



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

June 11, 2014

CALL TO ORDER

Commissioner Fred Perkins called the regular session of the meeting to order at 7:01 PM. In attendance were Commissioner Bob Kalmbach, Commissioner Jack Bailey, 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

Suggestion was made to add the security camera demonstration to the agenda under item 5, Public Comment. This suggestion was approved by all the Commissioners.

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

APPROVAL OF CONSENT AGENDA

Consent agenda includes the 12 May 2014 Regular Meeting Minutes, the 19 May 2014 Study Session 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 29049 through 29116 for a total amount of \$558,248.75. Also approved for payment was June 2014 Electronic Transfer voucher numbers 2014-43 through 2014-48 for a total amount of \$15,162.95.

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

There was a presentation by Guardian Security on security cameras. The directional bullet camera with two mega pixels would allow viewers to see the separate strands of hair. All of the intelligence is located in the camera. There are still motion detection capabilities. The difference between IR and IP is the pixel density. The software is setup like internet explorer and you can use any browser to access the videos. The cameras store data for up to three weeks. Five users are allowed to view the recordings simultaneously. It is a one-time license fee and that license holds up to eight cameras. The cameras have a three year warranty. There is no special cleaner required for the military grade lens. All of the cameras require low voltage to operate.

PRESENTATIONS TO OR BY THE BOARD

None



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FINANCIAL REPORTS

Port Accountant Dennis Bryan provided the 2013 End of Year report filed with the State. He also presented the April 2014 end of month financial report. At the end of April 2014 the balance was \$2,246,104.98.

	With fuel	Without fuel
Operating Revenue	Under budget by 12.1%	Under budget by 1.8%
Non-Operating Revenue	Under Budget by 1.6%	Under budget by 1.6%
Operating Expense	Under Budget by 11.8%	Over budget by 1.2%
Administrative Expense	Under by 1.4%	Under by 1.4%
Non-Operating Expense	Even to Budget	Even to Budget
Capital Improvement	Even to Budget	Even to Budget
Bond Payments	Even to Budget	Even to Budget

INFORMATION, STAFF AND COMMITTEE REPORTS

a. Manager Report – Attached.

b. Commissioners Report –

Jack Bailey attended the WPPA Spring Conference. Commissioner Bailey stated that there was lots of information, especially on the environment and marinas. Commissioner Bailey stated he would have more information available to those interested.

Fred Perkins stated he also attended the WPPA Spring Conference. Commissioner Perkins stated that there is a lot of info on the website about items discussed at the conference. Commissioner Perkins stated that they must remember to mention the Host Boat at the Fall Meeting.

c. Standing Committee Report – BAD X - The first committee meeting was 13 May 2014 at 6:00 PM. The vendor letters have been sent out and three have already confirmed. E-mails have been sent out to Merry Makers, no confirmation has been made at this time. There was an idea to have key chains made instead of dash plaques. Commissioner Kalmbach stated that his contact had a minimum order of 1000, so key chains would not be purchased.

OLD BUSINESS

a. Security Cameras – The Port Manager requested that the Commissioners, after considering the presentation from Guardian Security, authorize the Port Manager to purchase three cameras. Motion made by Jack Bailey to authorize the Port Manager to expend up to \$20,000.00 for the purchase, of all necessary equipment and ancillary material for three cameras. Motion seconded by Commissioner Fred Perkins. There followed a discussion about priorities with Commissioner Kalmbach requesting that Commissioner Bailey amend his motion to include the expenditure of funds for a Port Truck. The motion was not amended and was voted upon as stated. Motion passed with the vote of two for and Commissioner Kalmbach voting against.



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- b. Review Delegation of Authority – This item continues to be deferred until further notice.
- c. Boathouse Compliance Update – Matt Appleton reported that there are now 16 in full compliance and 15 in compliance as of now.

NEW BUSINESS

Commissioner Jack Bailey made a motion to move the meetings to 6:00 PM instead of 7:00 PM, Commissioner Bob Kalmbach seconded the motion. The motion was approved unanimously.

PUBLIC COMMENT

Teri Asla gave a statement that the Host Boat has a new permanent sign. Teri Asla mentioned that the last two groups that came through had issues with the Wi-Fi. Teri Asla stated that they are focusing on bringing in families. Teri Asla recognized Matt, Mike, and Jai for helping the sinking boat that came in to the Port. Finally, Teri stated that they were encouraging fishing boats on the outside of the Breakwater to cover their power lines to prevent accidents.

Jerry Rowland asked to make a motion to move the July meeting one week later, due to Independence Day. Commissioner Kalmbach made the motion, Commissioner Bailey seconded the motion. The motion was approved unanimously. Jerry Rowland brought up the need to change the personal policy manual so that it states that employees are permitted two unpaid holidays. Jerry Rowland stated that the Health Department asked the Port to help with educating people on the Port Orchard Passage Restoration Project. They asked to give a presentation to the Yacht Club and to put up a booth at BAD.

EXECUTIVE SESSION

None

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 8:47 PM.

President / Commissioner

Secretary / Commissioner

Commissioner

Recording Secretary