



Port Of Brownsville

9790 Ogle Rd • NE Bremerton, WA 98311
Office: 360-692-5498 • FAX 360-698-8023
pob@portofbrownsville.org

Commissioners:

Fred Perkins
Bob Kalmbach
Jack Bailey

January 14, 2015

CALL TO ORDER

Commissioner Fred Perkins called the regular session of the meeting to order at 6:02 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

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

ELECTION OF OFFICERS

Fred Perkins made a motion to elect Bob Kalmbach as President of the Board for 2015 and Jack Bailey as Secretary of the Board for 2015. Jack Bailey seconded the motion and motion was approved unanimously. Bob Kalmbach thanked Fred Perkins for doing a good job for 2014. Jack Bailey concurred.

APPROVAL OF CONSENT AGENDA

Consent agenda includes the 17 December 2014 Special Meeting Minutes, 17 December 2014 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 2014 special voucher, numbers 29569 through 29577 for a total amount of \$9,065.01 and January 2015 General Fund voucher numbers 29578 through 29624 for a total amount of \$81,181.55. Also approved for payment was December 2014 Special Electronic Transfer voucher numbers 2014-100 through 2014-102 for a total amount of \$5,624.03 and January 2015 Electronic Transfer voucher numbers 2015-01 through 2015-07 for a total amount of \$15,896.35

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

PUBLIC COMMENT FOR ITEMS NOT LISTED ON AGENDA

Jonathan Thomas gave a report on the Kitsap Maritime Association. The boat Fiddler's Dream arrived at the Port of Brownsville on December 22, 2014. On this following Friday the ship fitters will arrive to teach the crew how to remove the deck without damaging anything. Bob Kalmbach asked if there were any problems when the boat was moved from to Tacoma to the Port of Brownsville. Jonathon stated there



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was an issue with an exhaust leak in the ventilation system. As a result the boat was towed most of the way. The ventilation system was planned to be replaced already. Bob Kalmbach asked how many volunteers the Association had at this time. Jonathon replied they have 17 but 8 are very active. Bob stated that there should be more but Jonathon replied that they are recruiting from the Washington Youth Academy and South Kitsap ROTC Program.

Carolyn Thomas reported on the Brownsville Yacht Club and local marina activities. There was no Christmas Lighted Boat parade this year but there will be one next year. There was the 2014 Polar Plunge. There was the "Fearsome Five" in their Tutu's that took the plunge. There were lots of observers but they are recruiting for more plungers next year. Fred Perkins reminded everyone that the Port used the Brownsville Yacht Club to host the All Ports meeting last year and they want to do so next July. Carolyn stated that she would work with the Port staff to schedule that. She also stated that they do a lot of public relations promoting the Port of Brownsville.

Terry Asla reported that there is going to be an event hosted by the Washington State University and Olympic Community College extension named "Peer to Pier" which will be on this Saturday, January 17, 2015 at 7 PM, to view the marine life around the Port docks and shores. Brownsville Yacht Club will serving hot chocolate, coffee and tea. Ned Cook asked where the exact location in the marina of this event was and Jerry replied it would start at the Pavilion and then be on the Main Breakwater.

Mr. Charles Stenerson made a request to extend his boathouse by two feet and raise it four or five feet. This request has been in the works for a long time but Mr. Stenerson could not execute this until now. Bob Kalmbach asked if other boathouses in that area are that tall. Jerry Rowland replied there were ones that were taller. Mr. Stenerson said he would be taller than his neighboring boat houses. Jerry Rowland added that extending the boathouse will not impact the bottom shadowing nor will it impact the fairway behind his boathouse once the main walkway is moved two feet further to the east. There was some discussion on the floats that would be used. Jack Bailey asked how close he would be to the nearby boathouses. Jerry Rowland said he would be next to the 2 foot spacer units which would make the eaves a minimum of 18 inches apart. The board approved the request to extend the boathouse as planned.

PRESENTATIONS TO OR BY THE BOARD

None

FINANCIAL REPORTS

Port Accountant Dennis Bryan provided the November 2014 end of month financial report. As of November 30, 2014 the balance was \$1,394,264.29. Dennis added that there was a bond payment in November so that accounted for a sizable amount of the expenditures for that month.

With fuel

Without fuel



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Operating Revenue	Under budget by 7.7%	Over Budget by 3.7%
Non-Operating Revenue	Under Budget by 3.7%	Under budget by 3.7%
Operating Expense	Under Budget by 7.7%	Over budget by 5.3%
Administrative Expense	Over Budget by 4.9%	Over Budget by 4.9%
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

Jack Bailey stated that there is discussion on changing the BARR's manual to have Ports more like cities. Bob Kalmbach replied this is just in discussion and under review but it appeared there was enough opposition that it would not go through. Dennis stated that comparing Ports to cities is not comparable.

Dennis Bryan presented the new 3 year accounting contract to the commissioners. This contract has been reviewed by the attorney and modified per the recommendations. Jack Bailey made a motion to accept the new accounting contract. Fred Perkins seconded the motion and the motion passed unanimously.

INFORMATION, STAFF AND COMMITTEE REPORTS

- a. Manager Report – Attached. Jack Bailey asked if the DNR boat had a piece ripped off the boat and Jerry Rowland replied yes but DNR has moved the boat to a different location in the marina and is going to get it repaired. Bob Kalmbach stated he noted in the financial report that the income as of the end of November from transient moorage was \$43,680 and the Port Manager had predicted \$45,000 which was very close. Jerry Rowland added that this was good considering all of the construction that was occurring. Ned Cook asked if the Classic Yacht Club income was included in that amount and Jerry Rowland replied no, those were reported as part of BAD event.
- b. Commissioners Report – Jack Bailey reported he will attend the Maritime Day in Olympia on January 20th.

Fred Perkins reported that the All Ports meeting will be January 26 and he will be attending. Jack Bailey and Bob Kalmbach stated they would also be attending. A representative from Community Development will be at this meeting to discuss Port designation. Terry Asla asked where that meeting was to be held. Bob Kalmbach stated currently it was planned to be in the usual Silverdale location but the commissioners are planning on requesting it to be moved to Brownsville Yacht Club due to the possibility of a large attendance.

Bob Kalmbach asked Jerry Rowland why the Port Of Brownsville diesel price was so low. Jerry replied there are commercial fishing boats in the marina which take a large amount of diesel, which in turn creates a larger turnover of diesel and as the purchase price drops so does the selling prices.

- c. Standing Committee Report – None. Jerry Rowland announced that this year the Comprehensive Scheme committee will have to be initiated and a commissioner would have to be on the committee. Bob Kalmbach nominated Fred Perkins and Jack Bailey concurred.



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OLD BUSINESS

- a. Boathouse compliance – Matt Appleton reported that one more boathouse has come into full compliance. That leaves only 6 boathouses not in compliance with current rules and regulations. Matt is contacting those 6 and some are working on those now. So 43 of the 49 boathouses are in compliance.

NEW BUSINESS

- a. House Tenant Letter – Meagan Gardner-Brown has requested that the Commissioners consider allowing her to have a dog. This has been allowed in the past for dogs under 35 pounds. An addendum to the lease was presented to the commissioners for approval.
“Lessee shall keep no domestic or other animals on or about the leased premises without the written consent of Lessors. Lessors will only allow one domestic animal weighing thirty-five (35) pounds or less. If the Lessors allow a domestic pet, then marina rules pertaining to leashes and animal wastes will apply.” Bob Kalmbach asked if there was allowances to inspect or take action if the pet becomes a nuisance or danger to others. Jerry Rowland read the clause that allowed the Port to inspect the premises with reasonable notice.
Mr. Mitchell has reviewed this addendum and has agreed to the legality of its contents.
Commissioners approved to the addendum and now it is up to the renter to agree. Jerry Rowland will present it to the renter.

Jack Bailey stated during one of his previous tours around the house he noted that the fuel tank was up against the house and debris had wedged up against the house causing the shingles to rot. Jerry Rowland agreed the fuel tank should be moved and he would put that on the work plan to accomplish.

Bob Kalmbach stated that at one time there was discussion to put up a fence around this house for security. He asked if this should be pursued or if motion lights could be added. Jack Bailey said he has been concerned in the past for the safety of the boy at the house getting too close to the edge and thought a fence would help with that. Bob requested that Jerry Rowland get some estimates for the cost of pursuing a fence and/or motion lights. Carolyn Thomas made a comment that a fence should be aesthetically pleasing and also would deter other people from going onto that property when it isn't allowed.

Bob Kalmbach stated that he was also concerned with the laundromat roof that is easy for any person to access and is a safety hazard. Jerry Rowland stated he would look into this.

PUBLIC COMMENT



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Ned Cook asked if there was any provisions for barking dogs being a nuisance in the marina. Jerry Rowland stated it would require a modification to the lease agreements that is difficult. Ned asked how it could be enforced. Bob Kalmbach stated you could contact 911 and they will transfer you to a line just for these type of complaints. After a certain amount of calls the dog will be removed.

EXECUTIVE SESSION

None

CLOSE MEETING / ADJOURN

Commissioner Jack Bailey made a motion to adjourn. Motion seconded by Commissioner Fred Perkins motion passed unanimously. Meeting adjourned at 7:12 PM.

President / Commissioner

Secretary / Commissioner

Commissioner

Recording Secretary