

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

**MINUTES**

November 08, 2022

10:00 AM

Port Administration Offices  
Bremerton Nat'l Airport Terminal Bldg  
8850 SW State Hwy 3, Bremerton  
Remote Option: Zoom Meeting ID 335 903 0010

**Commissioners and Staff Present**

Commissioners

Gary Anderson

Cary Bozeman

Staff Members

Jim Rothlin

Fred Salisbury

Jeremiah Wiley

Arne Bakker

James Weaver

Monroe Whitman IV

Ginger Waye

Stephanie Frame

Anne Montgomery, Atty

**Call to Order**

Vice-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 ANDERSON to:**

Approve the Agenda as presented.

**MOTION CARRIES, 2-0**

**Consent Items**

- A. Minutes of the regular business meeting of October 25, 2022.
- B. Payment of checks #901632 through #901635 and #901636 through #901639 and #84232 through #84250 and #E01194 through #E01205 and #901641 through #901646 from the General Fund for \$65,670.51; #E01193 from the Construction Fund for \$165,020.85. Void Check #84222.

Payment of checks #901655 and #E01227 through #E01228 and #84294 and #84295 through #84336 and #E01229 through #E01232 and #901659 through #901662 and #901663 through #901666 and #E01233 and #901667 and #E01234 and #84337

through #84365 and #E01235 through #E01248 and #901668 from the General Fund for \$2,200,806.44.

C. Excuse Commissioner Strakeljahn's absence due to personal travel.

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

Approve the Consent Items as presented.

**MOTION CARRIES, 2-0**

### **Information Items**

1. Port Orchard Marina Breakwater Replacement Project Funding Update – Desimone Consulting Group

CEO Jim Rothlin stated the Port has been working diligently to secure funding for the Port Orchard Marina breakwater replacement project using Desimone Consulting Group (DCG) to assist with federal and state lobbying efforts. The Port did not receive expected federal funding, so DCG was invited to help explain what is known about that process and the next steps in moving forward.

Liz Fortunato and Rick Desimone, DCG, outlined the Port's grant application to the Port Infrastructure Development Program (PIDP) and the RAISE Program administered by the Maritime Administration. Criteria for the PIDP was described highlighting that PIDP grants have historically focused on freight movement but, even with additional eligibility criteria added this year such as resiliency and climate change, grant awardees included a freight portion. The opportunity for a future grant still exists as there is recognition by congress that small ports without freight are being overlooked. The critical next steps were detailed for moving forward with reapplication for PIDP in 2023. There was also discussion on current lobbying efforts for the Port's state level capital funding request.

DCG responded to questions and comments from the board. The importance of the Commission and CEO being present at any legislative meetings and to get parties out on the breakwater to see it in its physicality.

**Citizen Comments - None**

### **Action Items**

1. Final Budget for Calendar Year 2023  
*Presented by Jeremiah Wiley, Chief Financial Officer*

#### 1.1 Budget Presentation

CFO Wiley provided a PowerPoint outlining the Port's 2023 budget goals; mission and vision; job generation; and indirect economic impact. Noting there were no changes from the preliminary budget, he provided the Port's 2023 operating and non-operating

revenues and expenses; capital projects; and budget narrative. There was discussion with the Board.

## 1.2 Public Hearing

Vice-President Anderson opened the public hearing at 10:42 a.m. No public comments were received, and the public hearing was closed at 10:42 a.m.

## 1.3 Action Items

- a. Resolution 2022-06 providing for a regular property tax levy and all allowable levies for calendar year 2023.

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

Approve Resolution 2022-06 providing for no tax increase in the general tax levy.

**MOTION CARRIES, 2-0**

- b. Resolution 2022-07 providing a limit factor for the regular levy for the 2023 calendar year to determine future years' levies and to enable the Port to bank excess levy capacity.

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

Approve Resolution 2022-07 providing a limit factor for the regular levy for the 2023 calendar year to determine future years' levies and to enable the Port to bank excess levy capacity.

**MOTION CARRIES, 2-0**

- c. Resolution 2022-08 adopting the final budget for calendar year 2023.

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

Approve Resolution 2022-08 approving and adopting the Final 2023 Budget.

**MOTION CARRIES, 2-0**

- d. Resolution 2022-09 filing the final budget and submitting request for tax levies for calendar year 2022 with the Clerk of the Board of County Commissioners.

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

Approve Resolution 2022-09 filing the final 2023 budget documents and submitting request for tax levies in the amounts indicated with the County Clerk of the Board of County Commissioners and the Kitsap County Assessor's Office.

**MOTION CARRIES, 2-0**

2. Easement Agreement for Parking – Marina Square Garage Unit  
*Presented by Jim Rothlin, Chief Executive Officer*

Following presentation and discussion which included attorney input;

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

Approve the Easement agreement for parking at the Marina Square with Sound West Oz Fund I Multifamily LLC, Sound West Oz Fund I Parking, LLC, and Sound West Oz Fund I Hospitality, LLC, and authorize the Commission Vice-President to execute the document.

**MOTION CARRIES, 3-0**

**Staff Reports**

*Jim Rothlin, Chief Executive Officer*

- Congratulated the following employees on reaching anniversary milestones:
  - Marina Administrative Specialist Gabbie Garland, 2 years
  - Port Maintenance I Rob Higgins, 2 years
- Welcomed James “Goody” Goodman to the Port as our new Director of Facilities and Property Development
- Provided an update on the multi-purpose facility construction progress.
- Reported on recently released news articles featuring the Port.

**Commission Reports / New Business**

*Commissioner Anderson*

- Attended the Kitsap Regional Coordinating Council (KRCC) Executive Board in Commissioner Strakeljahn’s absence. Noted that the KRCC legislative reception is being held at the end of November.

**Executive Session** - None

**Adjournment**

There being no further business before the Board, the meeting was adjourned at 11:08 a.m.

Submitted,



Jim Rothlin  
Chief Executive Officer  
November 17, 2022

Approved,



Cary Bozeman  
Commission Secretary  
November 22, 2022