

Commissioner Strakeljahn attended and reported on the following:

- Bill Mahan Apartments ribbon-cutting.
- Bremerton-Olympic Peninsula Navy League Armed Forces Day Gala

Executive Session

President Anderson recessed the meeting at 10:47 a.m. and reconvened into executive session at 10:55 a.m. for approximately 20 minutes for the purpose of discussing with legal counsel current or potential litigation [RCW 42.30.110(1)(i)]. At 11:15 a.m., executive session was extended 10 minutes and at 11:25 a.m., extended another 10 minutes.

At 11:35 a.m. the regular meeting was reconvened.

Adjournment

There being no further business before the Board, the meeting was adjourned at 11:35 a.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
June 5, 2025

Axel Strakeljahn
Commission Secretary
June 10, 2025

Draft

PORT OF BREMERTON
BOARD OF COMMISSIONERS
EXECUTIVE SESSION

MINUTES

May 27, 2025
10:55 AM

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

Call to Order

President Anderson called the executive session to order at 10:55 a.m., May 27, 2025.

Commissioners and Staff Present

Commissioners

Gary Anderson
Cary Bozeman
Axel Strakeljahn

Staff Members

Jim Rothlin
Arne Bakker
Cole Barnes
Tim Schermetzler, 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 11:35 a.m.

Submitted,

Approved,

Jim Rothlin
Chief Executive Officer
June 5, 2025

Axel Strakeljahn
Commission Secretary
June 10, 2025

PORT OF BREMERTON
AGENDA SUMMARY

Agenda Item No: Action Item #1
Subject: Bid Authorization for Sewer Rehabilitation
Exhibits: None
Prepared By: Arne Bakker, COO
Meeting Date: June 10, 2025

Summary:

In 2022, during construction of the SR3 Frontage Development project it came to light that part of the sewer along Imperial Way was failing. Subsequently, the Port started the process of scoping, engineering, budgeting the replacement of 1400 linear feet of sewer pipe on Imperial Way. In coordination with the City of Bremerton it has come to light that a Cure In Place Pipe (CIPP) would be a robust and cost-effective solution to rehabilitate the sewer pipe instead of replacing the existing sewer. CIPP is a hardened liner that gets put in the existing pipe. When cured this liner has a life span of 100 years. The original estimate for sewer pipe replacement was \$456.00 per linear foot, whereas the liner is estimated at \$200 per linear foot and would be in place 7-10 days after construction begins.

Fiscal Impact:

| | |
|--|-----------|
| Capital Budget 2022 Sewer Replacement: | \$423,320 |
| Project Cost: | \$280,000 |
| Budget Remaining: | \$143,320 |

Strategic Purpose:

This action conforms with the Port’s strategic plan in Goal 2: Operate all Port facilities efficiently and cost effectively with a high degree of customer service

Recommendation:

Staff recommends the Commission authorize Port staff to call for bids for sewer rehabilitation using cure in place pipe technology.

Motion for Consideration:

Move to authorize Port staff to call for bids for sewer rehabilitation using cure in place pipe technology.

PORT OF BREMERTON **AGENDA SUMMARY**

Agenda Item No: Action Item #2
Subject: Morris Restaurant Agreement
Exhibits: None
Prepared By: Arne Bakker, COO
Meeting Date: June 10, 2025

Summary:

Morris Restaurant Management has been operating the restaurant at Bremerton National Airport since March 2023. Since July 2024, the tenant has been in default of the lease. The Port and Morris Restaurant Management have come to a mutual agreement regarding terms of the contract to satisfy the payment default.

Summary of Agreement:

1. **Temporary Delay of Eviction Proceedings:**
The Port has agreed to delay the execution of the court-ordered eviction to allow Morris Restaurant Management sufficient time to pursue financing options.
2. **Rent Obligations:**
Morris Restaurant Management agrees to continue making full monthly rent payments to the Port during this interim period.
3. **Waiver of Late Fees:**
During this period, no additional late fees will accrue on the existing account balance, provided that ongoing rent payments are made in a timely manner.

This agreement is intended to provide a structured and cooperative approach while allowing Morris Restaurant Management the opportunity to resolve its business affairs in an orderly manner. Both parties agree to act in good faith and communicate regularly throughout this process.

Both parties reserve the right to revisit and amend the terms of this agreement accordingly.

Fiscal Impact:

Collection of rent during this agreement and guarantee of late rent payments

Strategic Purpose:

This action conforms with the Port's strategic plan in Goal 1: Be a significant leader in promoting the local economy and job growth both on and off Port assets

Recommendation:

Staff recommends the approval of the agreement between the Port and Morris Restaurant Management and authorize the CEO to execute the agreement.

Motion for Consideration:

Move to approve the agreement between the Port and Morris Restaurant Management and authorize the CEO to execute the agreement.