



# PORT OF BROWNSVILLE

9790 Ogle Rd • NE Bremerton, WA 98311  
Office: 360-692-5498 • FAX 360-698-8023

## Commissioners:

Fred Perkins  
Bob Kalmbach  
Jack Bailey

May 12, 2014

## CALL TO ORDER

Commissioner Fred Perkins called the regular session of the meeting to order at 6:16 PM. In attendance were Commissioner Bob Kalmbach, Commissioner Jack Bailey, Port Manager Jerry Rowland, Assistant Port Manager Gregg Faulkner, Port attorney Carrie Eastman and Port Accountant Dennis Bryan.

## PLEDGE OF ALLEGIANCE

Commissioners led pledge of allegiance.

## APPROVAL OF AGENDA

Commissioner Bob Kalmbach made a motion to approve the agenda as written. Motion seconded by Commissioner Jack Bailey and motion was approved unanimously.

## APPROVAL OF CONSENT AGENDA

Consent agenda includes the 16 April 2014 Regular Meeting Minutes, the 16 April 2014 Special 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: May 2014 General Fund voucher numbers 28992 through 29048 for a total amount of \$144,925.70. Also approved for payment was May 2014 Electronic Transfer voucher numbers 2014-36 through 2014-42 for a total amount of \$13,365.42.

Motion made by Commissioner Jack Bailey to approve consent agenda. Motion was seconded by Commissioner Bob Kalmbach and motion was approved unanimously.

## PUBLIC COMMENT FOR ITEMS NOT LISTED ON AGENDA

None

## PRESENTATIONS TO OR BY THE BOARD

None

## FINANCIAL REPORTS

Port Accountant Dennis Bryan presented the March 2014 end of month financial report. At the end of March 2014 the balance was \$2,239,718.73.

	With fuel	Without fuel
Operating Revenue	Under budget by 9.9%	Under budget by 1.4%
Non-Operating Revenue	Under Budget by 1.2%	Under budget by 1.2%
Operating Expense	Under Budget by 9.3%	Over budget by 1.6%
Administrative Expense	Even to Budget	Even to Budget
Non-Operating Expense	Over Budget by 8.3%	Over Budget by 8.3%
Capital Improvement	Even to Budget	Even to Budget
Bond Payments	Even to Budget	Even to Budget



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## INFORMATION, STAFF AND COMMITTEE REPORTS

- a. Manager Report – Attached.
- b. Commissioners Report –  
Jack Bailey attended the Kitsap All Ports Meeting and a Community Development Representative, Larry Keaton, was there. He announced that they are updating the Comprehensive Scheme for the County and he was requesting input from the Ports. He announced that he would like to create a new zoning called Ports. Port properties would be under different zones and be able to put businesses on their properties with permits. He also wanted to partner with the Ports to get a handle on derelict vessels. Also, there was a representative from the Peninsula Visitors and Water Trails asking for financial help. Jack announced that he will be attending the WPPA Spring meeting scheduled for this week.

Fred Perkins stated he also attended the Kitsap All Ports Meeting and he added that Larry Keaton was looking for input via email.

Bob Kalmbach asked if the Port of Kingston expanded on the electric cars. Jack said they did expand to two vehicles now and they are using them to help tenants carry items to and from their boats.

Terry Asla announced that the local U-Haul Company up the road has offered the use of their pickup trucks for boaters to use for transportation while they were in the marina. They also have a van. The cost is \$20 a day plus mileage.

Fred Perkins stated he made the offer to have the next Kitsap All Ports meeting at the Port of Brownsville so it will be there on July 21, 2014.

- c. Standing Committee Report – BAD X - The first committee meeting will be 13 May 2014 at 6:00 PM.

## OLD BUSINESS

- a. Security Cameras – There was a presentation by Stanley, but they were unable to hook up the 360 degree camera to the demo computer. They were going to send a link to the Port so the manager and others could watch a demo on line but that has not happened yet. Fred Perkins said he would like to see the Guardian demo. Jerry Rowland said he would try to set that up again. Bob Kalmbach requested he be notified if that happened. He added that the Fire Hall is covered with security system and game cameras in some areas. Jack Bailey stated he thought the Port should have a security camera system policy so the tenants know they are not being used for spying. Fred Perkins asked where that policy would reside. Jack Bailey and Bob Kalmbach said they thought it should be in the Policy Manual. Jerry Rowland stated it might also be placed in the Rules and Regulations. Jerry Rowland said he would follow up on this.



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- b. Review Delegation of Authority – Fred Perkins said this needs to be carried on the agenda for a few more months. Bob Kalmbach said he noted that Section 6A had been changed to increased expenditures limit by the Port Manager to \$20,000.00. Jack Bailey stated he was not in favor of this. Fred Perkins said there needs to be more discussion.
- c. Boathouse Compliance Update – Matt Appleton reported that there are now 12 boathouses in full compliance, 15 boathouses in compliance today until rules change next year. That makes 27 in compliance today. 6 have new tubs that are under construction and 7 more working on complying with the rules and regulations.

Bob Kalmbach asked what the status was of slip C-15. Port Manager announced that status was unchanged.

## NEW BUSINESS

Bob Kalmbach requested that the Board consider changing the time of the Commissioners meetings to start at 6 P.M. This will be put on the agenda as new business.

## PUBLIC COMMENT

Jonathon Thomas gave an update on the Kitsap Maritime Association. There was an article in the May 5, 2014 Bremerton Sun on their boat, Fiddler's Dream. They are getting some funding and the renovations are in progress. The spar barn has been delivered to the property donated for use. Tomorrow the down rigging will be removed. On May 22 the boat will be moved to the Poulsbo marina to have the mast removed by crane. During the week of June 1<sup>st</sup>, the boat will be taken to Tacoma for sandblast and paint. Then it will be returned for deck replacement. Bob Kalmbach commented that there was no mention of the Port of Brownsville, the home port of Fiddler's Dream, in the article or in any other announcements. Jonathon Thomas said that would be rectified in the future. Jerry Rowland also pointed out that the Port boat Ms. Nug was registered in Brownsville so Fiddler's Dream could also be registered there instead of Bremerton as it is presently.

Jerry Rowland stated that the Port was in dire need of a new Port truck. The old one has been towed frequently and was failing. There is a budget line item the amount is not enough. Recent shopping has shown that it will be more than what is budgeted. The Port Manager presented 3 bids for new trucks. All were about the same price. Jack Bailey asked if the Port had looked at what is available in the military disposal areas. Bob Kalmbach stated he too had been looking for trucks and there is nothing available in the military, state or county government areas. Ned Cook asked if an F-150 would be big enough. The port manager answered yes it is big enough. Terry Asla suggested renting a truck from the U-Haul Company. Bob Kalmbach commented that availability was important and the U-Haul truck would not always be readily available. Ned Cook suggested leasing a truck. Jerry Rowland said there would be liability in that and there were limits on the mileage without increased cost. Fred Perkins asked when it was needed. Jerry Rowland said very soon but he would keep on looking. Bob Kalmbach asked if there was a truck price that the commissioners had in mind. Jack Bailey said he hadn't been looking so he



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couldn't state a price range. Bob Kalmbach said he has been looking and even the used truck and the ones found on the internet are \$20,000.00 or more. Fred Perkins stated that the commissioners will look this week and give the Port Manager feedback on the results of their search. Bob Kalmbach said the feedback will be given within a week. Jerry Rowland stated that the budget costs for everything are increasing and the amount left in the account after the port rebuild would be more around the \$750,000.00 instead of the 1.2 million as originally advertised. He said those figures were preliminary.

Jerry Rowland requested a study session with the commissioners to discuss the dock rebuild. It was decided the meeting will be held on May 19, 2014 at 12 noon.

## EXECUTIVE SESSION

Commissioner Fred Perkins recessed the regular session and called to order the executive session at 7:39 PM. Expected time 17 minutes with a 5 minute break.

Commissioner Perkins adjourned the executive session at 7:59 PM

Commissioner Perkins reported that the Port Manager's annual evaluation had been reviewed and signed.

## CLOSE MEETING / ADJOURN

Commissioner Bob Kalmbach made a motion to adjourn. Motion seconded by Commissioner Jack Bailey and motion was passed unanimously. Meeting adjourned at 8:02 PM.

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President / Commissioner

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Secretary / Commissioner

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Commissioner

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Recording Secretary