



# Port of Brownsville

Minutes of Meeting

18 July 2012

## **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, Assistant Port Manager Gregg Faulkner, Port Attorney John Mitchell and Port Accountant Dennis Bryan.

## **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 by Allen Miller to approve consent agenda. Consent agenda includes the 13 June 2012 regular meeting minutes, 18 June 2012 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: June 2012 Special General Fund Voucher number 27612 for a total amount of \$64.87, July 2012 General Fund voucher numbers 27613 through 27663 for a total amount of \$176,888.92 Also approved for payment was June Special Electronic Voucher numbers 2012-57 for a total amount of \$9.62 and July Electronic Voucher Numbers 2012-58 through 2012-64 for a total amount of \$15,272.82

Motion seconded and approved unanimously.

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

None

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

None

## **FINANCIAL REPORTS**

Port Accountant Dennis Bryan presented the June 2012 end of month reports. Balance as of June 30, 2012 is \$3,267,635.10. The increase in funds is due to the bond that was approved and deposited.



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With fuel in the report:

Operating Revenue	Under budget by 12.5%
Non-operating Revenue	Under budget by 1.2%
Operating Expenses	Under budget by 14.5%
Non-operating Expenses	Even to budget
Administrative Expenses	Even to budget
Capital Expenses	Even to budget

With fuel costs removed from the report:

Operating Revenue	Over budget by 3.1%
Operating Expenses	Even to budget

Jerry Rowland stated that the certification that was previously signed by Jack Bailey must be signed again due to a change. This relates to the bond recently received by the Port.

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

a. Manager Report – Attached.

b. Commissioners Report – Jack Bailey stated that the recent heat wave in the East part of the United States has shown that people are not prepared for emergency conditions, including food. He recommends that the Port put together an emergency kit. He added that communication is the key and he advised that an Emergency Preparedness Plan be developed. Jack Bailey said he was going to the Commissioners seminar.

c. Standing Committee Report –BAD VIII

Cassandra Rowland, event coordinator, gave the report on the BAD committee progress. She told the commissioners they had minutes from the May meeting, agenda for the June meeting and the budget in their folders. She stated preparations were going well. The T-shirt design and Dash Plaque designs have been decided on. The flyers will be distributed will be printed by the middle of August. So far the donations of food is \$1,100.00. There is still a need for donations for the Art Show. There may be a problem with that since the people who normally donate to the Art Show have donated for the food. One of the display boats is going to be “Deerleap”. Adventures in Fun will provide the air castles again and there will be a dunk tank this year. The Port Manager will be one of those that will be dunked. Bob Kalmbach and Jack Bailey gave comment on the dash plaque and T-shirt design stating they approved of the choices.

The next meeting is scheduled for 27 July at 6:00 PM.

### **OLD BUSINESS**

a. None

### **NEW BUSINESS**



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a. None

## **PUBLIC COMMENT**

Jerry Rowland said the cable and phone service to the marina tenants has been interrupted because of the new dock installation. Century Link says they will not do marinas anymore. Jerry reminded them that they were the company that had contacts with these people, not the Port. They did arrive at the Port to make sure those people had service. The Cable Company cut all the lines and walked away. Cable won't be back until the new docks are installed.

Jerry said that the Century Link service is for only 5 customers in the marina. He recommended that they might be better off with getting cell phones and get their internet service through the cable. Ned Cook asked "why don't these people go to wireless service?" Jerry said the cable company was not the issue, it was the telephone company. Jonathon Thomas said he is in the process of going from phone lines DSL to cell phone wireless service. There is a time when there is a delay of service. Bob Kalmbach asked Jerry Miller what he thought about losing the telephone service, since he is one of the customers. He replied that it is old technology and everyone is going to a wireless service. He had no opinion one way or the other. Bob said there are complaints constantly about the service of Comcast or the internet service.

Discussion ended with the direction to the Port Manager to tell the people who have phone service that it will not be renewed at the end of the contract; when the contract ends so does the service.

## **EXECUTIVE SESSION**

None

## **CLOSE MEETING / ADJOURN**

Commissioner Jack Bailey made a motion to adjourn, Commissioner Allen Miller seconded. Motion passed unanimously. Meeting adjourned at 7:34 P.M. August meeting will be August 8, 2012.

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President/Commissioner

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Secretary/Commissioner

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Commissioner

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Recording Secretary