



# Port of Brownsville

Minutes of Meeting

9 January 2013

## **CALL TO ORDER**

Commissioner Bob Kalmbach called the regular session of the meeting to order at 7:00 PM. In attendance were Commissioner Jack Bailey, Commissioner Allen Miller, Port Manager Jerry Rowland, Port Attorney John Mitchell and Port Accountant Dennis Bryan.

## **PLEDGE OF ALLEGIANCE**

Commissioners led pledge of allegiance.

## **APPROVAL OF AGENDA**

Bob Kalmbach requested to add Dave Danford Boathouse modification proposal under Presentation to or by the Board item c. Motion made by Jack Bailey to add Dave Danford proposal as requested. Allen Miller seconded the motion and it passed unanimously. Jack Bailey made a motion to approve agenda as modified. Motion seconded by Allen Miller and motion was approved unanimously.

Bob Kalmbach thanked Commissioners Jack Bailey and Allen Miller and everyone who assisted him and supported him during his term as President of the Board for 2012.

## **ELECTION OF BOARD OFFICERS**

Allen Miller nominated Jack Bailey to be President of the Board for 2013. Bob Kalmbach seconded the nomination and was approved unanimously.

Bob Kalmbach nominated Allen Miller to be board secretary. Nomination was seconded by Jack Bailey and approved unanimously.

Jack Bailey and Bob Kalmbach changed places so Jack Bailey would be in the President's chair.

## **APPROVAL OF CONSENT AGENDA**

Motion made by Bob Kalmbach to approve consent agenda with correction to 12 December 2012 minutes. Correction was to change the word congress to legislature on page 2 under Commissioners report line 4. Consent agenda includes the 12 December 2012 regular meeting minutes, vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, which have been recorded on a listing and have been made available to the public. Those vouchers approved for payment are included in the audited and certified list and further described as follows: December 2012 Special Voucher, numbers 27963 through 27970 for a total amount of \$7,963.22, January 2013 General Fund voucher, numbers 27971 through 28015 for a total amount of \$98,818.21. Also approved for payment was January Electronic Transfer Voucher, numbers 2013-01 through 2013-06 for a total amount of \$11,943.39. Motion seconded by Allen Miller and approved unanimously.



## Port of Brownsville

Minutes of Meeting

9 January 2013

### **PUBLIC COMMENT FOR ITEMS NOT LISTED ON AGENDA**

Jonathon Thomas announced that this was the 8<sup>th</sup> year of him being one of the supporters and co-Captain of the Lady Washington and Hawaiian Chieftain. The dates for this year are August 13, 14, and 15. Two schools have already committed to attendance for the educational program. However, the funding for this program has decreased for this year. Instead of 70% being covered by the program it will be 60% this year. This means that each student will require an additional \$10.50 instead of the \$5.25 that was last year. They are looking for donations to help with this cost. Donations will be needed before one month of event which is the beginning of July.

He also noted that he is a member of the Pacific Coast Ports Alliance Group which is now in the planning phase for the Tall Ships Challenge 2014 in Erie Pennsylvania. This is for an educational program. He will be encouraging them to travel the West side of Puget Sound as well as the east side.

Jack Bailey noted that the educational program is worthwhile so children experience the boat ride as well what it was like to navigate these vessels.

### **PRESENTATION TO OR BY THE BOARD**

Carolyn Thomas presented to the board what the Brownsville Yacht Club has been doing during the month of December. The Lighted Boats parade had a total of 14 boats. The Yacht Club is one of those that collects names and calls them out during the parade of boats. This is a lot of work but the families appreciate this feature and the Yacht Club received a lot of correspondence appreciating this service. The 4<sup>th</sup> Annual Polar Plunge occurred on New Year's Day with 19 participants. It was a sunny day. She cheered for the plungers and took pictures. The water was warmer than the outside temperature. She shared with the group this cheer:

It's not that I'm cold  
I'm not numb  
And you are really, really dumb

There was a New Year's Eve party that was open to all members of the marina. Not a great attendance but those that were there had a good time.

Jack Bailey stated the boats were really well decorated this year. Carolyn noted that at the last minute the designated Santa Claus had to cancel so Jonathon Thomas stepped to be the Santa Claus for the boat parade.

Bob Kalmbach thanked Jonathon and Carolyn Thomas for all they do the Yacht Club and the Port of Brownsville.

LCDR Frank Carroll was next to present. He introduced his team; Joe Kisiday (Senior Design Engineer) and Chris Stevenson (Environmental Planner). They are from the Naval Facilities Engineering Command. They have a contract with the Suquamish tribe to improve fish habitats and



## Port of Brownsville

Minutes of Meeting

9 January 2013

water access. They are proposing to improve the culvert under Ogle Road that goes from a pond to the Bay. This area is one of the areas that were identified by the tribe. The first step is the studies that need to be performed (hydrology, environmental, etc.). Jerry Rowland stated the culvert was 36 inches and undersized. The proposal is to enlarge the culvert and make it a more fish friendly habitat. There was discussion about the services that run under the road in that area. All stakeholders will be consulted and be involved in all of the decisions on the design and final outcome. He discussed the schedule for the completion of this project. He said the contract should be awarded by the middle of July. Final review in January 2013 and then construction will start about 3 months after contract award time.

Bob Kalmbach asked what other projects they were working on. LCDR Carroll stated they were working on Harper's Estuary and this culvert project. The first project of Keyport Lagoon was stopped due to unplanned discoveries, which may happen with this project.

Allen Miller asked what the cost was of this project. Joe Kisiday stated it would depend on the design but LCDR Carroll was sure it would be up to \$2,000,000.00.

Allen Miller then asked how long the road would be closed for the construction. LCDR Carroll stated that it would be part of the negotiations. If the road was to stay open then it would drive up the cost. There will be inconveniences involved. Jack Bailey added that shutting down the road for a short period of time would be of concern but not as much an impact as shutting down for a long period of time.

Bob Kalmbach asked what kind of agreement the LCDR was seeking this night and would the commissioners get another round of approval. LCDR stated he needed to know that the commissioners will be part of the approval but he needed 100% commitment tonight so the process of design and approvals can go forward and that the project will not be blocked after design. Bob stated he was really interested in going forward as he has been concerned about this area for a long period of time.

Jack Bailey said he has been concerned about the water pressure on the road from that pond and the fact that the culvert was not allowing the water to flow through.

Ned Cook asked if the sediment that is in the pond due to upstream development been considered as a possible problem. LCDR said it will be considered during the design. Bob Kalmbach clarified that the area was not at Steele Creek but just the culvert going under Ogle Road.

Allen Miller asked how much of a problem the small culvert was. LCDR said since the culvert is not allowing the water to flow freely there is a certain amount of pressure on the road. Also this would open an estuary that the fish will use. Chris Stevenson added that the environmental agencies see value in opening up this estuary. Jack Bailey said it would become a more functioning estuary.

Jack Bailey said the Puget Sound Partnership has said that these pocket estuaries are the most valuable for fish life and this can be one of those areas.



## Port of Brownsville

Minutes of Meeting

9 January 2013

Bob Kalmbach asked if a letter from the Port would be helpful. LCDR said it would be at some point. Jack Bailey added that there is always concern over what Kitsap County will require during the permitting phase.

Bob Kalmbach said he was in favor of proceeding and he heard Jack Bailey state he was in favor of the project. Bob asked Allen Miller if he was in favor of this project. Allen replied that he thought the county could spend their money in a better place. Jack Bailey explained that this was not the county doing this project but the Navy due to a contract with the tribe to mitigate opening waterways that would help with the fish and wildlife. That Navy had to perform the mitigation somewhere and this is one of the areas that the tribe has selected, so they might as well spend the money here as somewhere else.

Jack Bailey said they will get a letter to the LCDR Carroll to proceed with this project. LCDR Carroll thanked the commissioners.

Next speaker was David Danford. He was requesting permission to extend his boat house at C-2 by 6 feet. The boat sticks out past the existing boat house. The extension would make the boat house the same length as neighboring boat houses. Jack Bailey asked if the neighboring boat house has an additional extension. Jerry Rowland clarified that at the time this extension was done there was no requirement to get permission from the Commissioners and the extension that was done was not very well constructed. Mr. Danford assured the commissioners that he wants his extension to look like original construction, not an add on. Bob Kalmbach stated he knew Mr. Danford does good construction work and he was not worried about that. He asked Jerry Rowland if the boats around C-2 would have problems maneuvering if this extension was added. Jerry Rowland replied there would be no problem. Jack Bailey said it was his concern as well since the boat was at an angle. Jerry Rowland assured them that there was plenty of room. Jack Bailey asked if this boat house had burn out panels. Mr. Danford said it does not have burn out panels at this time but he will be adding them. Mr. Bailey noted that the extension would increase his boat house moorage costs since it will increase the square footage. Commissioners approved the design and construction.

Jack Bailey asked if there was going to be new pilings put in during the Port renovation and Jerry Rowland replied yes. Jack Bailey asked Jerry Rowland to thank Mr. Danford for bringing this request to them. He said he would.

### **FINANCIAL REPORTS**

Port Accountant Dennis Bryan announced that since it was so early in the month, the county had not sent out the December statements. December report will be next month. He added that there was some confusion with the county on the last bond payment. In the past it had been taken out of the account in January but this year the county tried to take it out in December. Since funds had not been transferred yet from one account to the other, they were unable to make the bond payment. The county contacted Jerry Rowland to get permission to make the payment and he gave the permission but for some reason they did not do this. As stated before there was a lot of confusion over this but the good



## Port of Brownsville

Minutes of Meeting

9 January 2013

thing was that it prompted Dennis Bryan and the accounting firm to change the payment time from January to December. This will happen in the future.

### **INFORMATION, STAFF AND COMMITTEE REPORTS**

- a. Manager Report – Attached. Jack Bailey asked how the Port gas prices compared with other Ports. Jerry Rowland replied the information was on the report.
- b. Commissioners Report – Jack Bailey commented that the Holiday Lighted Boat parade looked very nice this year.
- c. Standing Committee Report – Jack Bailey stated that Bob Kalmbach was to get in touch with the school about participation in BAD. Bob Kalmbach said he was planning to do that soon. Jack Bailey said that there should be more involvement from the community that enjoys the event.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

None

### **PUBLIC COMMENT**

Jerry Rowland announced that the Brownsville Yacht Club has exercised their right to extend their lease 5 more years. This is allowed in the existing lease. Jack Bailey requested to read the existing lease.

Jerry Rowland said that Beacon WI-FI (formally called Broadband) has proposed that the Port purchase their equipment and that they would maintain it for a fee of \$279 per month. He submitted the proposal to the commissioners for review and he will put it on the agenda for next month's meeting.

Ned Cook said that the existing WI-FI system is working fine and he is happy with it. He also asked if this was the year for the Comp Scheme committee review. Jerry Rowland stated it was and he will initiate a committee meeting.

### **EXECUTIVE SESSION**

None



# Port of Brownsville

Minutes of Meeting  
9 January 2013

## **CLOSE MEETING / ADJOURN**

Commissioner Allen Miller made a motion to adjourn, Commissioner Bob Kalmbach seconded. Motion passed unanimously. Meeting adjourned at 8:29 P.M.

\_\_\_\_\_  
President/Commissioner

\_\_\_\_\_  
Secretary/Commissioner

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Recording Secretary