

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

**MINUTES**

July 10, 2018  
10:00 AM

Bill Mahan Conference Room  
Port Administration Offices  
Bremerton Nat'l Airport Terminal Bldg  
8850 SW State Hwy 3, Bremerton

**Commissioners and Staff Present**

Commissioners

Larry Stokes  
Cary Bozeman  
Axel Strakeljahn

Staff Members

Jim Rothlin	Kathy Garcia
Fred Salisbury	Tim Mensonides
Sherman Hu	Ginger Waye
Arne Bakker	Jim Ryan, Atty

**Call to Order**

President Stokes 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 June 26, 2018.
- B. Payment of checks #103335 through #103360 and #77947 through #77950 and #77954 through #77998 from the General Fund for \$154,370.86; #77951 through #77953 from the Construction Fund for \$35,068.37 and the payment of payroll taxes for \$15,408.05.

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

Approve the Consent Items as presented.

**MOTION CARRIES, 3-0**

## Work Study Session

### 1. Strategic Planning Workshop

CEO Rothlin stated that in response to the Commission's request to formulate a 3-5 year plan, staff met to start organizing the plan. He introduced Mr. Jim Darling of Maul Foster & Alongi (MFA) who will help facilitate this planning process. Mr. Darling provided his background and that of MFA and introduced Lauren Wirtis, an MFA urban planner.

Mr. Darling provided an introduction and outline of the 2018 strategic plan process which includes the previously held staff workshop; the current commission workshop #1; and an upcoming commission workshop #2 that will hopefully culminate in implementation of a plan prior to the 2019 budget process.

He led in-depth discussion on the following agenda items:

- The principles of strategic planning and practical tools to evaluate Port programs
- Review of progress on the 2009-2012 strategic plan
  - CEO Jim Rothlin provided a strategic update from 2012 to today
- Trends impacting the Port and community
- Structure of the updated plan

The meeting was recessed at 11:25 a.m. for a short break and reconvened at 11:32 a.m. The discussion continued with:

- Identifying goal areas
- Preliminary goals within those areas
- Next steps

Mr. Darling closed by stating they will provide staff with a set of questions to think about so that the next workshop will be more specific and will hone in on mission, vision, goals, and values. A decision can also be made as to what the structure of the plan will look like.

## Citizen Comments

Roger Gay, South Kitsap

- Spoke to importance of strategic planning and suggested that while looking at economic development, the Port consider creating its own businesses and bringing in the job base itself.
- Discussed the Port's banked tax money stating he would like to see how it is going to be used in the strategic plan; taxpayers need to know what the goal is.

Jerry McDonald

- Suggested the Port consider doing marketing videos based on Kitsap Sun reporter Josh Farley's Five for Five video pieces.

## **Action Items – None**

## **Commission New Business**

1. Commissioner Stokes suggested the July 24, 2018, meeting be cancelled as he will be traveling out of state and Commissioners Bozeman and Strakeljahn will be returning from the WPPA Commissioners Seminar in eastern Washington that day. It was confirmed the meeting would be cancelled.
2. As the Port has an obligation to close on the Nordic properties transaction and commissioners may be unavailable:

### **It was moved by STOKES, seconded by BOZEMAN to:**

Authorize the Port CEO to execute any documents related to the Nordic Properties transaction.

### **MOTION CARRIES, 3-0**

### **It was moved by STOKES, seconded by BOZEMAN to:**

Authorize the Port CEO to execute any lease agreements related to the Nordic Properties parcels.

### **MOTION CARRIES, 3-0**

## **Staff Reports**

### *Jim Rothlin, Chief Executive Officer*

- The Port 2009 LTGO Bonds used for purchasing the Washington Ave property and enhancing Water Street Boat Launch can be paid off early due an “extraordinary exemption”. The early payoff will result in a \$160-\$170K savings in interest.
- He highlighted some of the articles that are within the Port’s quarterly electronic newsletter that will be distributed this week. Victoria Peters, Marketing & Communications Coordinator discussed the distribution list with the Board.

## **Commission Reports**

### *Commissioner Strakeljahn*

- Attended the Kitsap Regional Coordinating Council (KRCC) Board meeting and will be attending the Puget Sound Regional Council (PSRC) Economic Development Board meeting.

### *Commissioner Stokes*

- He was asked to be Grand Marshal of the recent Fathoms O’ Fun parade representing the Port of Bremerton; it goes to show that what the Port does in the community is

appreciated. He noted that his wife and dog joined him in the grand marshal car and stole the show.

**Executive Session - None**

**Adjournment**

There being no further business before the Board, the meeting was adjourned at 12:40 p.m.

Submitted,



Jim Rothlin  
Chief Executive Officer  
August 9, 2018

Approved,



Axel Strakeljahn  
Commission Secretary  
August 14, 2018

