



Port of Brownsville

Minutes of Meeting

8 June 2011

CALL TO ORDER

Commissioner Allen Miller called the regular session of the meeting to order at 7:02 PM. In attendance were Commissioner Bob Kalmbach, Commissioner Jack Bailey, Port Manager Jerry Rowland, Assistant Port Manager Gregg Faulkner and Port Attorney John Mitchell.

PLEDGE OF ALLEGIANCE

Commissioners led pledge of allegiance.

APPROVAL OF AGENDA

Motion made to approve agenda as written. Motion seconded and approved unanimously.

APPROVAL OF CONSENT AGENDA

Motion made to accept consent agenda. Consent agenda includes the 11 May 2011 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 has been made available to the public. Those vouchers approved for payment are included in the audited and certified list and further described as follows: June 2011 General Fund voucher numbers 26858 through 26912 for a total amount of \$62,676.25. Also approved for payment was June Electronic Transfer voucher numbers 2011-45 through 2011-52 for a total amount of \$10,791.00

Motion seconded and approved unanimously.

PUBLIC COMMENT FOR ITEMS NOT LISTED ON AGENDA

Skip Nordal reported to the Commission that the Lavengro was not going to be moored at Poulsbo after all, and he was not going to be part of the Lavengro crew and staff. Dave Savage of Northwest Schooner Society has stated the Lavengro would still offer free sails at BAD. Jack Bailey thanked Skip Nordal and Jonathon Thomas for their efforts in trying to make the Lavengro a community project and event.

PRESENTATION TO OR BY THE BOARD

None

FINANCIAL REPORTS

Port Accountant Dennis Bryan was on vacation. He will submit financial reports at the next Port Meeting. End of year reports were submitted to the State on time.

INFORMATION, STAFF AND COMMITTEE REPORTS

a. Managers Report – Attached. Jerry Rowland added that the 2010 Census is in the office and it appears there will be a need to redistrict the Port District. Bob Kalmbach asked if the redistricting would affect the current Commissioner Representatives. Jerry Rowland reported that it would not. Jack Bailey stated no matter what the outcome of the census the commissioners in office will remain. He added that the changes would affect District #1 being reduced.

b. Commissioners Report –

Jack Bailey stated he and the Port Manager gave a presentation to the Central Kitsap Community Counsel. He said the presentation went well. There was an overview of Port districts and their purpose. He noted that Illahee had volunteers and good community spirit to keep their port district functioning.

Allen Miller attended the WPPA Spring Meeting in Semiamoo on May 18 and 19. Mr. Miller reported that the WPPA will be purchasing the building that they have been leasing a portion of in the past, which is close to the capital. He added that there was report on earthquakes and the effects of a possible tsunami. He reported that a tsunami would not affect the Puget Sound and the Port of Brownsville due to its inland location. He said that landslides as a result of an earthquake could possibly affect the rise of water in the Puget Sound. He reported that he gave Port Manager

Jack Bailey added that he was on the Tsunami Task Force and the Kitsap County Emergency Site reported that if the Seattle fault, which is 3 miles south of the Port, has an earthquake it will affect the Port of Brownsville. He advised that if that happened that people should get off the docks and away from the water.

c. Standing Committee Report –

1. Jerry Rowland announced that the first Comp Scheme meeting was held May 24th. The committee covered the first 3 sections. The next meeting is scheduled for 28 June and all are welcome. He asked those attending the meeting that if they had other ideas to please submit them to any committee member. Jack Bailey noted that he had not received emails from the Port Manager on this matter. Gregg Faulkner stated he would look into it.
2. BAD - Even though the first meeting is not scheduled until 15 June the vendor invite letters were sent out and there are three responses. The central Kitsap School District has been contacted and the Art teacher is on board with providing us with T-shirt design ideas by the end of the school year. She is also setting up to have the kids submit their art for the art show by 21 September. The flyers are designed and ready for printing. Jim Fox picked up the first 250 car and motorcycle show registration forms and Rob Leone has asked for an additional 250. Prizes for the Car Club raffle are already submitted. Mark Gunkle from Silverdale Electric donated a \$300.00 gift certificate for electrical work. A dash plaque design is in place. Jerry Rowland stated that a commissioner would be needed for the committee. Allen Miller volunteered to be on the committee.

OLD BUSINESS –

- a. Trees - Upper Commons. At the last meeting Mr. Dicks asked the Commissioners if they would consider taking down the tall trees along the road at the upper commons. The trees are not in bad shape but he is concerned that they come down in a storm and take out the power lines. At the last meeting, the Commissioners deferred making a decision until this meeting so they could look at the trees.

Bob Kalmbach reported that he looked at the trees and his concern was that other trees may be a hazard if the trees noted would be removed. He noted that Art Schick, a noted forester, had looked at the trees in question and said they were healthy trees.

Jack Bailey said that he has looked at the trees during a few heavy winds and the trees looked like they were solid. He agreed with the fact that they block the sun from getting through. He said he can't imagine those trees being gone, but if they become diseased then the Port would remove the trees.

Allen Miller asked Mr. Dicks to restate his concern. Mr. Dicks said that he has watched the trees in the past heavy winds and limbs have fallen which is a hazard. Also, they block the sun. He said he would be back to address it again if things don't improve.

Art Schick said that during an enormous wind storm the trees would be in jeopardy but so would the houses. He added the trees are part of the green atmosphere of the neighborhood and there other trees in the neighborhood that are more in jeopardy of falling.

Mr. Dicks said he was addressing the other trees in the neighborhood. He asked why the Port planted cedar trees along the same area. Bob Kalmbach responded that it was for ascetics and blocking the view of the parking lot at eye level.

It was agreed there was consensus that the trees would not be removed at this time.

- b. Dredging - Core sampling. At last month's meeting the Commissioners authorized the Port Manager to enter into a contract with Marine Surveys and Assessments to accomplish the Army Corps of Engineers requirement to provide a sampling plan and do core sampling of the area the Port is proposing to dredge. As it turns out the initial estimated amount that was quoted only covered the cost for the sampling plan for submittal to Dredged Material Management Office (DMMO). To take the core samples and have them analyzed at the lab will be \$11,663.00. The permits are on hold until this sampling is completed.

With all the high dollar changes this year the Port Manager has been reworking the 2011 budget numbers. The modified budget sheets show that so far with all these changes including the dredging sample cost the numbers are within \$2,000.00 of the original budget numbers.

Jack Bailey asked if core sampling had ever been done before. Jerry Rowland reported that core sampling had only been done in the Upper Park and Parking Lot, not the area that is going to be dredged. The samples are required for allowing the material dredged to be dumped into another area. Jerry Rowland thought the quote was a fair amount; it was

just a misunderstanding in what the first quote entailed. The first quote was for an engineered sampling plan, administrative reports and responses. He added that the whole plan for improvements to the Port is relying on the permits which are dependent on the core sampling. Jack Bailey added there really wasn't a choice.

Art Schick added that core sampling had been performed in the past. Jerry Rowland responded that the core sampling had to be done in the last 2 years which is not the case with the past core sampling Art was remembering.

Ned Cook asked if the delay of the core sampling was going to cause a delay in the whole plan. Jerry Rowland replied it would not affect the current plan of dumping in Elliot Bay. Jack Bailey added that the dirt dumped in Elliot Bay has to be cleaner than the dirt that is in the Bay already. He said that today the main thing they are looking at is the copper content.

Bob Kalmbach asked if the new area requires additional samples. Jerry Rowland replied that the main area requires 4 samples and the new area requires 5 samples. Bob requested a report of some kind showing the additional expenses that this project is now costing compared to the original estimates so a monthly tracking of expenses occurred are clear and what the future expenses will be. Jerry Rowland stated he would do that.

Allen Miller asked again for the amount that this core sampling would cost. Jerry Rowland stated it would be \$15,200.00. Bob Kalmbach stated that the commissioners authorized \$8,000.00 previously so they needed to authorize an additional \$7,000.00 approximately. Allen Miller noted that this is about \$2,000.00 a sample. Bob Kalmbach added that it isn't just the sampling but the whole package of reports, sampling and lab work that is included in the price.

Jack Bailey made a motion to authorize the Port Manager to spend the \$15,200.00 for the core sampling plan and the core samples. Bob Kalmbach seconded and the motion was passed unanimously.

NEW BUSINESS

- a. Tariff Review - The commissioners have a copy of the 2011 tariff in their folders. There included is a 2012 Moorage Calculations. During the 2011 budget review the Commissioners suggested that it would be a good idea to start the tariff review process for 2012 in June and to have a study session sometime in June and possibly July to review the tariff. This would be the only thing discussed at that study session. The Port Manager stated that he had to complete the budget proposal by the end of July to present at the August meeting in order to have it through the public meetings required and submitted to the County on time.

Jack Bailey stated he would like to have a comparison from last year or the changes highlighted so it would be easy for the commissioners to understand the changes. He said that the changes he noted were in the areas that are beyond the Port's control such as utilities and sewer charges. He asked if there were any other changes that he missed. Jerry Rowland replied that Jack was correct; the changes that were made were to cover those costs that are increasing to the Port. For instance, there has been a 25% increase in the sewer charges since 2008 which has not been passed on to the tenants, a 6% increase

in utilities which has not been passed on to the tenants. The base moorage increase will be about 2%, which equates to an increase of \$3.45 a month for a 20 foot boat, and a \$5.00 increase a month for a 30 foot boat.

Allen Miller stated that scheduling the special meeting would be difficult because of everyone's schedule, especially Jack Bailey's schedule of being out of town until the next meeting. Jerry Rowland stated he needed feedback from the commissioners in time to update the tariff for the budget proposal in August. Jack Bailey stated he has already reviewed the tariff and he saw nothing out of line. Bob Kalmbach stated since Jack Bailey has reviewed the tariff, he and Allen Miller can meet sometime during the next month. Jerry Rowland stated they couldn't schedule on June 15 or June 28. He proposed June 22 at 4:30 PM.

Mark Gunkle asked why the sewer went up by 25%. Jerry Rowland stated that the sewer amount was determined by the water usage. Bob Kalmbach stated that the sewer rate was going to increase incrementally in the next few years to pay for improvements. John Mitchell stated that Bremerton negotiated with the sewer company based on the fact that boat owners do not put all the water they use into the sewer (dump to sea, etc.). Jerry Rowland stated he would contact the company and see if this was possible for the Port of Brownsville.

Carolyn Thomas asked if the increase was in effect in 2010 or 2011. He said that there has not been a base moorage increase in the last 3 years. Bob Kalmbach stated that the rate being discussed in this tariff would be in effect in 2012.

PUBLIC COMMENT

Bob Kalmbach asked if there was any more information on the triangle piece that was in litigation. John Mitchell replied there was nothing new to report. The appraisal has not been received.

Skip Nordal asked if there should be an additional charge on the RV dump for the usage of the sewer system. Jerry Rowland stated that since the constituents of the Port district paid for the RV dump there is no charge for them, there is a \$5.00 charge for those outside the Port district. He added that the sewer charge is not based on what is dumped but on the water usage.

Mr. Dicks said that the gooey duck boats trucks sometimes are in the way of using the RV dump. Jerry Rowland stated that if that was the case, any Port staff member would make the trucks move.

Mark Gunkle reported that the T-12 grant rebate program will end at the end of this year. He stated that if there are any buildings that need to be converted should be done this year to take advantage of the rebate. He described the requirements for the lights per PSE and the grant program. He also reviewed the plan of what has been contracted to do at the Port of Brownsville.

Ned Cook brought up the fact that the pump station stinks and wondered if anything can be done about it. Jack Bailey suggested using the pump in the middle of the night. Art Schick stated that the sewer company may have a charcoal filter available to purchase or use to help with the smell. Jerry Rowland said he would look into that possibility.

Carolyn Thomas reminded everyone that the Tall Ships will be at the Port of Brownsville on August 15.

EXECUTIVE SESSION

None

CLOSE MEETING / ADJOURN

Bob Kalmbach made a motion to adjourn and Jack Bailey seconded. Motion passed unanimously. Meeting adjourned at 8:15 PM.

President/Commissioner

Secretary/Commissioner

Commissioner

Recording Secretary